

Waukesha County Board of Supervisors

Minutes of the Human Resources Committee Tuesday, October 5, 2021

Chair Zimmermann called the meeting to order at 1:00 p.m.

Present: Supervisors Dave Zimmermann, Duane Paulson, Jacob LaFontain, Richard Morris, and Jeremy Walz. **Absent:** Kathleen Cummings and Mike Crowley.

Also Present: Chief of Staff Sarah Spaeth, Legislative Policy Advisor Alex Ignatowski, County Clerk Meg Wartman, Deputy County Clerk Kelly Yaeger, Chief of Staff Shawn Lundie, Corporation Counsel Erik Weidig, Principal Assistant Corporation Counsel Kim Haines, Financial Analyst Brad Blicharz, County Board Chair Paul Decker, Human Resources Manager Renee Gage, Senior Human Resources Analyst Natalie Durr, Budget Manager Bill Duckwitz, Health & Human Services Director Liz Aldred, Accounting Services Coordinator Lisa Davis, Information Technology Manager Lance Spranger, and Senior Financial Analysts Stephanie Kirby, Alex Klosterman, and Clara Daniels.

Approve Minutes September 28, 2021

MOTION: Paulson moved, second by Morris to approve the minutes of September 28. Motion carried 5-0.

Next Meeting Date

- October 19, 2021

Executive Committee Report of October 4, 2021

Zimmermann advised at the October 4 meeting, the committee discussed and approved 2022 operating budgets for UW-Extension, Bridges Library, and Non-Departmental. They also approved sale prices for County-owned foreclosure properties under \$5,000 going to auction, and the Capital Projects plan.

Discuss and Consider 2022 Operating Budgets for the Following Departments

County Clerk

Wartman and Yaeger discussed the proposed 2022 budget for the County Clerk's Office as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activity data. Both revenues and expenditures total \$702,056 – an increase of \$97,546 or 16.1% from the adopted 2021 budget. The County tax levy totals \$334,810 – a decrease of \$9,000 or 2.6%. The total number of full-time equivalent (FTE) positions increased 0.51 for a total of 5.51.

Paulson voiced concerns that the county is not made whole financially by assisting the six Waukesha County "relied" municipalities with election duties.

MOTION: Morris moved, second by Walz to approve the 2022 operating budget for the County Clerk's Office. Motion carried 5-0.

County Executive

Lundie discussed the proposed 2022 budget for the County Executive's Office as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, and program highlights and activity data. Revenues and expenditures (all tax levy) total \$636,865 – an increase of \$15,000 or 2.4% from the adopted 2021 budget. The total number of FTE positions remains unchanged at 4.65. No major concerns were voiced.

MOTION: Paulson moved, second by LaFontain to approve the 2022 operating budget for the County Executive's Office. Motion carried 5-0.

Corporation Counsel

Weidig, Haines, and Blicharz discussed the proposed 2022 budget for the Corporation Counsel's Office as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, and program highlights and activity data. Total all funds, revenues total \$3,107,105 – an increase of \$40,496 or 1.3% from the adopted 2021 budget. The County tax levy totals \$1,340,247 – an increase of \$50,000 or 3.9%. Expenditures total \$4,447,352 – an increase of \$90,496 or 2.1%. The total number of FTE positions decreased 0.16 for a total of 41.52. No major concerns were voiced.

MOTION: Paulson moved, second by Morris to approve the 2022 operating budget for the Corporation Counsel's Office. Motion carried 5-0.

County Board

Decker and Spaeth discussed the proposed 2022 budget for the County Board Office as outlined in the budget book including the financial summaries, major departmental strategic plan objectives, program highlights, and activity data. Revenues and expenditures (all tax levy) total \$986,697 – a decrease of \$53,303 or 5.1% from the adopted 2021 budget. The total number of FTE positions decreased 1.00 for a total of 3.89. No major concerns were voiced.

MOTION: Walz moved, second by LaFontain to approve the 2022 operating budget for the County Board Office. Motion carried 5-0.

Draft Ordinance (Preliminary Discussion): Approve 2022 Position Changes Through Creation, Abolishment, Reclassification, Title Change, and Equity Adjustment

Gage and Durr were present to discuss this item and copies of the draft ordinance were distributed. Staff discussed the proposed 28.50 FTE new positions and 21 FTE abolished positions for a net increase of 7.50 positions. Multiple reclassifications and title changes are also being proposed. The total estimated net tax levy impact of this ordinance is \$498,500. This ordinance will be discussed further and considered at the October 19 Human Resources Committee meeting.

Discuss and Consider Revised Classification Specifications

Gage and Durr reviewed proposed changes for multiple class specs as outlined. No major concerns were voiced.

MOTION: Walz moved, second by LaFontain to approve the revised classification specifications as presented with technical corrections. Motion carried 5-0.

Legislative Update

Ignatowski updated the committee on the state's redistricting process and appointments.

MOTION: Morris moved, second by Walz to adjourn at 3:44 p.m. Motion carried 5-0.

Respectfully submitted,

Kathleen M. Cummings

Kathleen M. Cummings
Secretary