

**COUNTY OF RACINE
FINANCE & HUMAN RESOURCES COMMITTEE**

Supervisor Robert N. Miller, Chairman
Supervisor Brett Nielsen, Vice Chairman
Supervisor Q.A. Shakoor, II, Secretary
Supervisor Janet Bernberg
Supervisor Mike Dawson

Supervisor Thomas H. Pringle
Supervisor John A. Wisch
Kaitlyn Faust, Youth in Governance Representative
Daniel Rosli, Youth in Governance Representative

*** THIS LOCATION IS HANDICAP ACCESSIBLE. If you have other special needs, please contact the Racine County Board Office, 730 Wisconsin Avenue, Racine, Wisconsin 53403 (262) 636-3571, fax (262) 636-3491 or the TTD/RELAY 1-800-947-3529. ***

NOTICE OF MEETING OF THE
FINANCE AND HUMAN RESOURCES COMMITTEE

DATE: **WEDNESDAY JANUARY 2, 2019**

TIME: **5:00 P.M.**

PLACE: **IVES GROVE OFFICE COMPLEX
AUDITORIUM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177**

AGENDA –

1. Convene Meeting
2. Chairman Comments – Youth In Governance/Comments
3. Public Comments
4. Approval of Minutes from the December 12, 2018 committee meeting.
5. Transfers
 - a. County Executive – Jonathan Delagrave – Transfer of \$7,500 from the Contingent 2019 Budget to the Cultural Activities 2019 Budget for the Stop Child Abuse and Neglect (SCAN) Program - 2019 – Resolution – Action Requested: 1st Reading at the January 8, 2019 County Board Meeting.
 - b. Health Services – Hope Otto – Transfer of \$78,064 within the Health Services 2019 Budget and downgrade of 1 FTE Non-Rep – Exempt E090 APNP to 1 FTE Non-Rep – Exempt E040 Sail House Manager effective 1/14/19 – 2019 – Resolution – Action Requested: 1st & 2nd Reading at the January 8, 2019 County Board Meeting.
6. Fiscal Notes for Second Reading:
 - a. Resolution 2018-99 – Resolution by the Public Works, Parks and Facilities Committee authorizing and approving the transfer of funds using Performance-Based Maintenance (PBM) Proceeds to purchase a mower tractor for the Racine County Public Works Fleet Division

7. Communication & Report Referrals from County Board Meeting:

a. Bankruptcy items:

Type of Action:	Person/Persons
Order of Discharge	Larry & Kimberly Sheppard; Charles Joseph & Carla Lee Woitekaitis; Barbara Marie Schnelder; Teresa Lynn Daniel; Tre Dennis Hibbler; Robin Nichols; Niesha D. Beamon; Matthew M. & Katrina M. Koutalls;
Chapter 13	Cristie Lynette Legree; Duane Allen & Alyssa Christine Nagel; Warren John & Kristina Darlene Calverley;
No Proof of Claim Deadline	John Archibald & Michelle Lynn Griner V; Charles Woodruff Edwards;
Order Dismissing Case	Danielle Ours;
Order Dismissing Chapter 13 Case	Caycia Fenete Davis;
Notice – Case Closed without a Discharge	Michelle M. Thompson;

b. Foreclosure items:

Attorney	Lending Company	Person/Persons	Amt. owed Racine CO
Ian J. Thomson	Wells Fargo Bank N.A.	Scott M. Yarrington	\$153.92
Patricia C. Lonzo	Pacific Union Financial LLC	April L. Varner-Chattman	\$200.65

8. Staff Report – No Action Items.

a) Finance & Human Resources Committee – Next Meeting will be January 16, 2019.

9. Adjournment

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance & Human Resources Committee

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 1/2/2019

**Signature of Committee Chairperson
/Designee:** _____

Description: Approval of the minutes from the December 12, 2018 Meeting

Motion: _____

County Board Supervisors
Action: Approve
 Deny

Youth In Governance
 Approve
 Deny

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
December 12, 2018

IVES GROVE OFFICE COMPLEX
PUBLIC WORKS CONFERENCE ROOM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Miller, Supervisors Bernberg, Dawson, Nielsen, Pringle, and Shakoor II and Youth Representative Rosli, County Executive Jonathan Delagrave, Chief of Staff MT Boyle, Finance Director Alexandra Tillmann, Human Resources Director Karen Galbraith, Asst. Corporation Counsel John Serketich, Information Technology Director John Barrett, Captain Daniel Adams, Captain James Weidner.

Excused: Supervisor Wisch.

Unexcused: Youth Representative Faust.

Agenda Item #1 – Convene Meeting.

Meeting Called to Order at 5:00pm by Chairman Miller.

Agenda Item #2 – Youth in Governance/Comments.

Youth in Governance statement was read by Youth Representative Rosli. Congratulations were made to Youth Representative Rosli in acceptance into Stanford University in Computer Science.

Agenda Item #3 – Public Comments.

None.

Agenda Item #4 – Approval of Minutes from the November 28, 2018 committee meeting.

Action: Approve the minutes from the November 28, 2018 committee meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #5 – County Treasurer – Jane Nikolai – Donation of 14 In Rem Properties in the City of Racine to the City of Racine for neighborhood revitalization – 2018 – Resolution – Action Requested: 1st Reading at the December 18, 2018 County Board Meeting.

Action: Approve the Donation of 14 In Rem Properties in the City of Racine to the City of Racine for neighborhood revitalization – 2018 – Resolution: 1st Reading & 2nd Reading at the December 18, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

The committee requested that a memo be forwarded to the County Board outlining what the plans are for the use of the properties by the City of Racine.

The committee requested that an explanation of what “Land Bank Process” be forwarded to the County Board.

Agenda Item #12 – Communication & Report Referrals from County Board Meeting:

Action: Receive and file items a - d. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #9 – Closed Session – 5:15 PM (Approximately 10 Minutes) - IT IS ANTICIPATED THAT THE FINANCE AND HUMAN RESOURCES COMMITTEE WILL MEET IN A CLOSED SESSION PURSUANT TO SECTION 19.85(1)(c) OF THE WISCONSIN STATE STATUTES TO DISCUSS LEGAL COUNSEL THE FOLLOWING CLAIM AGAINST RACINE COUNTY: 1) FAMILY OF GREGORY S. BAUER.

Action: Motion to go into closed session pursuant to s. 19.85(1)(c), WI Stats, to discuss with legal counsel the following claims against Racine County: 1) family of Gregory S. Bauer at 5:20pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: Roll Call Vote was taken of the members present: All Ayes No Nays.

Agenda Item #10 – Regular Session.

Action: To reconvene into regular session at 5:40pm. **Motion passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays.

Action: Approval to resolve the claim as recommended by Racine County Corp. Counsel. **Motion passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays.

Agenda Item #13 – Staff Report- No Action Items.

Next Finance & Human Resources Committee meeting will be on January 2, 2019, if needed or unless canceled. If canceled, next meeting will be on January 16, 2019 at 5:00pm.

Agenda Item #14 – Adjournment.

Action: Adjourn meeting at 5:41pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Aye No Nays.

REQUEST FOR COUNTY BOARD ACTION

YEAR	2019	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: County Executive - Jonathan Delagrave

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 1/2/2019 Date of County Board Meeting to be Introduced: 1/8/2019

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Transfer of \$7,500 from the Contingent 2019 Budget to the Cultural Activities 2019 Budget for the Stop Child Abuse and Neglect (SCAN) Program

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

Any request which requires the expenditure or transfer of funds must be accompanied by the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

The Committee believes that this action furthers the following goals:

- Make Racine County the most accessible county in Wisconsin for business to grow, develop and create family supporting jobs.
- Develop a system that encourages employees, elected officials and citizens to suggest ideas for service enhancement and productivity improvements including a measurement of customer satisfaction.
- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.

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RESOLUTION NO. 2018-

**RESOLUTION BY THE FINANCE AND HUMAN RESOURCES COMMITTEE
AUTHORIZING THE TRANSFER OF \$7,500.00 FROM THE CONTINGENT ACCOUNT
TO THE CULTURAL 2019 BUDGET TO FUND THE DONATION OF \$7,500.00 TO STOP
CHILD ABUSE AND NEGLECT (SCAN) PROGRAMMING**

To the Honorable Members of the Racine County Board of Supervisors:

WHEREAS, the Stop Child Abuse & Neglect (SCAN) program teaches child abuse prevention in all Racine Unified School District elementary and middle schools, most Racine private and parochial schools, many schools in western Racine County, and Kenosha Unified Elementary Schools; and

WHEREAS, SCAN lessons teach kids to recognize abuse, report it if it occurs, and identify sources of support; above all, they learn that abuse is never a child's fault; and

BE IT RESOLVED by the Racine County Board of Supervisors that the transfers set forth in Exhibit "A" that is attached hereto and incorporated herein from the Contingent Account to the Cultural 2019 Budget are authorized and approved.

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the donation of \$7,500.00 to Stop Child Abuse and Neglect (SCAN), a program of Focus on Community, in furtherance of the County's commitment under Wis. Stat. § 59.53(21) to prevent child abuse and provide child abuse education, relief, and services is authorized and approved.

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that any two of the County Clerk, the County Executive and/or the County Board Chairman are authorized to execute any contracts, agreements or other documents necessary to carry out the intent of this resolution.

Respectfully submitted,

**FINANCE AND HUMAN RESOURCES
COMMITTEE**

1st Reading _____

2nd Reading _____

BOARD ACTION

Adopted _____

For _____

Against _____

Absent _____

Robert N. Miller, Chairman

Brett A. Nielsen, Vice-Chairman

VOTE REQUIRED: 2/3 M.E.

Q.A. Shakoor, II, Secretary

Prepared by:
Corporation Counsel

Janet Bernberg

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4 _____
5 John A. Wisch
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7 _____
8 Mike Dawson
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10 _____
11 Thomas Pringle
12

13 **The foregoing legislation adopted by the County Board of Supervisors of**
14 **Racine County, Wisconsin, is hereby:**

15 **Approved: _____**

16 **Vetoed: _____**

17
18 **Date: _____,**
19

20 _____
21 **Jonathan Delagrave, County Executive**
22

23
24 **INFORMATION ONLY**
25

26 **WHEREAS**, for decades, SCAN programs have been free of charge to partner
27 schools; however, shifting trends have nonprofits searching for diversification in funding
28 streams to secure sustainability and SCAN is no exception; and

29 **WHEREAS**, in the 2018-2019 school year, SCAN is in the unfortunate position of
30 operating with a \$15,000 deficit; and

31 **WHEREAS**, SCAN has secured \$7,500 in funding toward that deficit, and, with
32 Racine County's \$7,500 match, will be in a position to fulfill its programming for the 2018-
33 2019 school year as it approaches school districts to start a dialog about partial school
34 support of costs to promote sustainability.

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2019</u>	<input checked="" type="checkbox"/>	Resolution Request Ordinance Request Report Request
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Requestor/Originator: Health Services - Hope Otto

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 1/2/2019 Date of County Board Meeting to be Introduced: 1/8/2019

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Transfer of \$78,064 within the Health Services 2019 Budget and downgrade of 1 FTE Non Rep - Exempt E090 APNP to
1 FTE Non Rep - Exempt E40 Sail House Manager effective 1/14/19

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

Any request which requires the expenditure or transfer of funds must be accompanied by the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

The Committee believes that this action furthers the following goals:

- Make Racine County the most accessible county in Wisconsin for business to grow, develop and create family supporting jobs.
- Develop a system that encourages employees, elected officials and citizens to suggest ideas for service enhancement and productivity improvements including a measurement of customer satisfaction.
- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.

JAN-2-19

FISCAL NOTE RESOLUTION NO:

EXHIBIT "B"

Fiscal Year: **2019**

FTE	POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
This position change will be effective 01/14/2019						
	HEALTH SERVICES - Mental Health Clinic		Org # 5102507		2019 Budget Page 33-14	
-1.000	APNP	E090	(55,571)	(22,493)		(78,064)
	HEALTH SERVICES - SAIL/Crisis		Org # 5102501		2019 Budget Page 33-13	
1.000	SAIL House Manager	E040	55,571	22,493		78,064
<u>0.000</u>	Total for HEALTH SERVICES		0	0		0



Hope M. Otto
Human Services Director
1717 Taylor Ave
Racine, WI 53403
262-638-6646
Hope.otto@racinecounty.com

January 2, 2019

TO: Robert N. Miller
Chairman, Finance and Human Resources Committee

FROM: Hope Otto
Human Services Director

RE: **Downgrade Health Services Position and Transfer the Position and Budgeted Funds between HS Cost Centers**

The Health Services division within the Human Services Department has had a vacant Advanced Practice Nurse Prescriber (APNP) position which they have been trying to fill, without success, for nearly a year. They have made due the best they can with the existing resources. At the same time, they have seen significant turnover of staff in the SAIL/Crisis program. Having a House Manager position in that area would help stabilize the County's ability to continue to divert costs from inpatient stays.

As such, Health Services would like to downgrade the current APNP (E090) position to a SAIL/Crisis House Manager (E040) position. This would also require the transfer of the position and 2019 budgeted funds from the Mental Health Clinic to the SAIL/Crisis program, as indicated in the attached fiscal note. To be able to act as quickly as possible, we ask that this resolution request be recommended for 1st and 2nd reading at the January 8th County Board meeting.

Hope Otto
Human Services Director

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance & Human Resources Committee

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 1/2/2019

**Signature of Committee Chairperson
/Designee:** _____

Description: Fiscal Notes for Second Reading

Motion: _____

Action: **County Board Supervisors**
 Approve
 Deny

Youth In Governance
 Approve
 Deny

2
3 **RESOLUTION BY THE PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE**
4 **AUTHORIZING AND APPROVING THE TRANSFER OF FUNDS USING**
5 **PERFORMANCE-BASED MAINTENANCE (PBM) PROCEEDS TO PURCHASE A**
6 **MOWER TRACTOR FOR THE RACINE COUNTY PUBLIC WORKS FLEET DIVISION**

7 To the Honorable members of the Racine County Board of Supervisors:

8
9 **BE IT RESOLVED** by the Racine County Board of Supervisors that the Racine
10 County Public Works, Parks and Facilities Committee respectfully requests to use funds
11 not to exceed \$92,777.00 from the Public Works PBM Materials Account to cover the cost
12 for the purchase of a mower tractor for the Racine County Public Works Fleet Division.

13
14 **BE IT FURTHER RESOLVED** by the Racine County Board of Supervisors that
15 money in the PBM Materials Account came from over recovery of the Performance-
16 Based Maintenance work that the department completed for the Wisconsin Department
17 of Transportation (WisDOT).

18
19 **BE IT FURTHER RESOLVED** by the Racine County Board of Supervisors that the
20 purchase of the tractor mower, as set forth in Exhibit "A" that is attached hereto, is
21 authorized and approved to be funded by the Public Works PBM Materials Account.

22
23 Respectfully submitted,

24
25 1st Reading _____

**PUBLIC WORKS, PARKS AND FACILITIES
COMMITTEE**

26
27 2nd Reading _____

28
29 **BOARD ACTION**

Robert D. Grove, Chairman

30 Adopted _____

31 For _____

Tom Hincz, Vice-Chairman

32 Against _____

33 Absent _____

34
35 **VOTE REQUIRED: 2/3 M.E.**

Monte G. Osterman, Secretary

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37 Prepared by:
38 Public Works and Development
39 Services Department

Mike Dawson

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42 Nick Demske

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Resolution No. 2018-99
Page Two

Fabi Maldonado

Tom Kramer

The foregoing legislation adopted by the County Board of Supervisors of Racine County, Wisconsin, is hereby:

Approved: _____
Vetoed: _____

Date: _____,

Jonathan Delagrave, County Executive

INFORMATION ONLY

WHEREAS, the Wisconsin Department of Transportation (WisDOT) created a road maintenance pilot program designed to create transparency of how transportation dollars for road maintenance is being spent and what type of projects are being completed; and

WHEREAS, as a participant in the Performance-Based Maintenance (PBM) Program, Racine County submitted a formal bid and entered an agreement with the WisDOT for specific field/crack and shouldering projects in Racine County; and

WHEREAS, Racine County completed the scope of work for the afore-mentioned projects and accepted payment for service and materials as provided under the agreement; and

WHEREAS, the tractor mower that best fits the requirements of the Public Works Division will cost \$92,777.00 (proposal attached); and

WHEREAS, there are available funds in Public Works PBM Materials Account.

