

Minutes of the Finance Committee

Tuesday, October 13, 2015

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

Present: Supervisors Jim Heinrich, Duane Paulson, Richard Morris, Steve Whittow, Bill Zaborowski, Eric Highum, and Larry Nelson.

Also Present: Chief of Staff Mark Mader, Human Resources Committee Chair Dave Zimmermann, Senior Financial Analysts Clara Daniels and Steve Trimborn, Budget Manager Linda Witkowski, County Clerk Kathleen Novack, Register of Deeds Jim Behrend, Chief of Staff Shawn Lundie, County Board Chair Paul Decker, UW-Extension Director Jerry Braatz, Federated Library Director Connie Meyer, Judiciary Committee Chair Peter Wolff, Victim/Witness Program Coordinator Jen Dunn, Office Services Coordinator Dani Danielski, District Attorney Sue Opper, Deputy District Attorney Lesli Boese; Vice Chair Reverend Ralph Schultz of Stewards of Prophetic, Hopeful, Intentional Action (SOPHIA); Health & Human Services Director Antwayne Robertson, Health & Human Services Deputy Director Laura Kleber, Economic Support Coordinator Debbie Berg, Administrative Services Manager Randy Setzer, Children & Family Services Manager Lisa Roberts, Mental Health Center Administrator Jeff Lewis, Public Health Manager Dr. Nancy Healy-Haney, Adolescent & Family Services Manager Peter Slesar, Adolescent & Family Services Supervisor Fred Garcia, Veterans Services Manager Tom Ludka, Aging & Disability Resource Center (ADRC) Manager Luann Page, ADRC Coordinator Mary Smith, Criminal Justice Collaborating Council Coordinator (CJCC) Rebecca Luczaj, Outpatient Services Coordinator Gordon Owley, and Clinical Services Manager Joan Sternwies. Recorded by Mary Pedersen, County Board Office.

Public Comments

Behrend indicated he will not be able to present the Register of Deeds 2016 budget to the Finance Committee, however, the Deputy Register of Deeds will appear on his behalf. He briefed the committee on key budget issues for 2016 including a reduction in revenues and one full-time equivalent (FTE) position. Additional public comments are on page 3.

Schedule Next Meeting Date

- October 14

Discuss and Consider 2016 Operating Budgets for the Following Departments:

County Clerk

Novack and Zimmermann discussed the 2016 operating budget for the County Clerk's Office including the financial and positions summaries, capital projects, strategic outcomes and objectives, program highlights, and activity data. Both revenues and expenditures are budgeted at \$676,241 – an increase of \$129,184 or 23.6% from the adopted 2015 budget. The County tax levy totals \$355,484 – an increase of \$43,124 or 13.8%. The positions summary shows an increase of 0.71 for a total 5.57 FTE positions. Novack noted the budget increase is primarily due to additional elections taking place this year and an additional 0.5 FTE position. No major concerns were voiced pertaining to this budget.

MOTION: Paulson moved, second by Morris to tentatively approve the 2016 budget for the County Clerk's Office. Motion carried 7-0.

County Executive

Lundie and Zimmermann discussed the 2016 operating budget for the County Executive's Office including the financial and positions summaries, strategic outcomes and objectives, program highlights, and activity data. Both revenues and expenditures total \$583,365 – an increase of \$10,400 or 1.8% from the adopted 2015 budget. The County tax levy totals \$571,365 – an increase of \$10,400 or 1.9%. The positions summary remains unchanged at 4.69 FTE positions. Lundie noted this is a cost-to-continue budget. No major concerns were voiced pertaining to this budget.

MOTION: Paulson moved, second by Zaborowski to tentatively approve the 2016 budget for the County Executive's Office. Motion carried 7-0.

County Board

Decker and Zimmermann discussed the 2016 operating budget for the County Board Office including the financial and positions summaries, strategic outcomes and objectives, program highlights, capital projects, and activity data. Both revenues and expenditures (County tax levy) total \$1,114,052 – a decrease of \$62,713 or 5.3% from the adopted 2015 budget. The positions summary shows a decrease of 0.85 for a total of 6.15 FTE positions. Decker noted the County Board has the largest budget decrease of any County department. No major concerns were voiced pertaining to this budget.

MOTION: Highum moved, second by Whittow to tentatively approve the 2016 budget for the County Board Office. Motion carried 7-0.

UW- Extension

Braatz discussed the 2016 operating budget for UW-Extension including the financial and positions summaries, strategic outcomes and objectives, program highlights, and activity data. Both revenues and expenditures total \$579,929 – an increase of \$21,451 or 3.8% from the adopted 2015 budget. The County tax levy totals \$349,763 – a zero increase. The positions summary shows a decrease of 1.57 for a total of 12.53 FTE positions. No major concerns were voiced pertaining to this budget.

MOTION: Nelson moved, second by Morris to tentatively approve the 2016 budget for UW-Extension. Motion carried 7-0.

Federated Library System

Meyer and Decker discussed the 2016 operating budget for the Federated Library System including the financial and positions summaries, strategic outcomes and objectives, program highlights, and activity data. Information on the organization's strategic plan for 2015-2017 were distributed. Effective January of 2016 the organization will be called Bridges Library System and will include the addition of Jefferson County forming the Waukesha/Jefferson partnership. Total all funds, revenues are budgeted at \$2,066,401 – an increase of \$353,137 or 20.6% from the adopted 2015 budget. The County tax levy totals \$3,464,119 – an increase of \$39,759 or 1.2%. Total expenditures are budgeted at \$5,469,440 – an increase of \$371,816 or 7.3%. The positions summary shows an increase of 0.50 for a total of 6.61 FTE positions. The new 1.0 FTE position is a sunset position and is offset by a current 1.0 FTE position that will change to 0.5 FTE in 2016. Meyer noted budget increases are primarily due to the inclusion of Jefferson County. No major concerns were voiced pertaining to this budget.

MOTION: Nelson moved, second by Paulson to tentatively approve the 2016 budget for the Federated Library System. Motion carried 7-0.

District Attorney's Office

Opper, Dunn, and Wolff discussed the 2016 operating budget for the District Attorney's Office including revenues and expenditures, the positions summary, strategic outcomes and objectives, activities, and program highlights. Both revenues and expenditures total \$2,512,876 – an increase of \$115,346 or 4.8% from the adopted 2015 budget. The County tax levy totals \$1,833,337 – an increase of \$26,000 or 1.4%. The positions summary shows a decrease of 0.02 for a total of 30.30 FTE positions. Opper noted they have secured federal funds to hire a new assistant district attorney (ADA) dedicated to domestic violence cases. The last time an additional ADA was hired was in 2003. No major concerns were voiced pertaining to this budget.

MOTION: Zaborowski moved, second by Whittow to tentatively approve the 2016 budget for the District Attorney's Office. Motion carried 7-0.

The committee recessed at 11:40 a.m. and reconvened at 12:17 p.m.

Public Comments

Schultz explained an amendment SOPHIA is recommending for the Health & Human Services Department budget (CJCC) to increase funding for the Intoxicated Driver Intervention Program. Additional public comments are on page 1.

Health & Human Services Department

Robertson, Paulson and division managers discussed the 2016 operating budget for the Health & Human Services Department. Total all funds, revenues total \$47,506,743 – an increase of \$1,282,331 or 3% from the adopted 2015 budget. The County tax levy totals \$25,417,978 – an increase of \$37,000 or 0.15%. Expenditures total \$73,019,862 – an increase of \$1,183,325 or 2%. The positions summary shows an increase of 1.23 for a total of 410.26 FTE positions. Robertson noted the department is making ongoing efforts to streamline services and realign divisions to stretch revenue dollars. No major concerns were voiced pertaining to this budget.

The SOPHIA amendment and an amendment to accept a 2016 federal grant for CJCC (unrelated to the SOPHIA amendment) were discussed at length.

MOTION: Paulson moved, second by Nelson to tentatively approve the proposed amendment to accept the 2016 federal CJCC grant. Motion carried 7-0.

An ordinance to accept the grant will be considered at the October 21 Finance Committee meeting. Formal Finance Committee consideration of amendments will be done on October 26.

MOTION: Paulson moved, second by Morris to tentatively approve the 2016 budget for the Health & Human Services Department as amended. Motion carried 7-0.

MOTION: Nelson moved, second by Paulson to adjourn at 4:28 p.m. Motion carried 7-0.

Respectfully submitted,

William J. Zaborowski
Secretary