

**Administration Committee
December 5, 2012
Minutes**

Committee members present: Chair David Hintz, Ted Cushing, Sonny Paszak, Denny Thompson and Jerry Shidell.

Others present: Bill Barnes, Freeman Bennett, Kyle Franson, Kris Ostermann, Dennis O'Brien, Paul Knuth, Alan Vanoff, Lynn Grube, Mary Bartelt and Kerri Ison.

Call to order: The meeting was called to order at 9 a.m. by Chairman Hintz in Committee Room #1 of the Oneida County Courthouse noting the meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

Approve agenda: Motion by Paszak/Thompson to approve the agenda with order of items at Chair's discretion. All ayes; motion carried.

Approve minutes: Motion by Cushing/Thompson to approve minutes of 10/9/12, 10/10/12 and 11/7/12. Discussion followed regarding minutes of 10/10/12. All nays; motion failed. Motion by Cushing/Thompson to accept the minutes of 10/9/12 and 11/7/12 as presented and bring back 10/10/12 at January meeting. All ayes; motion carried.

Waivers of insurance: Franson, Register of Deeds office, requested a waiver of insurance for a software license agreement with TriMin Systems, Inc. The agreement has been reviewed by Corporation Counsel and the County's Risk Manager. Motion by Cushing/Paszak to approve the waiver of insurance for Register of Deeds as requested. Discussion followed. All ayes; motion carried.

Out of state travel requests: None.

Vouchers, reports and bills:

ITS:

- Motion by Paszak/Cushing to approve the vouchers for ITS as presented. All ayes; motion carried.
- Grube submitted a line item transfer for costs incurred to switch from Frontier to Charter DSL for the Sheriff's Department. Motion by Cushing/Thompson to approve the line item transfer as presented. All ayes; motion carried.
- ITS Goals: Grube provided long range department plan for 2013 and list of planned department projects. Discussion followed regarding dictation services and prioritization of tasks. Motion by Cushing/Thompson to approve the ITS long range plan as presented. All ayes; motion carried.

- Grube reported the Sheriff's Department has requested the installation of wireless Internet. The initial installation is for five access points. Cost is \$3,368 and includes equipment. The Sheriff's Department will cover the costs for equipment, with the exception of the Ethernet connection.
- ITS will be switching from the Outlook email program to Exchange and will begin to archive all email. ITS plans to contract with New Horizons to provide MS Office 2010 classes at a cost of \$1,100/day. A four-hour introductory session will be offered to all employees with a system logon.

Out-of-county travel requests: Grube requested out-of-county travel for herself and Rhodes (Network Analyst) to attend a Citrix demonstration in Door County on 12/13/12. Motion by Thompson/Paszak to approve the travel request as presented. Four ayes, one abstained. Motion carried.

County Clerk:

- Bartelt reviewed vouchers in detail. Motion by Cushing/Thompson to approve the vouchers as presented. All aye; motion carried.
- Bartelt submitted blanket purchase orders for 2013. Motion by Cushing/Paszak to approve the 2013 blanket purchase orders for the County Clerk. All ayes; motion carried.
- Bartelt reviewed the 2013 long range plan for the County Clerk's office. Discussion followed regarding digitizing historic records. Motion by Cushing/Thompson to accept the 2013 long range action plan for the County Clerk. All ayes; motion carried.

Treasurer:

- Ostermann reviewed vouchers in detail. Motion by Paszak/Thompson to accept the vouchers as presented. All ayes; motion carried.
- Motion by Shidell/Thompson to receive the statement of cash account statements dated 10/1/12 and 11/1/12. All ayes; motion carried.

Finance:

- Motion by Thompson/Cushing to approve the vouchers and blanket purchase orders as presented. All ayes; motion carried.
- Motion by Paszak/Thompson to approve the 2013 blanket purchase orders for Finance as presented. All ayes; motion carried.
- Sorenson reviewed the general investment summary for the period ending 10/31/12. Discussion followed. Motion by Thompson/Shidell to receive the general investment summary as presented. All ayes; motion carried.

Line item transfers: Sorenson reviewed line item transfers for the ADRC of the Northwoods (2013); Sheriff's Department, Emergency Management, Department on Aging and Public Health (2012). Discussion followed. Motion by Thompson/Paszak to approve the 2013 and 2012 line item transfers as presented. All ayes; motion carried.

Recess at 10:16 a.m. Reconvene at 10:20 a.m.

Privatization guidelines: Chairman Hintz called for public comment related to the privatization topic.

- Paul Knuth, retired citizen, noted there was a time when privatization saved money, but now it is not the right thing to do generally because of efficiencies and financial put forth by the County.
- Alan Vanoff, Town of Little Rice, spoke to privatization and the assumption that it automatically saves money. He voiced a difference of opinion and provided an example of the cost privatizing bussing services for the School District years ago. He believes the decision should be based on cost service analysis.
- Bob Martini, County Supervisor, advocated for county policy for privatization so decisions are based on data and logic--not philosophy. He listed items that should be considered so that the process is systematic. I.e. advantages for the county (not just cost); goal of privatization; short term costs (i.e. unemployment, equipment, etc.); cost of training/experience; cost of returning cost to county if vendor doesn't meet expectations; cost of repurchasing/refurbishing equipment; cost of vulnerability of County to vendor and availability of other vendors; internal coordination costs; quality of service; efficiency; service gaps; public perception; protection of the County's credibility. Martini asked Administration Committee to consider the development of systematic process when privatization is considered.
- Dennis Obrien, Town of Crescent, generally supports Martini's comments; believes these decisions are predicated by the local economic downturn. He believes there is not a surplus of family supporting jobs in northern Wisconsin. Long-term employees have a loyalty to the county and the greater public. Oneida County tax rates are low and operation costs are lower than comparable counties. Government employees support the local economy.

Before opening up discussion, Chairman Hintz asked for those present to be respectful and keep an open mind regarding the topic of privatization.

Thompson appreciated the public comments but believes some comments are from special interest groups. He represents the taxpayers and if taxes are lower those constituents can contribute to the local economy. Government also needs to look at long-term sustainability and hopes services and benefits can be kept affordable for everyone.

Shidell noted 13 jobs have been eliminated over the years; one via layoff and the rest through attrition, which is an exemplary record. He agrees that good paying jobs help the community. However, he believes salary savings distributed to the 36,000 citizens of Oneida County (through lower taxes), have a bigger impact in the community. Constituents already pay their bills and a tax savings would provide discretionary income to be spent in the community. Employee wages are used to make payments, the majority of which leave the County, resulting in less money spent within the

community. Shidell believes this has a lesser impact in the County than if the money stayed in the hands of citizens, with non-county jobs, and circulates quicker throughout the local economy. He believes privatization is cheaper because businesses need to be more frugal to realize a profit which is used to purchase local goods/services and to pay taxes on buildings as well as equipment/fuel purchases – all sources of revenue in the County. He believes departments are already searching for savings and doesn't want to stifle investigations or deter department heads to find additional savings for the County with a bureaucratic process which will become bigger over time. The ultimate goal is to return savings to constituents so that money returns and circulates throughout the County quicker. He noted any County Board member can bring a privatization request to County Board for consideration.

Cushing agrees with several points throughout the comments. He believes a very simple, point-driven outline would be helpful but will not accept a process that deters department heads from considering privatization. The Committee's of Jurisdiction must bring any privatization request to full County Board for approval. Cushing thanked Martini for bringing this issue back to this committee to help gain more information on the subject. Discussion followed.

Next meeting date: The next meeting was scheduled for 1/10/13 at 1 p.m.

Cushing was excused at 11:03 a.m.

Safety program: Discussion was held regarding accident prevention and safety goals for employees. Bartelt noted the general liability insurance does cover some safety trainings for employees at no cost and there is an overall employee safety program that is covered during orientation.

Barnes noted that Oneida County is doing well regarding safety from a reactive perspective but need to focus on being proactive. To date, in 2012, Oneida County has filed 39 worker's compensation claims totaling \$155,000 in losses. Barnes suggested getting information to the eyes of employees (i.e. payroll stuffer, annual safety slogan, certificates of recognition for accident-free time periods, incentives, etc.) to help make safety a priority. Bartelt noted there are incentives the county can earn by keeping claims low. Lengthy discussion followed.

Motion by Shidell/Thompson instructing the Risk Management Team devise a proactive safety plan and bring back to the Administration Committee for review. Discussion followed. All ayes; motion carried.

Efficiency Team report: Thompson noted the mail service from Wausau is interested in re-quoting the afternoon mail service including giving a presentation to the Administration Committee. Discussion followed.

Items to be included on next agenda: Debt collection service (hold until new Sheriff is appointed), large assembly fee.

Motion to adjourn: Thompson/Shidell at 11:38 a.m.

Respectfully submitted,

Kerri Ison, Recording Secretary

David Hintz, Chair