

Minutes of the Finance Committee

Wednesday, June 21, 2017

Chair Heinrich called the meeting to order at 8:15 a.m.

Present: Supervisors Jim Heinrich, Tom Michalski, Duane Paulson, Ted Wysocki, and Steve Whittow. **Absent:** Tim Dondlinger and Richard Morris.

Also Present: Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, Administration Director Norm Cummings, Labor Relations Manager Jim Richter, Employee Benefits Administrator Andrea Mohr, Accounting Services Manager Larry Dahl, Accounting Services Coordinator Will Emslie, Waukesha Metro Transit Marketing Director Brian Engelking, Public Works Director Allison Bussler, Business Manager Betsy Forrest, Wisconsin Coachlines President Tom Dieckelman, Corporation Counsel Erik Weidig, and Risk/Purchasing Manager Laura Stauffer. Recorded by Mary Pedersen, County Board Office.

Approve Minutes of May 17

MOTION: Michalski moved, second by Wysocki to approve the minutes of May 17. Motion carried 5-0.

Next Meeting Date

- July 19

Chair's Executive Committee Report of June 19

Heinrich said the Executive Committee, at their last meeting, approved appointments, heard an overview of the 2017-2021 County Library Plan, discussed the County Board Strategic Plan, heard updates on the Regional Transit Leadership Council Executive Committee and Wisconsin Workforce Development Association Board, and heard standing committee reports.

Announcements

Heinrich congratulated Cummings on his award from the Public Policy Forum.

Update on the Waukesha Employee Health & Wellness Center

Cummings, Richter, and Mohr were present to discuss the report titled "Health and Wellness Center Year 2 Review: November 2015 – December 2016" as outlined. The center serves County, City, and Waukesha School District employees and their family members. During year two, there were 10,135 office visits compared to 5,745 in year one. Richter noted 38% in year one and 42% in year two were office visits by County employees/family members. The County employee office visit out-of-pocket savings in year two was \$150,670. This does not include pharmaceuticals. With regards to employee experience, 99% rated the center as excellent, 100% indicated confidentiality was maintained, 92% said the wait time was less than ten minutes, and 67% said the wait time was less than five minutes. Cummings indicated that the County savings is more than what was estimated. The County's cost avoidance in year two totaled \$3,225,174 and clinic expenses totaled \$854,759 for a net savings of \$2,370,174.

Richter discussed future initiatives which include expansion of the occupational medicine and safety programs, an emphasis on Workers Compensation utilization, continued focus on pre diabetes and diabetes management programs, evaluating the need for a Care Coordinator position, and conducting a staffing and capacity analysis.

Contract Procurement Process for Human Resources Information System (HRIS), Capital Project #201617

Richter indicated the contract was awarded to High Line, the highest rated proposer, for a total contract cost of \$1,614,160 which is within budget. The first year cost is \$857,472 and the remaining cost over the next four years are annual maintenance costs to be paid by departments. Seven contractors submitted bids for consideration.

MOTION: Michalski moved, second by Wysocki to approve the contract procurement process for the Human Resources Information System (HRIS). Motion carried 5-0.

Ordinance 172-O-010: Accept Cash Donations for Veterans Services Division and Modify the Department of Health and Human Services 2017 Budget to Appropriate the Donations

Emslie discussed this ordinance which authorizes the division to accept cash donations totaling \$5,645. This includes \$5,000 from Fiserv, Inc., \$145 from Eaton Corporation, Plc., and \$500 from Thomas Tomatz, a veteran and local resident. This ordinance also modifies the division's 2017 budget by authorizing expenditure appropriation of \$1,500 in the operating expenses appropriation unit and increasing donation revenues by \$1,500. These funds will be used for costs associated with hosting a Veterans Resources Fair. The remaining \$4,145 will be committed for future use by the division, subject to appropriation by the County Board. This ordinance results in no impact to the 2017 tax levy.

MOTION: Paulson moved, second by Wysocki to approve Ordinance 172-O-010. Motion carried 5-0.

Annual Report on Transit Routes and Contracts with the City of Waukesha

Engelking discussed the 2016 transit report as outlined. For the year ending December 31, 2016, the total number of rides was 504,160 – a decrease of 2.2% from 2015; expenses totaled \$3,478,710 – an increase of 0.3%; revenues totaled \$774,325 – a decrease of 2%; the operating investment totaled \$2,704,385 – an increase of 1%; operating expenses per total ride was \$6.90 – an increase of 2.5%; and the operating investment per total ride was \$5.36 – an increase of 3.2%. Engelking went on to discuss the Route 1 Extension, Gold Line Extension, Route 79, Route 901/904/905, Route 901 Paratransit, Route 906, and Route 901/904/905 Mitigation. No major concerns were raised.

Answering Michalski's question with regards to funding, Engelking said the County pays about 20% of these costs, revenues cover another 20%, and the state/feds pay about 60%.

MOTION: Paulson moved, second by Whittow to accept the annual transit report. Motion carried 5-0.

Closed Session

MOTION: Paulson moved, second by Wysocki to go into closed session at 9:58 a.m. pursuant to Section 19.85(1)(g), Wisconsin Statutes, to confer with staff and Corporation Counsel who is rendering oral advice concerning strategy to be adopted with respect to the potential compromise of

pending litigation, Michael Skenandore vs. Waukesha County and to approve the closed session minutes of June 22, 2016. Motion carried 5-0.

The committee returned to open session at 10:22 a.m.

State Legislative Update

Spaeth indicated the legislature will recess in July and August. She advised AB 348 is a result of the telecom companies and it restricts local government's ability to regulate small cell devices and right-of-ways and collect fees associated with any costs. The County opposes the bill and our concerns have been voiced but Rep. Kuglitsch, who introduced the bill, and others are unwilling to make changes. The bill is being voted on today by the Assembly. It will then go to the Senate and our concerns are being voiced there as well. The Joint Finance Committee took a two-week hiatus to work on K-12 and transportation funding and an update should be available next week. The County is working to have some items included in the State budget including allowing counties to charge collections fees. Regarding car killed deer, the County will maintain our roads and the state will maintain their roads.

MOTION: Wysocki moved, second by Whittow to adjourn at 10:31 a.m. Motion carried 5-0.

Respectfully submitted,

Thomas A. Michalski
Secretary