

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

Supervisor Don Trottier, Chairman
Supervisor Robert Miller, Vice Chairman
Supervisor John Wisch, Secretary
Supervisor Nick Demske
Supervisor Scott Maier

Supervisor Jody Spencer
Supervisor Jason Eckman
Adan Merino-Cabrera, Youth in Governance Representative
Daysia Ward, 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 September 6th, 2023**

TIME: **5:00 p.m.**

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

*****NOTE: THIS AGENDA INCLUDES A CLOSED SESSION NEAR THE BEGINNING OF THE MEETING. *****

1. Convene Meeting
2. Chairman Comments – Youth in Governance/Comments
3. Public Comments
4. Approval of Minutes from the August 2, 2023, committee meeting – Action of the Committee only.
5. Closed Session - IT IS ANTICIPATED THAT THE FINANCE AND HUMAN RESOURCES COMMITTEE WILL MEET IN A CLOSED SESSION PURSUANT TO SECTION 19.85(1)(g) OF THE WISCONSIN STATE STATUTES TO DISCUSS WITH LEGAL COUNSEL A CLAIM AGAINST RACINE COUNTY BY: QUENTIN POMPY [22CV61]; RONALD BAUMGART. THE COMMITTEE RESERVES THE RIGHT TO RECONVENE IN REGULAR SESSION TO TAKE POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION
6. Corporation Counsel – Michael Lanzdorf – Authorize a multi-year contract with LexisNexis, a division of RELX Inc. for a period of October 1, 2023, to September 30, 2026. – 2023 – Resolution – Action Requested: 1st & 2nd Reading at the September 12, 2023, County Board Meeting.

7. Sheriff's Office – Jonathan Delagrave & Christopher Schmaling – Update on Jail Medical Contract –Information Only.
8. County Treasurer –Jeffrey Latus – Request to County Board to allow for the cancellation of interest & penalty for 1205 & 1325 Sixteenth St, in accordance with Wis. Stat. § 75.105 and in agreement with the WI DNR. – Resolution – Action Requested: 1st Reading at the September 12, 2023, County Board Meeting.
9. Transfers
 - a. Human Services – Hope Otto– Authorize the capital project Records Room Redesign, transfer of \$50,000 within the 2023 Human Services Department and 2023 Capital Projects budget. – Resolution – Action Requested: 1st Reading at the September 12, 2023, County Board Meeting.
10. Human Resources – Jonathan Delagrave & Sarah Street –2024 Employee Benefit Presentation – Information Only.
11. Communication & Report Referrals from County Board Meeting:
 - a. Bankruptcy items:

Type of Action:	Person/Persons
Chapter 7 Order of Discharge	Angela Gruber; Benjamin Evenson; Katherine Evenson; Brittany Jones; Gregory Lindsey; Shane Sharrett; Corey Majewski; Richard Hendrickson; Gina Langridge-Hendrickson; Anthony Boyden; Robert Case; Michael Carter;
Chapter 7 Order Granting Debtors Motion to Reopen Case	Benjamin Evenson; Katherine Evenson;
Chapter 7 Notice of Case	Donald Kannenberg; Glenn Purlee; Amanda Jenkins; Isaiah Jenkins; Mark Flynn; Christine Flynn; Karrie Sweatt; Jean Morin;
Chapter 13 Notice of Case	Antonio Tolbert; Todd Waege Jr; Elizabeth Quasius; John Munoz; Christopher Ruff; Chrstina Ruff; Greg Kuske; Diane Nuss;
Chapter 13 Notice of Application for Compensation and Reimbursement of Attorney Fees and Costs	Monica Angeles;
Chapter 13 Order Confirming Plan	Cassy Graceffa; Aaron Graceffa; Tony Irby; Lynn Irby; Jason Lowman; Jeanna Lowman;

Chapter 13 Order Granting Motion for Continuation of Stay	Michelle Peterson; Rick Peterson;
Chapter 13 Order Modifying Confirmed Plan	Justin Kumorkiewicz; Rafael Figueroa; Lourdes Figueroa; Jeffrey Urquhart;
Chapter 13 Notice and Motion to Dismiss Confirmed Plan	Mary Madisen; Megan Krueger; Tykeisha Burney; Arlin Crandall; Kelly Crandall;
Chapter 13 Notice and Motion to Dismiss Unconfirmed Plan	Melissa Verbeten; Michael Verbeten;
Chapter 13 Order Continuing the Automatic Stay	Shaquanna Arnold;
Chapter 13 Order Dismissing Case	Jeffrey Santos; Jordan Zahn; Russell Murphy; Lisa Murphy; Larry Haynes;
Chapter 13 Order of Discharge	Kimberly Jackson; Bryan Zimmerman; Vance Johnson; Caroline Johnson; Robert Mueller;
Chapter 13 Notice of Request to Amend Unconfirmed Chapter 13 Plan	Lisa Ponce;
Chapter 13 Notice of Request to Amend Confirmed Chapter 13 Plan	James Crawley; Aime Crawley;

Staff Report – No Action Items.

- Finance & Human Resources Committee – Next meeting will be on September 20, 2023, at 5:00 p.m.

12. Adjournment

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance & Human Resources Committee

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 9/6/2023

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

Description: Minutes from the August 2nd, 2023 FHR Meeting

County Board Supervisors
Action: Approve
 Deny

Youth In Governance
 Approve
 Deny

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
Wednesday, August 2, 2023

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

Meeting attended by: Chairman Trottier, Supervisors Spencer, Eckman, Wisch, Maier, and Miller, Youth in Governance Representatives Ward and Merino-Cabrera, Finance Director Gwen Zimmer, and Human Resources Director Sarah Street.

Other attendees: PFM Financial Advisors Director Kristin Hanson and Dana Investment Advisors Senior Vice President and Portfolio Manager Matthew Slowinski.

Absent: Supervisor Demske.

Agenda Item #1 – Convene Meeting

Meeting Called to Order at 5:00 p.m. by Chairman Trottier.

Agenda Item #2 – Youth in Governance/Comments

Youth in Governance statement was read by Youth Representative Ward.

Agenda Item #3 – Public Comments

There were no public comments.

Agenda Item #4 – Approval of Minutes from the July 19, 2023, committee meeting

Action: Approve the minutes from the July 19, 2023, committee meeting.

Motion Passed: Moved: Supervisor Miller. Seconded by Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes, No Nays.

Agenda Item #5– Finance Department – Gwen Zimmer with PFM Financial Advisors LLC – Racine County Sale of Series 2023C Bond Results – Information only no action requested.

This item was presented by PFM Financial Advisors Director Kristin Hanson.

Committee requests the report be forwarded to the full County Board.

Agenda Item #6 – Finance Department – Gwen Zimmer – Racine County 2023 2nd Quarter Investment Report (Staff from DANA Investments will be available to discuss the materials) – 2023 – Report.

This item was presented by Dana Investment Advisors Senior Vice President and Portfolio Manager Matthew Slowinski

Committee requests the report be forwarded to the full County Board.

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING
Wednesday, August 2, 2023

Agenda Item #7 Finance Department – Gwen Zimmer– 2022 Audit update –Information only no action requested.

Committee requests the report be forwarded to the full County Board.

Agenda Item #8 Finance Department – Gwen Zimmer –2023 2nd Quarter Grant Applications Report – 2023 – Report.

Committee requests the report be forwarded to the full County Board.

Agenda Item #9 – Finance Department – Gwen Zimmer – 2023 2nd Quarter Accepted Donations – 2023 – Report.

Committee requests the report be forwarded to the full County Board.

Agenda Item #10 -Communication & Report Referrals from County Board Meeting:

Action: Receive and file items a.

Motion Passed: Moved by Supervisor Miller. Seconded by Supervisor Maier. Vote: All Ayes, No Nays.
Advisory Vote: All Ayes, No Nays.

Agenda Item #11 – Staff Report – No Action Items.

- a. Finance & Human Resources Committee – Next Meeting will be August 16, 2023.

Agenda Item #12 – Adjournment.

Action: Adjourn the meeting at 6:02 p.m.

Motion Passed: Moved by Supervisor Miller. Seconded by Supervisor Spencer. Vote: All Ayes, No Nays.

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2023</u>	<input type="checkbox"/>	Resolution Request
		<input type="checkbox"/>	Ordinance Request
		<input checked="" type="checkbox"/>	Information Only
		<input type="checkbox"/>	Report Request

Requestor/Originator: Principal Assistant Corporation Counsel- John P. Serketich

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Principal Assisant Corporation Counsel- John P. Serketich
 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: N/A

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

Date Considered by Committee: 9/6/2023 Date of County Board Meeting to be Introduced: _____

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:

Discussion with legal counsel regarding the status of the following current litigation: Quentin Pompy [22CV61]

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.



REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2023</u>		Resolution Request
			Ordinance Request
		X	Information Only
			Report Request

Requestor/Originator: John P. Serketich - Principal Assistant Corporation Counsel

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) John P. Serketich
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: N/A

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

Date Considered by Committee: 9/6/2023 Date of County Board Meeting to be Introduced: _____

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:

Discussion with legal counsel regarding the following claim: Progressive Insurance on behalf of Ronald Baumgart

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:

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REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2023</u>	<input checked="" type="checkbox"/>	Resolution Request
		<input type="checkbox"/>	Ordinance Request
		<input type="checkbox"/>	Report Request

Requestor/Originator: Corporation Counsel-Michael Lanzdorf

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

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: N/A

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

Date Considered by Committee: 9/6/2023

Date of County Board Meeting to be Introduced: 9/12/2023

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:

Authorizing a multi-year contract with LexisNexis, a division of RELX Inc. for a period of October 1, 2023 to September 30,2026

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.

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SEP- 06-2023

FISCAL NOTE RESOLUTION NO:

EXHIBIT "A"

Fiscal Year: **2023**

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE
CORPORATION COUNSEL			
2023 BUDGET			
C/S- COMPUTER RESEARCH	14100000.404650		1,454
ANTICIPATED REMAINING 2023 BUDGET			<hr/> 1,454
2023 CONTRACT AMOUNT			90
2024-2026 CONTRACT AMOUNTS			1,135

THERE ARE SUFFICIENT FUNDS AVAILABLE TO COVER THIS CONTRACT FOR 2024 - 2026
WITH FUTURE COUNTY BOARD APPROVAL

NOTE: This contract period is from 10/1/2023-09/30/2026



MEMO

To: Racine County Board – Finance & Human Resources Committee
From: Michael J. Lanzdorf – Racine County Corporation Counsel
Date: August 4, 2023
Re: Authorizing Three-Year Contract With LexisNexis

The Office of Corporation Counsel is responsible for providing legal advice and opinions to the County Board, County Executive, County Departments, Boards and Commissions, and elected constitutional officers to assist them in effectively carrying out their functions. To that end, it is paramount that the Office has continuing and effective access to legal research and analytics solutions to inform the best outcomes for Racine County. LexisNexis legal research solutions provides comprehensive content including cases and codes, the industry's leading citator, the largest collection of public records, document drafting, and practical guidance on zoning and planning, real estate and construction, labor relations, taxation, and more.

The current LexisNexis contract is set to expire September 30, 2023. Entry into a three-year contract is in Racine County's best interest as the committed term presents savings and certainty regarding the continuing availability of up-to-date legal research solutions.

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2023</u>		Resolution Request
		Ordinance Request
	x	Information only
		Report Request

Requestor/Originator: Sheriff's Office - Christopher Schmaling

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading)
If a person is not in attendance the item may be held over. Sheriff's Office - Christopher Schmaling

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: N/A

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: 9/6/2023 Date of County Board Meeting to be Introduced: _____

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:

Update on Jail Medical Contract – Information Only.

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.

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REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2023</u>	<input checked="" type="checkbox"/>	Resolution Request Ordinance Request Report Request
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Requestor/Originator: County Treasurer- Jeffrey Latus

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) County Treasurer- Jeffrey Latus
 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: N/A

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

Date Considered by Committee: 9/6/2023 **Date of County Board Meeting to be Introduced:** 9/12/2023

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:

Request to County Board to allow for the cancellation of interest & penalty for 1205 & 1325 Sixteenth St, in accordance with Wis. Stat. § 75.105 and in agreement with the WI DNR. – Resolution – Action Requested: 1st Reading at the September 12, 2023, County Board Meeting.

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.

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Office of County Treasurer

730 Wisconsin Avenue

Racine, WI 53403

262-636-3239

fax: 262-636-3279

MEMO

August 30, 2023

TO: Donald J Trottier
Chairman, Finance and Human Resources Committee

FROM: Jeff Latus, Racine County Treasurer

RE: Request for resolution to allow payment for 1205 & 1325 Sixteenth St in accordance with Wis.Stat. §75.105 and in agreement with the DNR.

Please put on the agenda for the meeting scheduled for September 6th, 2023, time to a request a resolution for the acceptance of payment for the above two properties without interest and penalties.

Interest and penalty would be canceled in accordance with Wis.Stat. §75.105. The Department of Natural Resources has a standing agreement with the purchaser of these properties to do the necessary environmental clean-up at the sites.

We are requesting to have the first reading of the County Board on September 12th, and the second reading on September 26th, 2023.

If you have any questions, please feel free to contact me.

Thank you,

Jeff Latus

Racine County Treasurer

Cc: John Serketich
Erika Motsch

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2023</u>	<input checked="" type="checkbox"/>	Resolution Request
		<input type="checkbox"/>	Ordinance Request
		<input type="checkbox"/>	Report Request

Requestor/Originator: Human Services Department - Hope Otto

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Human Services Department- Hope Otto
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: N/A

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: 9/6/2023 Date of County Board Meeting to be Introduced: 9/12/2023

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:

Authorize the capital project Records Room Redesign, transfer of \$50,000 within the 2023 Human Services Department and 2023 Capital Projects budget.

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:

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August 14, 2023

TO: Don Trottier
Chairman, Finance Committee

FROM: Hope Otto
Human Services Director

RE: BHS Expanded Services space Re-design

Behavioral Health Services (BHS) of Racine County has grown tremendously throughout the last decade. With this continued growth comes the expansion of services to consumers. The BHS Clinic has continued to function within the area originally designated with creative rotation of staff and space throughout the years. At this time, the BHS Clinic requires more space to allow for the capacity of staff and consumers served.

In the past year, a file room was vacated to allow more space in the Human Services building. With renovation, this space would be directly attached to the clinic area and allow for a rather smooth expansion. The renovation of this space is budgeted at \$150,000. This expansion would create an additional 8 offices within the current BHS clinic. The proposal would be funded by repurposing \$100,000 (currently earmarked for expanding the onsite coffee shop in the 2023 capital budget) and adding \$50,000 from the HSD contingency account.

Sincerely

Hope Otto

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
HUMAN SERVICES						
HSD Contingent	44109901.515500	3,621,486		(50,000)	3,571,486	(50,000)
	TOTAL			<u>(50,000)</u>		
SOURCES						
CAPITAL PROJECTS						
	NEW ACCOUNT	0	0	50,000	50,000	50,000
	TOTAL USES			<u>50,000</u>		
				<u>0</u>		

FINANCE COMMITTEE RECOMMENDATION

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.

REASONS

FOR	AGAINST

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2023</u>		<input type="checkbox"/> Resolution Request <input type="checkbox"/> Ordinance Request <input checked="" type="checkbox"/> Information only <input type="checkbox"/> Report Request
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Requestor/Originator: Director of Human Resources- Sarah Street

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Director of Human Resources- Sarah Street
 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: N/A

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: 9/6/2023 **Date of County Board Meeting to be Introduced:** _____

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:

2024 Employee Benefit Presentation- Information only.

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:

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