

**FINANCE AND HUMAN RESOURCES COMMITTEE MEETING**  
**June 17, 2020**

PURSUANT TO THE RACINE COUNTY EXECUTIVE'S  
ADMINISTRATIVE ORDER DATED MARCH 26, 2020, THE MEETING  
WILL BE HELD VIA PHONE CONFERENCING AND NO PERSONAL  
GATHERING WILL TAKE PLACE.

Meeting attended by: Chairman Miller, Supervisors Shakoor II, Demske, Clark, Pringle, and Trottier, Youth Representative Eifert, County Executive Jonathan Delgrave, Finance Director Brian Nelson, Finance and Budget Manager Kris Tapp, Human Resources Director Karen Galbraith, Erin Rooney-Phillips, HSD Fiscal Manager Gwen Zimmer, Carolyn Engel RCEDC, and Clerk of Courts Sam Christensen.

Absent: Supervisor Wisch.

Excused: Youth Representative Sathyanarayanan.

**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 Eifert.

**Agenda Item #3 – Public Comments.**

None.

**Agenda Item #4 – Approval of Minutes from the June 3, 2020 committee meeting.**

**Action:** Approve the minutes from the June 3, 2020 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #5 – RCEDC – Carolyn Engel – Approve Revolving Loan Fund (RLF) Plan and addendum for the administration of the U.S. Economic Development Administration (EDA) business loan program – 2020 – Resolution – Action Requested: 1st & 2nd Reading at the June 23, 2020 County Board Meeting.**

**Action:** 1st & 2nd Reading at the June 23, 2020 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Clark. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #6 – Human Resources – Karen Galbraith – Execution of a three-year contract with Ascension to operate Racine Employee Health and Wellness Center – 2020 – Resolution – Action Requested: 1st Reading at the June 23, 2020 County Board Meeting.**

**Action:** 1st Reading at the June 23, 2020 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Shakoor. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #7– Transfers:**

**a) Human Resources – Karen Galbraith – Creation of 1 FTE Non Rep – Exempt E070 Human Resources Manager effective July 20, 2020 and transfer of \$36,660 from Human Services 2020 Budget to the Human Resources 2020 Budget – 2020 – Resolution – Action Requested: 1st Reading at the June 23, 2020 County Board Meeting.**

**Action:** 1<sup>st</sup> Reading at the June 23, 2020 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Demske. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**b) Clerk of Courts – Samuel Christensen – Elimination of 2 - .7 FTE Non Rep – Non Exempt N060 – Office Assistants and creation of 1 FTE Non Rep – Non Exempt N020 – Clerk II within the Clerk of Courts 2020 budget effective 7/20/2020 – 2020 – Resolution – Action Requested: 1st Reading at the June 23, 2020 County Board Meeting.**

**Action:** 1st Reading at the June 23, 2020 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Clark. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**c) Human Services – Hope Otto – Authorize changes to the Human Services staff wage schedule effective August 1, 2020 and transfer of \$77,517 within the Human Service Department 2020 Budget – 2020 – Resolution – Action Requested: 1st Reading at the June 23, 2020 County Board Meeting.**

**Action:** 1st Reading at the June 23, 2020 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Trotter. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**d) Sheriff’s Office – Sheriff Christopher Schmaling – Acceptance of additional Federal Bureau of Transportation Safety – Impaired Driving Enforcement Grant in the amount of \$30,000 with a 25% Match and authorizing the transfer of \$30,000 within the Sheriff’s Grant 2020 Budget and transfer of \$7,500 from the Sheriff’s 2020 Budget to the Sheriff’s Grant 2020 Budget – 2020 – Resolution – Action Requested: 1st Reading at the June 23, 2020 County Board meeting.**

**Action:** 1st Reading at the June 23, 2020 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Clark. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

**Agenda Item #8– Communication & Report Referrals from County Board Meeting:**

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

**Agenda Item #9 – Staff Report – No Action Items.**

- a) Finance & Human Resources Committee – Next Meeting will be July 8, 2020.
- b) Format Preferences for future FHR Committee meetings – discussion.
  - Phone format will be used for future meetings.

**Agenda Item #10– Adjournment.**

**Action:** Adjourn meeting at 6:04pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Clark. Vote: All Aye No Nays. Advisory Vote: All Ayes No Nays.