

## Executive Committee Meeting Minutes

Monday, March 19, 2018

Chair Decker called the meeting to order at 8:30 a.m. and led the committee in the Pledge of Allegiance.

**Committee Members Present:** Chairman Paul Decker, Dave Swan, Dave Zimmermann, Jim Heinrich, Larry Nelson, Christine Howard, and Peter Wolff.

**Others Present:** Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, UW Extension Director Jerry Braatz, Center for Growth President Tim Casey, Director of Talent Development Robyn Ludtke, Director of Emergency Preparedness Gary Bell, County Clerk Kathy Novack, and Citizens Rodell Singert and Michael R. Starich. Minutes Recorded by Beth Schwartz, County Board Office.

**Future Meeting Date:** April 2, 2018 (Wolff & Zimmermann will be absent)

### Approve Minutes of February 19, 2018

Motion: Howard moved, second by Swan to approve the minutes of February 19, 2017. Motion carried 7-0.

### Center for Growth 2017 Annual Report

Casey said 2017 was the Center's first full year in operation and saw the staff grow from one to three full-time staff members, the launching of a new website and an email newsletter to keep stakeholders and the community up-to-date. There are a total of 12 municipalities supporting the Center and nine companies chose the County as the right place to start or expand their business. Nearly 150 small to medium businesses sought the Center's business consultants to grow their business which also resulted in five new business ventures launched.

Ludtke discussed the Center's workforce development strategy which has three tenets to develop the future workforce. The first is partner with K-12 and post-secondary institutions to expose students to career opportunities in the County. She discussed several of the programs in place for 2018 including: Implement a college and career readiness measurement framework through the countywide Report Card Action Team; host MADE Career Pathways Expo, Many Futures in Health Care Career Expo and Schools2Skills tours; expand employer collaboratives in the construction/skilled trades, IT and health care industries, similar to the Manufacturing Alliance, to help those industries address their needs for skilled talent; and support Milwaukee 7's Grow Here campaign by encouraging businesses and educational institutions to participate in career based learning experiences. The second tenet to developing the future workforce is to attract talent to the area. Programs in place for 2018 include CONNECT Talent- an initiative to attract and connect the talent pipeline of skilled labor, "Think. Make. Happen."- a campaign to market Wisconsin to residents out of state, and Young Professionals (YP) Week 2018. The last tenet in developing the future workforce is to retain talent and skill up the workforce to those employed and unemployed. Some of these initiatives are to expand the Alliance's YP group to build a community, promote the Alliance's Leadership program, support Joseph's Project efforts to expand connections with local manufacturers and hosting an inaugural job fair, connect manufacturers with veterans, inmates, the unemployed, and people with disabilities, host training seminars to teach businesses about Wisconsin Fast Forward grants, and connect businesses to WOW Workforce Development for incumbent worker training and WOW job fairs.

Nelson asked when these programs take place. Ludtke said these programs take place during school hours. Schools and companies partner to create a curriculum so students can learn the skills within a year and half with encouragement to start early. Swan asked about the transportation element of workforce development and suggested collaborating with County resources that provide rides to the elderly or disabled. He also asked if the number of partnering municipalities will increase in 2018. Casey discussed the formula used to appeal to municipalities but said some communities are a challenge. Casey provided an overview of the high impact

industry manufacturing groups of the County including machinery, printing and paper, electrical, metal, electronic instruments, and plastics, as well as the industries of information technology and food/beverage.

### **Fire Study Update**

Bell said the fire/EMS study began when several community administrators in the Lake Country area approached the County Executive about studying consolidated fire/EMS service areas within the County. The belief was that in working together area communities would find ways to maintain or improve their services while identifying potential cost savings. In late 2015 the County Executive included \$50,000 in the budget to fund the County's portion of the study to be augmented by contributions from local municipalities. Following an RFP process in May 2016, the consulting contract for the study was awarded to Fitch and Associates LLC. The study's focus on Lake Country was because although the County has varying levels of fire/EMS services, the communities chosen had similar service levels or natural geographic associations. Also, \$50,000 was enough to include a portion but not all of the County in the study. The communities that agreed to participate and fund the study included Oconomowoc, Delafield, Lisbon, Merton, Hartland, Pewaukee, Summit, and Sussex. Dousman/Western Lakes dropped out of the study. The study was recently concluded and more information will follow on the results.

### **Discuss and Consider Extension of Waukesha Freeman Legal Advertising Contract**

Novack said in 2014 the County went out for bid for legal advertising and it was awarded to Conley Media, LLC (*The Waukesha Freeman*). Conley LLC agreed to carry the prices from the 2014 contract into the 2017 extension. The committee must approve an extension into 2019 before purchasing can negotiate any adjustment to the price. The total amount of the contract cannot exceed \$25,000. The contract will be in effect until May 21, 2019.

MOTION: Wolff moved, second by Howard to approve the extension of *The Waukesha Freeman* legal advertising contract. Motion carried 7-0.

Supervisor Wolff left the meeting at 10:04 a.m.

### **County Board Committee Reports by Committee Chairs for the Following 2018 Meetings:**

Parks & Land Use of February 20- Zimmerman reported the committee approved several ordinances including to create a Public Communications Specialist position in the Parks and Land Use Department and to authorize the Property Assessed Clean Energy (PACE) financing loan program. The committee also heard a presentation on the Department's succession planning, and discussed the Courthouse parking lot rental policy.

Human Resources of February 20- Nelson reported the committee approved ordinances to create the positions of Senior Information Technology Professional in the Sheriff's Department, Public Communications Specialist Parks & Land Use, and 12 Sunset Positions in the Health & Human Services Department, as well as abolish one Detective position in the Sheriff's Department. The committee also approved classification specifications and discussed salaries for the Clerk of Courts, Sheriff and County Executive.

Finance of February 21- Heinrich reported the committee approved several ordinances including authorizing the Property Assessed Clean Energy (PACE) Financing Loan Program, modifying the Airport budget for air traffic control tower equipment, and modifying the County budget for carryover funds. The committee also approved ordinances to create new positions within multiple departments and an ordinance for reauthorization of self-insurance. They heard an annual report on interest allocations and the disposal of surplus property, an audit planning report by Baker Tilly, a year-end investments report, and approved the contract procurement process for architectural and engineering services for site infrastructure improvements at UW-Waukesha.

Public Works of March 15- Swan reported the committee approved an ordinance to modify the speed zone on Highway G and an ordinance to approve a short term lease at Crites Field with Plane Safe Maintenance, Inc. The committee also heard an update on the West Waukesha Bypass and was introduced to new Division managers.

Judiciary & Law Enforcement of March 16- Wolff reported the committee met at the Communications Center where they heard program updates and received a tour of the recent addition. The committee was also introduced to the new Clerk of Courts and approved an ordinance to amend the Sheriff's Department budget to allocate seized funds to participating agencies.

Howard reported on 2017 HOME Consortium statistical figures.

### **Workforce Development Board**

Decker reported on attending the Board's Sector Strategy Program, inviting the trade associations and business leaders to the Madison Club to create a working relationship with the Workforce Development Association. One Executive Director of a local Workforce Board serves as the industry/trade association liaison on workforce development matters for that sector in order to inform of trends and potential opportunities to advance statewide efforts. The program included discussion of workforce trends and case studies for sector participation.

### **Legislative Update**

Spaeth updated the committee on the small cell bill, which will not pass. She also discussed the juvenile justice bill. The assembly and senate passed different versions and they must pass the same version or the status quo remains. The senate added an amendment to the sexually violent persons bill and it will most likely pass. Zimmermann asked about the differences between the senate's version and assembly's version of juvenile justice, which Spaeth clarified. Nelson asked if a date can be added to the calendar, and Spaeth said regular session can be held. Spaeth said the County Health and Human Services leadership met with surrounding counties to discuss existing facilities and plan for improvements.

MOTION: Zimmermann moved, second by Nelson to adjourn at 10:50 a.m. Motion carried 6-0.

Respectfully submitted,

Peter Wolff  
Committee Secretary