

Minutes of the Executive Committee

Monday, February 18, 2019

Chair Decker called the meeting to order at 8:30 a.m.

Present: Supervisors Paul Decker, Jim Heinrich, Dave Swan, Peter Wolff, Larry Nelson, and Dave Zimmermann. Christine Howard arrived at 8:33 a.m.

Also Present: Chief of Staff Mark Mader, IT Manager Mike Biagioli, IT Infrastructure Administrator Al Mundt, Solutions Administrator Dave Kragenbrink, Business Services Administrator Donn Hoffmann; Principal IT Professionals Tony Limoni, Lana Loginoff, John Gorski, and Donna Zawistowski; Senior IT Professional Mike McAdams, Business/ Collections Services Manager Andy Thelke, Human Resources Manager Renee Gage, Senior Human Resources Analyst Teri Henning, Engineering Services Manager Carolyn Gellings, County Board Supervisor Duane Paulson, Internal Audit Manager Lori Schubert, Accounting Services Manager Larry Dahl, Principal Financial Projects Analyst Danielle Igielski, and Bob Cedergren of Wipfli.

Approve Minutes of January 14, 2019

MOTION: Swan moved, second by Nelson to approve the minutes of January 14. Motion carried 6-0.

Future Meeting Date

- March 18 at 8:30 a.m. or March 26 at 6:30 p.m.

Howard arrived at 8:33 a.m.

Information Technology Update including Video at Jail, Enterprise Content Management, Human Resources System, Property Tax System, Golf Registration System, Court/County Board Room

Video at Jail: Gorski indicated that the RFP was released in October. He covered a range of video court appearance issues and discussed the video surveillance system project.

Enterprise Content Management: Biagioli, Limoni, and Thelke indicated the RFP resulted in selection of the on-base system. They also reviewed the data access governance systems project. Some of the projects over the years included the replacement of Oracle with the SharePoint system. ECM is used in the Collections Division and elsewhere in the Department of Administration, Corporation Counsel and others.

Human Resources System: Biagioli, Hoffmann, Loginoff, and Gage were present to discuss this project. Hoffmann indicated the project has been delayed whereby he distributed copies of the current schedule. One significant target is in April while other system components are targeted for October. Staff also discussed performance management system automation.

Property Tax System: Biagioli and Limoni discussed this item and indicated IT went out with an RFP last year and because none of the respondents could meet our needs, the current vendor was asked to enhance the system.

Golf Registration System: Zawistowski discussed this item and distributed a handout outlining its status.

Court/County Board Room: Biagioli and Mundt discussed this project.

Ordinance 173-O-096: Authorize Department of Public Works to Accept Monetary Donation for CTH DR Shoulder Paving and Modify the 2019 Capital Project Budget

Gellings discussed this ordinance which appropriates an additional \$70,000 of expenditure authority for the county highway repaving capital program (#201416) to apply asphalt pavement for a portion (five feet) of the shoulders of CTH DR (Golf Road) from the City of Delafield city limits to Maple Avenue in the Town of Delafield. These additional pavement expenditures will be covered by a donation of \$70,000 and results in no additional direct tax levy impact.

MOTION: Swan moved, second by Howard to approve Ordinance 173-O-096. Motion carried 7-0.

1099 Vendor Compliance Internal Audit Report

Schubert and Cedergren discussed this report as outlined including the Executive Summary, priorities, reportable results and recommendations, and management responses for vendor authorization and master file maintenance, accounts payable processing, HHS service categorization, and tax reporting. Dahl and Igielski were also present to address any questions. Schubert noted the audit was completed at the request of the Department of Administration.

MOTION: Heinrich moved, second by Howard to approve the 1099 Vendor Compliance Internal Audit Report. Motion carried 7-0.

Standing Committee Reports by Committee Chairs

Committee chairs gave reports on their respective committee meetings.

Chair's Report on Economic Development and Transportation Issues

Decker said he has been very active with a broad range of groups and agencies working on economic development issues of which he went into detail.

Update on Wisconsin Counties Association Legislative Exchange

Decker, Heinrich, and Nelson discussed the Legislative Exchange and the legislative and funding issues they and Legislative Policy Advisor Spaeth worked on with legislators. Transportation issues were emphasized among others. Nelson lauded Spaeth's work on the process.

MOTION: Wolff moved, second by Howard to adjourn at 11:10 a.m. Motion carried 7-0.

Respectfully submitted,

Peter M. Wolff

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Secretary