

**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: **TUESDAY MAY 14, 2019**

TIME: **6:00 P.M.**

PLACE: **IVES GROVE OFFICE COMPLEX
CONFERENCE ROOM BEHIND COUNTY BOARD CHAMBERS
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 May 1, 2019 committee meeting.
5. Finance Department – Brian Nelson – Declaring official intent to reimburse expenditures on 2019 Capital Projects from proceeds of borrowing – 2019 – Resolution – Action Requested: 1st Reading at the May 14, 2019 County Board Meeting.
6. Human Services Department – Hope Otto – Creation of 1 FTE Non-Rep – Non-Exempt N050 Econ Sup Supv-Child as of June 8, 2019 within the Human Services Department – 2019 – Resolution – Action Requested: 1st Reading at the May 14, 2019 County Board Meeting.
7. Communication & Report Referrals from County Board Meeting:
 - a. Jewell Motors on behalf of themselves has filed a claim against Racine County for property damage in the amount of \$4,468.52.
 - b. Strouse Law Offices & Napierala Law Offices on behalf of Judith Taggart-Erkander and filed a summons in a civil action against Racine Unified School District and Racine County Corporate Counsel.

c. Laurie Csepella on behalf of herself has filed a claim against Racine County for Property Damage.

d. Bankruptcy items:

Type of Action:	Person/Persons
Order of Discharge	Jeffrey Tyler Novak; Dale Thomas & Sandra Jean Jansa; Darius Alan & Shannon Marie Smith Jr; Abdul Wahib Alihu;
No Proof of Claim Deadline	Juliana May Gwin; Anthony Nathaniel McIntosh; Mose Etinne Jr.; Larry & Dorothy Mae Stafford;
Order Continuing Automatic Stay	Justin & Christine Harris; Warran John & Kristina Darlene Calverley;
Chapter 13 Case	Glenn Junior & Kathy Ann Pflugradt; Noelle Cassandra Goodwin;
Notice and Motion to Dismiss Confirmed Plan	Jeffrey Lewis & Jamie Nora Mattek; Lisa Kay Johnson;

8. Staff Report – No Action Items.

a) Finance & Human Resources Committee – Next Meeting will be June 5, 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: 5/14/2019

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

Description: Approval of the minutes from the May 1, 2019 Meeting

County Board Supervisors
Action: Approve
 Deny

Youth In Governance
 Approve
 Deny

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
May 1, 2019

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

Meeting attended by: Chairman Miller, Supervisors Bernberg, Dawson, Pringle, Shakoor II and Wisch, Youth Representative Rosli, Supervisor Trottier, County Board Chair Rusty Clark, County Executive Jonathan Delagrave, Chief of Staff MT Boyle, Finance Director Brian Nelson, Finance and Budget Manager Kris Tapp, Human Resources Director Karen Galbraith, Corp Counsel Michael Lanzdorf, Sgt. Schmidt, Joseph Veranth and Noaman Sharief from DANA Investments.

Excused: Supervisor Nielsen and Youth Representative Faust.

Agenda Item #1 – Convene Meeting.

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

Agenda Item #2 – Closed Session – 5:00 PM (Approximately 20 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 CONSIDER EMPLOYMENT WITH AN APPOINTED PUBLIC OFFICE OVER WHICH THE BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY UNDER SEC. 2-124(a)(6) OF THE RACINE COUNTY CODE OF ORDINANCES.

Action: Motion to go into closed session pursuant to s. 19.85(1)(c), WI Stats, to consider employment with an appointed public office over which the body has jurisdiction or exercises responsibility under sec. 2-124(a)(6) of the Racine County Code of Ordinances at 5:00pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: Roll Call Vote was taken of the members present: All Ayes No Nays.

Agenda Item #3 – Regular Session.

Action: To reconvene into regular session at 5:20pm. **Motion passed.** Moved: Supervisor Bernberg. Seconded: Supervisor Pringle. Vote: All Ayes No Nays.

Action: Forward nomination of Shuchi Wadhwa as IT Director for County Board approval. **Motion passed.** Moved: Supervisor Bernberg. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #4 – Youth in Governance/Comments.

Youth in Governance statement was read by Youth Representative Rosli.

Agenda Item #5 – Public Comments.

None.

Agenda Item #6 – Approval of Minutes from the April 10, 2019 committee meeting.

Action: Approve the minutes from the April 10, 2019 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #7 – Finance Department – Brian Nelson – Racine County 2019 1st Quarter Investment (Staff from DANA Investments will be available to discuss the materials) – 2019 – Report.

Joseph Veranth and Noaman Sharief from DANA Investments presented the 1st Quarter 2019 Investment materials.

Agenda Item #10 – Transfers:

a) Sheriff's Office – Sheriff Christopher Schmaling – Acceptance of a State of Wisconsin Bureau of Transportation Safety – Speed Enforcement Grant in the amount of \$50,000, Transfer of \$50,000 within the Sheriff's Office – Grant 2019 Budget and Transfer of \$6,000 from the Sheriff's Office 2019 Budget to the Sheriff's Office – Grant 2019 Budget – 2019 – Resolution – Action Requested: 1st Reading at the May 7, 2019 County Board Meeting.

Action: Accept the transfer and forward as a resolution to the County Board the State of Wisconsin Bureau of Transportation Safety – Speed Enforcement Grant in the amount of \$50,000, Transfer of \$50,000 within the Sheriff's Office – Grant 2019 Budget and Transfer of \$6,000 from the Sheriff's Office 2019 Budget to the Sheriff's Office – Grant 2019 Budget – 2019 – Resolution – 1st Reading at the May 7, 2019 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Agenda Item #7 – Finance Department – Brian Nelson – Racine County 2019 1st Quarter Investment (Staff from DANA Investments will be available to discuss the materials) – 2019 – Report.

Action: Accept and forward to the County Board the Racine County 2019 1st Quarter Investment – 2019 – Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #8 – Finance Department – Brian Nelson – 2019 1st Quarter Racine County Accepted Donations – 2019 – Report.

Action: Accept and forward to the County Board the 2019 1st Quarter Racine County Accepted Donations – 2019 – Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Further information regarding Meals on Wheels will be forwarded to the committee.

Agenda Item #9 – Finance Department – Brian Nelson – Authorizing the appointment of county representatives for Bushnell Funds at BMO Harris Bank – 2019 – Resolution – Action Requested: 1st Reading at the May 7, 2019 County Board Meeting.

Action: Authorize and forward to the County Board the appointment of county representatives for Bushnell Funds at BMO Harris Bank – 2019 – Resolution – 1st Reading at the May 7, 2019 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #11 – Finance Department – Brian Nelson – Encumbrance of funds from the 2018 Budget into the 2019 Budget – 2018 – Resolution – Action Requested: 1st & 2nd reading at the May 7, 2019 County Board Meeting.

Action: Accept and forward to the County Board the Encumbrance of funds from the 2018 Budget into the 2019 Budget – 2018 – Resolution – 1st & 2nd reading at the May 7, 2019 County Board Meeting. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #12 – Finance Department – Brian Nelson – Transfer within various departments in the General fund to close the 2018 year – 2018 – Resolution – Action Requested: 1st & 2nd Reading at the May 7, 2019 County Board Meeting.

Action: Accept and forward to the County Board the Transfer within various departments in the General fund to close the 2018 year – 2018 – Resolution – 1st & 2nd Reading at the May 7, 2019 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #13 – Finance Department – Brian Nelson – Transfer from various departments to Debt Service for completed bond projects to close the 2018 year – 2018 – Resolution – Action Requested: 1st & 2nd Reading at the May 7, 2019 County Board Meeting.

Action: Accept and forward to the County Board the Transfer from various departments to Debt Service for completed bond projects to close the 2018 year – 2018 – Resolution – 1st & 2nd Reading at the May 7, 2019 County Board Meeting. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #14 – Finance Department – Brian Nelson – Authorize the transfer of funds between various cost centers within the Human Services Department 2018 Budget, and the transfer of funds between various cost centers within the Health Services 2018 Budget, and the transfer of \$265,138 from the Health Services 2018 Budget to the Human Services Department 2018 Budget to close the 2018 year – 2018 – Resolution – Action Requested: 1st & 2nd Reading at the May 7, 2019 County Board Meeting.

Action: Authorize and forward to the County Board the transfer of funds between various cost centers within the Human Services Department 2018 Budget, and the transfer of funds between various cost centers within the Health Services 2018 Budget, and the transfer of \$265,138 from the Health Services 2018 Budget to the Human Services Department 2018 Budget to close the 2018 year – 2018 – Resolution – 1st & 2nd Reading at the May 7, 2019 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Chairman Miller requested that Finance Director Nelson provide a memo to the County Board explaining the need for items 11 – 14 to have first and second reading.

Agenda Item #15 – Communication & Report Referrals from County Board Meeting:

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

Agenda Item #16 – Staff Report- No Action Items.

Next Finance & Human Resources Committee meeting will be on May 15, 2019, if needed or unless canceled. If canceled, next meeting will be on June 5, 2019 at 5:00pm.

The Committee requested that the Finance & Human Resources Committee Packets be tabbed like previously done.

Agenda Item #17 – Adjournment.

Action: Adjourn meeting at 6:30pm. **Motion Passed.** Moved: Supervisor Wisch. Seconded: Supervisor Pringle. Youth Representative Vote: All Aye No Nays. Advisory Vote: All Ayes No Nays.

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2019</u>	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: Finance Department - Brian Nelson

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Brian Nelson
 If a person is not in attendance the item may be held over.

Does the County Executive know of this request: yes

If related to a position or position change, Does the Human Resources Director know of this request: no

Does this request propose the expenditure, receipt or transfer of any funds? no

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 5/14/2019 Date of County Board Meeting to be Introduced: 5/14/2019

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

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Declaring official intent to reimburse expenditures on 2019 Capital Projects from proceeds of borrowing

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

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.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows 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.

May 14, 2019

RESOLUTION NO.

RESOLUTION BY THE FINANCE AND HUMAN RESOURCES COMMITTEE DECLARING
OFFICIAL INTENT TO REIMBURSE EXPENDITURES ON 2019 CAPITAL PROJECTS FROM
PROCEEDS OF BORROWING

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

WHEREAS, Racine County, Wisconsin (the "County") plans to undertake the capital projects listed on Exhibit A (the "Projects");

WHEREAS, the County expects to finance the Projects on a long-term basis by issuing tax-exempt bonds or other tax-exempt obligations (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Projects, the County must provide interim financing to cover costs of the Projects incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the County Board of Supervisors of the County deems it to be necessary, desirable, and in the best interests of the County to advance moneys from its funds on hand on an interim basis to pay the costs of the Projects until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of the County that:

Section 1. Expenditure of Funds. The County shall make expenditures as needed from its funds on hand to pay the cost of the Projects until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The County hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$4,997,102

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Projects from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the County pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the County Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19 and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

1 Res No.
2 Page Two

3 Respectfully submitted,

4
5 1st Reading _____

**FINANCE AND HUMAN RESOURCES
COMMITTEE**

6
7 2nd Reading _____

8
9 **BOARD ACTION**

Robert N. Miller, Chairman

10 Adopted _____

11 For _____

Brett A. Nielsen, Vice-Chairman

12 Against _____

13 Absent _____

14
15 **VOTE REQUIRED: Majority**

Q.A. Shakoor, II, Secretary

16
17 Prepared by:
18 Corporation Counsel

Janet Bernberg

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20

21

John A. Wisch

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Mike Dawson

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Thomas Pringle

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

31 **Approved:** _____

32 **Vetoed:** _____

33

34 **Date:** _____,

35

36

37

Jonathan Delagrave, County Executive

2019 Racine County Bonded Capital Projects

Department	Description	Amount
BFM	CH Air Handler Unit #5	20,000
BFM	CH Air Handler Unit #4	25,000
BFM	RCDKSC Elevator Controls Replacement	25,500
BFM	Replace all sanitary waste piping serving the 4th floor	75,000
BFM	Mental Health Bldng at RCDKSC Architectural Design	100,000
BFM	Ch/LEC Building Automation Project	150,000
BFM	LEC Chiller Replace- complete replacement	595,000
Clerk of Courts	Architectural Design (LEC 1st Floor North & West Courtrooms)	40,000
Communications	Replace Communications Center UPS	40,880
Cultural	Health Care Network	20,000
Cultural	union grove band stand	100,000
Cultural	HALO	100,000
Highway	CTH D - STH 20 to County Line Safety Improvements DOT HRRR Program	35,000
Highway	Ives Grove Truck Storage Building Design - Repair	50,000
Highway	2 - 11 ft wide area mowers	100,000
Highway	3 - One Tone Dump Trucks, 1 with plow	145,000
Highway	Facility Asphalt repaving	150,000
Highway	Tandem Axle Truck w/plow, wing & salter	280,000
Highway	CTH U box culvert 1/2 mile north of CTH G, Design & Reconstruct	400,000
Highway	Replace 2 Large box culverts CTH A & CTH J	650,000
Highway	CTH KR ROW & Property Acquisitions	1,250,000
Parks	Quarry Lake Outdoor Pet station	10,000
Parks	Old Settlers Park Bathroom & Concession Improvements	40,000
Parks	Wadewitz Barn Exterior Improvements	50,000
Parks	Fischer Park Shelter/Restrooms (Design & Construction Drawings)	50,000
Parks	Quarry Lake Park New Shelter, Detached Maintenance Garage & Seawall (Design)	75,000
Parks	Fisher Park Parking Lot Paving	134,000
Parks	Additional funding for Pritchard Park	250,000
Sheriff	A Wing Showers	36,722
Total Tax Exempt Debt Issuance		<u><u>4,997,102</u></u>

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2019</u>	<input checked="" type="checkbox"/>	Resolution Request
		<input type="checkbox"/>	Ordinance Request
		<input type="checkbox"/>	Report Request

Requestor/Originator: Human Service Dept - Hope Otto

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) ESS Supervisor & Manager
 If a person is not in attendance the item may be held over.

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request: Yes

Does this request propose the expenditure, receipt or transfer of any funds? Yes

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 5/14/2019 Date of County Board Meeting to be Introduced: 5/14/2019

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

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Creation of 1 FTE Non Rep - Non Exempt N050 Econ Sup Supv-Child as of June 8, 2019 within the Human Service Department

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

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.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows 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.

MAY-14-2019

FISCAL NOTE RESOLUTION NO:

EXHIBIT "A"

Fiscal Year: 2019

FTE	POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
Position created will be effective June 8, 2018						
HUMAN SERVICES - Budget page 31-21						
1.000	Econ Supp Supv-Child	N050	32,995	13,155		46,150
	Economic Support Specialist	N060	(32,995)	(13,155)		(46,150)
<u>1.000</u>	Total for HUMAN SERVICES		0	0		0

* Note: Position will be funded by sufficient budget savings due to unfilled position vacancies



Racine County Human Services

Hope Otto
1717 Taylor Avenue
Racine, WI 53403
262-638-6646
Hope.Otto@racinecounty.com

To: Members of the Health and Human Development Committee

From: Hope Otto, Director, Racine County Human Services Department

Subject: Position Request

Date: May 7, 2019

I am requesting the addition of 1 FTE Economic Support Supervisor (ESS) to be responsible for the day-to-day operation of an Economic Support unit administering the Child Care Certification Program.

There are presently 3 supervisors in the Economic Support Division who are responsible for overseeing the work of 52 Economic Support staff. Child Care Certification is currently administered by staff throughout the division along with their other duties including Food Share, Medical Assistance, Program Integrity and other supportive services. This equates to approximately 17 staff per supervisor.

In addition, supervisors are responsible for identifying training needs, program analytics, policy interpretation and implementation as well as responding to concerns from recipients and MA providers. Supervisors must remain current with state and federal policy changes and incorporate those changes into practice. This must be accomplished through a collaborative means with Kenosha, our consortia partner.

In the last decade, Racine County, along with the remainder of the State, lost 80% of certified child care providers. With the economic growth Racine County is experiencing, it is important to create more alternatives for young working families who seek this type of care for their children. We must have staff dedicated to outreach and who provide support and assistance to prospective and existing certified child care providers. Currently, the certifier function is blended with other duties that may prevent the success of this goal. This position would consolidate all of the child care certification activity into one unit with dedicated staff, thus freeing up resources from other units to concentrate on the remaining public benefit administration.

This position will be funded by 100% Child Care/Wisconsin Shares.