

## **Minutes of the Finance Committee**

**Wednesday, May 21, 2008**

Chair Haukohl called the meeting to order at 8:31 a.m.

**Present:** Supervisors Pat Haukohl (Chair), Bill Zaborowski, Pamela Meyer, Jim Heinrich, and Steve Wimmer. Rob Hutton arrived at 8:37 a.m. **Absent:** Jean Tortomasi.

**Also Present:** Legislative Policy Advisor Mark Mader, Infrastructure Administrator Al Mundt, Hazardous Materials Coordinator Leslie Williams, Financial Analyst Bill Duckwitz, Labor Relations Manager Jim Richter, Senior Human Resources Analyst Terri Sgarlata-Lutz, Library Services Specialist Claudia Backus, Special Needs Librarian Nancy Fletcher, Emergency Preparedness Director Rich Tuma, County Board Supervisor Duane Paulson, Employment Services Manager Sue Zastrow, Senior Human Resources Analyst Renee Gage, Health & Human Services Deputy Director Don Maurer, Mental Health Center Administrator Michele Cusatis, and Principal Financial Projects Analyst Bob Ries. Recorded by Mary Pedersen, County Board Office.

### **Approve Minutes of 5-7-08**

MOTION: Heinrich moved, second by Wimmer to approve the minutes of May 7. Motion carried 5-0.

### **Schedule Next Meeting Dates**

June 4

### **Contract Procurement Process for Server Administration Services**

Mundt advised the contract was awarded to AE Business Solutions, Compuware Corp., Incom Information Systems, Insight Public Sector, and Omni Resources, the highest rated proposers, for a contract cost not to exceed \$40,000 (first year budgeted amount). A total of seven vendors submitted RFP's for consideration.

Hutton arrived at 8:37 a.m.

MOTION: Heinrich moved, second by Wimmer to approve the contract procurement process for server administration services. Motion carried 6-0.

### **Contract Procurement Process for Environmental Consulting Services**

Williams advised that the contract was awarded to Sigma Environmental, Professional Services Industrial (PSI), and Geo Trans, the highest rated proposers, for a total contract cost not to exceed \$30,000 (first year budgeted amount). A total of 17 vendors submitted RFP's for consideration.

MOTION: Wimmer moved, second by Zaborowski to approve the contract procurement process for environmental consulting services. Motion carried 6-0.

### **Ordinance 163-O-009: Ratification Of 2008 – 2009 – 2010 Teamsters Local 200 Collective Bargaining Agreement**

Richter said this ordinance parallels the other contract settlements which the County Board has approved. Effective January of 2009, the Point of Service health insurance plan will be modified as

follows. Increase the in-network deductible from \$100/\$300 to \$150/\$450 and increase the in-network co-insurance out-of-pocket maximum from \$400/\$800 to \$600/\$1,200. Effective January of 2009, the County's contribution into the Post Employment Health Plan will increase from \$400 to \$500. Also effective January of 2009, health insurance provisions will be modified by eliminating references to the prior HMO plan. Across the board increases of 2% will be applied in January and 1% will be applied in July in both 2008 and 2009, and a 2.5% increase will be applied in January of 2010.

Zaborowski asked if this ordinance includes a policy whereby mechanics need to complete certain tasks within a set amount of time, or flat rate work. Richter said no and such a policy would have to be explored and negotiated with the Union. Currently, the mechanics earn an hourly rate of pay for hours worked. Richter suggested Zaborowski meet with Central Fleet Manager Bob Rauchle who could explain shop procedures and management in more detail. Zaborowski said he would like to meet with Rauchle but at this time he could not support this ordinance without such a policy. He said he has been at the County's Central Fleet and he felt it was much needed there. It is a fair system. To answer Wimmer's question, Richter explained how trying to include that policy now would create a lengthy delay in the ratification of this agreement and it could end in arbitration.

MOTION: Meyer moved, second by Heinrich to approve Ordinance 162-O-009. Motion carried 5-1. Zaborowski voted no.

**Ordinance 163-O-010: Ratification Of 2008 – 2009 – 2010 Public Health Nurses Collective Bargaining Agreement**

Richter said this ordinance mirrors the above ordinance exactly; both are basically wage and insurance contracts.

MOTION: Wimmer moved, second by Heinrich to approve Ordinance 162-O-010. Motion carried 6-0.

**Ordinance 163-O-003: Endorse The Receipt And Expenditure Of Federal Funds To Provide Library Services To Persons With Mental Health Issues And Modify The 2008 Federated Library System Budget**

Backus and Fletcher discussed this ordinance as outlined which involves accepting a \$13,560 State grant for a project titled Mental Health Issues in Library Services. The grant will be used to provide library staff training on interacting with individuals with mental health issues and to improve library services to individuals with mental health issues. The Department plans to match the grant funding (in-kind) with approximately 780 hours of Fletcher's time at an estimated cost of \$23,500. Clerical staff is estimated to cost \$500 and postage, mileage, etc. to cost \$300.

MOTION: Heinrich moved, second by Meyer to approve Ordinance 162-O-003. Motion carried 6-0.

**Chair's Executive Committee Report of 5-19-08**

Haukohl advised of the following issues discussed at the last Executive Committee meeting.

- Approved Ordinance 163-O-003.
- Heard standing committee reports.
- Approved 15 appointments.

- Heard a report on completed information technology projects. (Copies of that list were distributed to Finance Committee members for informational purposes).
- Discussed potential, future Courthouse projects. (Copies of “Courthouse Thoughts” presented by Public Works Director Rich Bolte were distributed to Finance Committee members for informational purposes).

**Ordinance 163-O-004: Accept Homeland Security-Urban Area Security Initiative FY2007 Program Funding And Modify The Emergency Preparedness 2008 Budget To Appropriate Grant Revenues And Expenditures For A Mobile Command Post**

Tuma discussed this ordinance as outlined which involves accepting a \$450,000 federal grant to purchase a mobile command post for Waukesha County. It will be used to assist response coordination of multiple agencies and jurisdictions during emergencies. Tuma referred to the Falk explosion as an example. In all, three will be purchased for the area: two for the City of Milwaukee and one for Waukesha County. Heinrich asked if or when will this become obsolete? Tuma said the vehicle will last 10/20 years but the radios and computers would be updated as technology changes. These upgrades would be incorporated into future budgets – they are not covered by this grant.

MOTION: Wimmer moved, second by Heinrich to approve Ordinance 162-O-004. Motion carried 6-0

**Ordinance 163-O-005: Accept Homeland Security-Urban Area Security Initiative FY2006 Program Funding And Modify The Emergency Preparedness 2008 Budget To Appropriate Grant Revenues And Expenditures For A Triage Trailer And Prime Mover**

Tuma said this ordinance involves accepting a \$121,000 federal grant to purchase a triage trailer and prime mover plus equipment and supplies for the trailer. This would be shared statewide if there was a massive event such as a large tornado, etc. To answer Heinrich’s question, Tuma said, for example, if Hartland uses \$100 dollars worth of bandages they are responsible for replacing them. Haukohl and Mader added that the grant funds will be used for the initial purchase of supplies only and not for any replacement supplies.

MOTION: Heinrich moved, second by Wimmer to approve Ordinance 162-O-005. Motion carried 6-0.

**Ordinance 163-O-007: Increase Compensation For Psychiatrists**

Zastrow said, typically, something like this is done at budget time. However, they have had difficulty filling a vacant psychiatrist position. They have concluded that salary is a major part of the problem. This ordinance moves the top two steps of the salary range to the bottom of the next pay range and adds four new steps at the top. The ordinance also will allow current employees to be placed one step above their current rate of pay so new employees are not making more than current employees. In addition, these employees will be moved to the step system and they will be eligible for pay for performance once they reach the top of their pay range. Heinrich advised that this may be amended on the County Board floor by a Personnel Committee member to remove the pay for performance award provision. Wimmer said some supervisors at yesterday’s Personnel meeting did not think this perk was necessary. He added that other counties (and private sector agencies) are paying more for psychiatrists than what we’re currently paying. In addition, Mader said it’s likely the County has more difficult mental health cases than the private sector.

MOTION: Heinrich moved, second by Zaborowski to approve Ordinance 162-O-007. Motion carried 5-1. Hutton voted no.

**1<sup>st</sup> Quarter Investments Report**

Ries reviewed his reports as outlined which included information on investment yield, investment revenue, average daily balance, total County investment income, and investment portfolios. The return for the first quarter was down seven basis points from last quarter, to 1.09%. The decreased return is due largely to the additional decreases in short term interest rates by the Federal Reserve during the quarter. The overall return on investments for the County for the last four quarters was 4.56%, down four basis points from the fourth quarter and up from 4.40% in the first quarter of 2007. Total interest earnings for the quarter were \$1,914,022, up \$207,839 from the fourth quarter but down \$12,935 from the first quarter of 2007. The average investment balance increased by approximately \$27.8 million in the first quarter from the previous quarter, and was approximately \$5.5 million higher than the first quarter of 2007. This is consistent with the County's cash flow trend over the last several years where the County receives most of its revenues early in the year and draws them down to meet operating expenditures later in the year.

**Ordinance 163-O-008: Establish Salaries For Elected Officials Whose Four-Year Terms Will Commence In 2009**

Mader said the proposed salary adjustments total 3% for each year: 2009, 2010, 2011, and 2012 for the County Clerk, Register of Deeds, and Treasurer. He noted this mirrors the pattern of the last four years for non-represented employees and other settlements. Mader referred to the salary survey which listed salaries for these elected positions in other counties in the state. Private sector job salary increases in the area were as much or more than 3%, based on information provided at Personnel Committee.

Haukohl noted that this proposal is comparable to the other larger counties in the state. To answer Haukohl's question, Wimmer explained that other non-represented employees have been receiving a split increase: 2% in January and 1% in July. The split equates to 2.5% although while it seems like less, Mader said continuing split increases year after year eventually results in a compounding effect.

MOTION: Heinrich moved, second by Wimmer to approve Ordinance 162-O-008. Motion carried 5-1. Hutton voted no.

MOTION: Hutton moved, second by Heinrich to adjourn at 11:04 a.m. Motion carried 6-0.

Respectfully submitted,

Approved on: \_\_\_\_\_

Pamela Meyer  
Secretary