

Minutes of the Executive Committee

Monday, December 10, 2018

Chair Decker called the meeting to order at 10:00 a.m.

Present: Supervisors Paul Decker, Jim Heinrich, Peter Wolff, Christine Howard, Larry Nelson, and Dave Zimmermann. Peter Wolff arrived at 10:27 a.m., left at 11:10 a.m., returned at 1:00 p.m., and left at 3:32 p.m. **Absent:** Dave Swan.

Also Present: Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, County Board Supervisors Tom Michalski and Bill Mitchell, Internal Audit Manager Lori Schubert, Partner Bob Cedergren of Wipfli, Information Technology (IT) Manager Mike Biagioli, Business Services Administrator Donn Hoffmann, IT Infrastructure Administrator Al Mundt, Solutions Administrator Dave Kragenbrink, Human Resources Manager Renee Gage, Recommended Appointee for County Clerk Margaret Wartman, Principal Business Analyst John Gorski, Principal Assistant Corporation Counsel Kim Haines, Environmental Health Manager Sarah Ward, Office Services Coordinator Marlene Mikesell, Administrative Specialist Mary Pedersen, Corporation Counsel Erik Weidig, Chief of Staff Shawn Lundie, Register of Deeds Jim Behrend, Animal Humane Officer Jill Miorana, Parks & Land Use Director Dale Shaver, Officer Mark D. Pavlik, and Citizens Tom and Bea Ida Maria Robertson, M. Megan Meganck, Cindy Johnson, and Cassie Gugin.

Approve Minutes of November 27, 2018

MOTION: Howard moved, second by Zimmermann to approve the minutes of November 27. Motion carried 5-0.

Future Meeting Date

- January 14, 2019

Information Technology Audit Report

Schubert, Cedergren and Administration staff were present to discuss this audit conducted by Wipfli which pertained to the following subjects: change management, mobile device policies and procedures, software license compliance, physical security controls, and system software. Based on the procedures performed, the overall control environment for the in-scope areas appears to be well-managed with appropriate controls in place. The observations and recommendations provided do not represent significant control deficiencies but rather, opportunities to enhance the control environment. The presenters went on to discuss the results and recommendations.

Wolff arrived at 10:27 a.m.

Cedergren indicated six of the issues have been resolved and three had been resolved at the time of the report. The audit was well accepted by the Committee and the parties involved.

Appointment 173-A-033: Shawn McCauley to the Airport Operations Commission

MOTION: Heinrich moved, second by Wolff to approve Appointment 173-O-033. Motion carried 6-0

Standing Committee Reports by Committee Chairs

Committee chairs gave reports on their respective committee meetings.

Resolution 173-R-003: Resolution To Appoint Margaret Wartman As The Waukesha County Clerk To Fill The Vacancy For the Remainder of the Unexpired Term

Decker discussed this resolution as outlined. The current County Clerk, Kathleen Novack, had notified the County Board in writing on October 15, 2018 that she would be resigning from office effective on or about December 7, 2018. The position was posted for two weeks and preferred candidates were interviewed by a panel with representation from the County Board, County Executive, Human Resources and the Wisconsin County Clerks Association. The interview panel recommended that Wartman fill the vacancy for the remainder of the unexpired term which expires January 3, 2021. Thereafter, Wartman will be required to run for election, if she chose re-election, in the August 11, 2020 primary election and the November 3, 2020 General Election for the new term beginning January 4, 2021. Margaret “Meg” Wartman introduced herself to the Committee.

MOTION: Heinrich moved, second by Zimmermann to approve Resolution 173-R-003. Motion carried 6-0.

Legislative System Update and Legislative Update

Spaeth reviewed positions in the senate and assembly and members of the Waukesha County delegation. She covered the State budget timeline of July 1, the legislative session timeline, Federal Road Swap legislation, potential amendment to make biennial county budgets optional, shared residential care centers for youths, closing the dark store loophole, transferring 17-year olds to juvenile court, county work zone safety legislation, child support birth costs, TIF district reform legislation, and the Wheeler legislative reporting system.

Customer Service Update

Spaeth reviewed updated results of the County customer service surveys. The County, overall, scored 4.64 out of 5.00 and the County Board Office scored 4.92.

The committee recessed at 11:50 a.m. and reconvened at 1:00 p.m.

Administrative Appeal Hearing regarding George Robertson Prohibited Dangerous Animal Declaration

This hearing began at 1:02 p.m. and Mader discussed this process as outlined in the County Code and summarized the Robertson’s appeal. B. Robertson represented herself and Haines represented the County. B. Robertson began with her opening statement and requested that their family pet, George (canine), not be euthanized or placed outside of the county. Haines explained the three reported bite incidents. B. Robertson was sworn in and also explained the three reported bite incidents and summarized letters/statements in support of George from friends, family members, and George’s veterinarian. B. Robertson discussed measures and protocols they have followed since the incidents. Exhibits A-1 through A-10 were distributed on behalf of B. Robertson and Exhibits R-1 through R-10 were reviewed by Haines and her witnesses. Some exhibits were referenced during the hearing.

The following witnesses were sworn in and spoke in support of B. Robertson and George: Tom Robertson (cross-examined by Haines), Cindy Johnson (not cross-examined by Haines), and M. Megan Meganck (cross-examined by Haines).

The following witnesses were sworn in and spoke in support of the County: Officer Mark Pavlik (cross-examined by B. Robertson), Jill Miorana (cross-examined by B. Robertson), and Dale Shaver (not cross-examined by B. Robertson).

Exhibits R-1 through R-10 were submitted into evidence.

B. Robertson gave her closing statement requesting removal of the Prohibited Dangerous Animal declaration. Haines gave her closing statement requesting affirmation of the Parks & Land Use Department's Prohibited Dangerous Animal declaration.

Closed Session

MOTION: Heinrich moved, second by Howard to go into closed session at 2:56 p.m. pursuant to Section 19.85 (1)(a), Wisconsin Statutes, to deliberate concerning George Robertson Prohibited Dangerous Animal Declaration, and to approve the closed session minutes of June 18, 2018. Motion carried 6-0.

Open Session

MOTION: Heinrich moved, second by Zimmermann to return to open session at 3:32 p.m. Motion carried 6-0.

Wolff left the meeting at 3:32 p.m.

Discuss and Consider Decision Regarding George Robertson Prohibited Dangerous Animal Declaration

Zimmermann said this decision was purely factual and based on evidence that a severe injury occurred as outlined in the County Code. Decker said the process was followed and the County Code was enforced which was also verified by Shaver. Nelson agreed and commended those involved for adhering to the facts and being professional in carrying out their duties. The Committee referenced the proposed Findings of Fact and Decision document and indicated they supported it with one revision which was modifying the April 22, 2017 incident from bite to bodily harm.

MOTION: Zimmermann moved, second by Howard to uphold the Prohibited Dangerous Animal Declaration. Motion carried 5-0.

MOTION: Howard moved, second by Nelson to adjourn at 3:43 p.m. Motion carried 5-0.

Respectfully submitted,

Peter M. Wolff

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Secretary