

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
March 24, 2015

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

Meeting attended by: Chairman Shakoor, Supervisors Bernberg, Miller, Nielsen, Pringle, Snow and Wisch, Youth Representative Busey, County Board Chairman Rusty Clark, Supervisors Buske, Osterman and Zenner-Richards, Interim County Executive Peter Hansen, Chief of Staff Lorna George, Interim Finance Director Margaret Hamers, Human Resources Director Karen Galbraith, Finance & Budget Analyst Kris Tapp, Public Works and Development Services Director Julie Anderson, Information Systems Director Terry DeBrabander, Human Services Department Jonathan Delagrave, County Treasurer Jane Nikolai, Register of Deeds Tyson Fettes, Communications Director Thomas Christensen, Chad Sampson, Sheriff Christopher Schmaling, Emergency Management Coordinator David Maack, Asst. Corporation Counsel John Serketich, Asst. Corporation Counsel Jeff Leggett, and Asst. Corporation Counsel Michael Lanzdorf.

Excused: Youth Representative Becker.

Agenda Item #1 - Convene Meeting

Meeting Called to Order at 5:02 pm by Chairman Shakoor.

Agenda Item #2 – Chairman Shakoor – Youth in Governance

Chairman read the Youth in Governance statement.

Agenda Item #3 – Public Comments

Dave Lecus – 10012 W 6 Mile Road, Franksville WI 53126 – Talked about running for County Executive and being on the Town of Raymond Board.

Agenda Item #4 – Approval of Minutes from the March 10, 2015 Meeting.

Action: Approve the minutes from the March 10, 2015 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #5 – Fiscal Notes for Second Reading.

None.

Agenda Item #6 – County Treasurer – Jane Nikolai – Revenue Report – Informational only.

Action: Accept Report. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Supervisor Wisch requested that the County Treasurer & Interim Finance Director inform the committee when the RFP for new Investment advisors.

Agenda Item #7 - Requests for Transfer

7a – Land Information – Julie Anderson – Transfer of \$126,453 within the Land Information – Public Access 2015 Budget, authorization of capital project and sole source for ESRI – Environmental Systems Research Institute for the upgrade of the ARCGIS system – 2015 – Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the transfer of \$126,453 within the Land Information – Public Access 2015 Budget, authorization of capital project and sole source for ESRI – Environmental Systems Research Institute for the upgrade of the ARCGIS system – 2015 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-135). **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

7b – Register of Deeds – Tyson Fettes – Transfer of \$8,485 within the Register of Deeds – Technology 2015 Budget, authorization for capital equipment and sole source for Transcendent Technologies for additional software packages for the new Tax Software – 2015 - Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$8,485 within the Register of Deeds – Technology 2015 Budget, authorization for capital equipment and sole source for Transcendent Technologies for additional software packages for the new Tax Software – 2015 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-136). **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7c – Human Service Department – Jonathan Delagrave – Creation of 1 FTE Deputy Sheriff Position as of 5/1/15 within the Sheriff’s Office – Child Support, Transfer of \$40,519 within the Sheriff’s Office – Child Support 2015 Budget, transfer of \$15,722 from the Human Services Department 2015 Budget to the Sheriff’s Office – Child Support 2015 Budget, transfer of \$4,100 from the Human Services Department 2015 Budget to the 2015 Capital Equipment Budget, transfer of \$500 from the Human Services Department 2015 Budget to the 2015 Sheriff’s Office Budget and authorization of capital equipment purchase – 2015 - Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the creation of 1 FTE Deputy Sheriff Position as of 5/1/15 within the Sheriff’s Office – Child Support, Transfer of \$40,519 within the Sheriff’s Office – Child Support 2015 Budget, transfer of \$15,722 from the Human Services Department 2015 Budget to the Sheriff’s Office – Child Support 2015 Budget, transfer of \$4,100 from the Human Services Department 2015 Budget to the 2015 Capital Equipment Budget, transfer of \$500 from the Human Services Department 2015 Budget to the 2015 Sheriff’s Office Budget and authorization of capital equipment purchase – 2015 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-137). **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

The following transfers are being brought forward by the Finance Department to amend various departments 2014 budget for year end. A representative from the various departments will not be at the meeting unless the transfer crosses departments then the receiving department will be in attendance. This will be noted by the transfer item.

7d – Land Conservation – Transfer of \$1,138 from the Development Services 2014 Budget to the Land Conservation 2014 Budget and transfer of \$22,777 within the Land Conservation 2014 to cover overages in accounts – 2014 – 1st Reading at the March 24, 2015 County Board Meeting. Requires a representative from the Land Conservation Division to appear at the meeting.

Action: Authorize the Transfer of \$1,138 from the Development Services 2014 Budget to the Land Conservation 2014 Budget and transfer of \$22,777 within the Land Conservation 2014 to cover overages in accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-138). **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7e – Medical Examiner’s Office – Transfer of \$16,868 within the Medical Examiner’s 2014 Budget and transfer of \$94,890 from Various Departments 2014 Budget to cover overages of accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting. Requires a representative from the Medical Examiner’s Office to appear at the meeting.

Action: Authorize the Transfer of \$16,868 within the Medical Examiner’s 2014 Budget and transfer of \$94,890 from Various Departments 2014 Budget to cover overages in accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-139). **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7f – Emergency Management – Transfer of \$6,870 within the Emergency Management 2014 Budget and transfer of \$13,993 from the County Board 2014 Budget to the Emergency Management 2014 Budget to cover shortfall/overage in accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting. Requires a representative from the Emergency Management Office to appear at the meeting.

Action: Authorize the Transfer of \$6,870 within the Emergency Management 2014 Budget and transfer of \$13,993 from the County Board 2014 Budget to the Emergency Management 2014 Budget to cover shortfall/overage in accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-140). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7g – Veterans Service Office – Transfer of \$4,271 from the County Board 2014 Budget to the Veterans Service Office 2014 Budget to cover shortfall in accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting. Requires a representative from the Veterans Service Office to appear at the meeting.

Action: Authorize the Transfer of \$4,271 from the County Board 2014 Budget to the Veterans Service Office 2014 Budget to cover shortfall in accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-141). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7h – Communications Department – Transfer of \$251,626 within the Communications Department 2014 Budget and transfer \$106,728 from the NL-Communications Equity Reserve Account to the Communications 2014 Budget – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting. Requires a representative from the Communications Department to appear at the meeting.

Action: Authorize the Transfer of \$251,626 within the Communications Department 2014 Budget and transfer \$106,728 from the NL-Communications Equity Reserve Account to the Communications 2014 Budget – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-142). **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7i – Finance Department – Transfer of \$223,212 from the Contingent Account 2014 Budget to the Miscellaneous Bad Debts 2014 Budget to cover bad debt expense – 2014 – Resolution –1st Reading at the March 24, 2015 County Board Meeting. Finance Department will appear for the Miscellaneous Bad Debt.

Action: Authorize the Transfer of \$223,212 from the Contingent Account 2014 Budget to the Miscellaneous Bad Debts 2014 Budget to cover bad debt expense – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-143). **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7j – Finance Department – Transfer of \$74,632 within the Revenues Non Dept 2014 Budget, transfer of \$61,643 from the Contingent Account to the Revenues Non Dept 2014 Budget and transfer of \$226,217 from the Equity-General Fund Unassigned to the Revenues Non Dept 2014 Budget to cover shortfall/overages in accounts – 2014 – Resolution –1st Reading at the March 24, 2015 County Board Meeting. Finance Department will appear for the Revenues Non Dept.

Action: Authorize the Transfer of \$74,632 within the Revenues Non Dept 2014 Budget, transfer of \$61,643 from the Contingent Account to the Revenues Non Dept 2014 Budget and transfer of \$226,217 from the Equity-General Fund Unassigned to the Revenues Non Dept 2014 Budget to cover shortfall/overages in accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-144). **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7k – Sheriff's Office – Transfer of \$305,524 within the Various Sheriff's Office 2014 Budget and transfer of \$500,909 from Various Departments 2014 Budget to cover overage/shortfall in accounts – 2014 – Resolution –1st Reading at the March 24, 2015 County Board Meeting. Requires a representative from the Sheriff's Office to appear at the meeting.

Action: Authorize the Transfer of \$305,524 within the Various Sheriff's Office 2014 Budget and transfer of \$500,909 from Various Departments 2014 Budget to cover overage/shortfall in accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-145). **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7l – County Executive – Transfer of \$816 within the County Executive 2014 Budget – 2014 – Report.

Action: Authorize the transfer of \$816 within the County Executive 2014 Budget – 2014 – Report. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7m – Print & Services Division – Transfer of \$478 within the Print & Services Division 2014 Budget to cover overage of accounts – 2014 – Report.

Action: Authorize the transfer of \$478 within the Print & Services Division 2014 Budget to cover overage of accounts – 2014 – Report. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7n - Corporation Counsel – Transfer of \$2,210 within the Various Corporation Counsel 2014 Budget to cover overage of accounts – 2014 – Report.

Action: Authorize the transfer of \$2,210 within the Various Corporation Counsel 2014 Budget to cover overage of accounts – 2014 – Report. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7o – UW Extension – Transfer of \$3,856 within the UW Extension 2014 Budget to cover overage in accounts – 2014 – Report.

Action: Authorize the transfer of \$3,856 within the UW Extension 2014 Budget to cover overage in accounts – 2014 – Report. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7p – County Clerk – Transfer of \$35,970 within Various County Clerks 2014 Budget to cover overages in account – Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$35,970 within the Various County Clerks 2014 Budget to cover overages in accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-146). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7q – County Treasurer – Transfer of \$11,474 within the County Treasurers – In Rem 2014 Budget to transfer excess revenue to expense accounts – Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$11,474 within the County Treasurers – In Rem 2014 Budget to transfer excess revenue to expense accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-147). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7r – District Attorney – Transfer of \$7,880 within the District Attorney’s Office 2014 Budget to cover overages of accounts – Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$7,880 within the District Attorney’s Office 2014 Budget to cover overages of accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-148). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7s – Clerk of Courts – Transfer of \$64,658 within the Various Clerk of Courts 2014 Budget to cover overages of accounts – Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$64,658 within the Various Clerk of Courts 2014 Budget to cover overages of accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-149). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7t – Register of Deeds – Transfer of \$81,553 within the Various Register of Deeds/Land Description 2014 Budget to cover overages of accounts – Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$81,553 within the Various Register of Deeds/Land Description 2014 Budget to cover overages of accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-150). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7u – Finance Dept – Transfer of \$7,656 within the Finance Departments 2014 Budget – 2014 - Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$7,656 within the Finance Departments 2014 Budget – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-151). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7v – Information Systems – Transfer of \$16,324 within the various Information Systems 2014 Budget to cover overage accounts - 2014 - Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$16,324 within the Various Information Systems 2014 Budget to cover overage accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-152). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7w – Development Services – Transfer of \$16,922 within the Development Services 2014 Budget to cover overage accounts - 2014 - Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$16,922 within the Development Services 2014 Budget to cover overage of accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-153). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7y – Jail Alternative – Transfer of \$85,403 within the Various Alternatives to Incarcerations 2014 Budget to cover overage accounts - 2014 - Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$85,403 within the Various Alternatives to Incarcerations 2014 Budget to cover overage of accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-155). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7z – Employee Pretax Dependant Care & Flex Spending – Transfer of \$76,869 within the Employee Pretax Dependant Care & Flex Spending 2014 Budget to clean up accounts - 2014 - Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$76,869 within the Employee Pretax Dependant Care & Flex Spending 2014 Budget to clean up accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-156). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7aa – Building & Facilities Management – Transfer of \$113,289 within the Various Building & Facilities Department 2014 Budget to clean up accounts - 2014 - Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$113,289 within the Various Building & Facilities Management 2014 Budget to clean up accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-157). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7bb – Parks Division – Transfer of \$221,514 within the Parks Division 2014 Budget to clean up accounts - 2014 - Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$221,514 within the Parks Division 2014 Budget to clean up accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-158). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7cc – Capital Projects – Transfer of \$105,267 within the Various Capital Projects 2014 Budget to clean up accounts - 2014 - Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$105,267 within the Various Capital Projects 2014 Budget to clean up accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-159). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

7x – Ridgewood Care Center – Transfer of \$3,164,082 within the Ridgewood Care Center 2014 Budget to cover shortfall/overage in accounts - 2014 - Resolution –1st Reading at the March 24, 2015 County Board Meeting.

Action: Authorize the Transfer of \$3,164,082 within the Ridgewood Care Center 2014 Budget to cover shortfall/overage in accounts – 2014 – Resolution – 1st Reading at the March 24, 2015 County Board Meeting (Resolution No. 2014-159). **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Agenda Item #8- Closed Session

Action: To meet in closed session pursuant to Section 19.85(1) (g) of the Wisconsin State Statutes to discuss with Legal Counsel the claims against Racine County 1) State Farm and its insured's Daniel and Kristen Russell at 6:25 p.m. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Bernberg. Vote: Carried unanimously by roll call vote.

Agenda Item #9 - Regular Session

Action: To meet in regular session. Time: 6:27 p.m. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Miller. Vote: All Ayes No Nays.

Agenda Item #10- Possible actions on items from closed session

Action: Approve the settlement of the claim of State Farm and its insured's Daniel and Kristen Russell for \$2,366.01 – 2015 – Report. **Motion Passed.** Moved: Supervisor Miller. Seconded: Supervisor Pringle. Vote: All Ayes No Nays.

Agenda Item #11 – Human Resources – Karen Galbraith – Retirees request to reimburse Income-Related Monthly Adjustment – Finance & Human Resources Committee Action only.

Action: Authorization to reimburse income-related monthly adjustment to Racine County retirees for one year. **Motion Passed.** Moved: Supervisor Snow. Seconded: Supervisor Pringle. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays

Discussion: Human Resources informed the Committee that Humana is willing to provide them an implementation credit of \$1,000. Human Resources will send a mailing to all retirees with the Humana insurance to see if there are any more that qualify for the reimbursement.

Agenda Item #12– Communication Referrals from County Board Meeting.

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

Agenda Item #13 – Miscellaneous

Agenda Item #14- Adjournment

Action: Adjourn the meeting at 6:32 pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays.