

Administration Committee
September 28, 2015
Minutes

Committee members present: Chairman David Hintz, Ted Cushing, Robb Jensen, Bob Mott and Sonny Paszak.

Others present: Brian Desmond (Corporation Counsel), Carl Meyer (Public Health), Margie Sorenson (Finance), Mary Bartelt (County Clerk), Bill Barnes (Business Insurance Group), Nathan Pezewski (Horton Group), Karen Flynn (Aegis) and John Dirkse (Wisconsin County Mutual Insurance) and Kerri Ison (recording secretary).

Call to order and Chairperson's announcements:

- Chairman David Hintz called the meeting to order at 10 a.m. in Committee Room #2, second floor of the Oneida County Courthouse. The meeting was properly posted and mailed in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.
- Chairman Hintz noted the purpose of today's meeting is to discuss the 2016 budget, planning for the hearings and changes prior to the hearings. The afternoon will be devoted to insurance with several presentations by insurance representatives regarding worker's compensation and property insurance. He noted the worker's compensation safety record is unacceptable for past year and the need emphasize safety.

Approve agenda: Motion by Jensen/Mott to approve today's agenda with order of items at Chair's discretion. All ayes; motion carried.

Approve minutes: Motion by Jensen/Cushing to approve the minutes of 9/8/15 and 9/15/15. All ayes; motion carried.

Consider and approve the County Risk Manager's recommendations concerning insurance requirements in various contracts: All contracts have been reviewed by the County's Risk Assessor.

- Forestry-Almon Park contract: standard worker's compensation (\$1 million); comprehensive general liability (\$1million); automobile liability (\$1million).
- Register of Deeds-Trimin software contract: standard worker's compensation (\$1 million); comprehensive general liability (\$1million); professional liability (\$1 million).
- Public Health Lytec medical health records system contract: standard worker's compensation (\$1 million); comprehensive general liability (\$1million);design error/omissions professional liability (\$1 million).

Motion by Cushing/Paszak to approve Forestry, Register of Deeds and Public Health contracts as presented by Corporation Counsel. All ayes; motion carried.

Out-of-state travel request: Meyer presented out-of-state travel request for himself and Waksmonski to attend the National Network of Public Health Institutes Open for Quality Improvement in Seattle, Washington on 10/14-16/15. The conference will assist with the OCHD accreditation process for quality improvement. Meyer will be speaking at the conference, thus lodging and meals are gratis, with airfare and meals covered by grant funds. Waksmonski received full scholarship to attend. Discussion followed. Motion by Cushing/Mott to approve the out-of-state travel request as submitted by the Health Department. All ayes; motion carried.

Line item transfers: Motion by Mott/Paszak to approve line item transfers for AIS, Planning and Zoning, Forestry, Clerk of Court, Land Information, ITS, Register of Deeds, Department on Aging, Public Health, and Emergency Management. Lengthy discussion followed. All ayes; motion carried.

2016 Budget issues and ideas: Sorenson provided handout listing preliminary changes to the gross tax levy for 2016 and reviewed in detail. It was noted the 2016 budget is currently \$781,142 over the levy limit. Discussion followed. It is assumed \$250,000 general fund will be applied (as in past years), and the Social Services budget will be reduced by \$200,000 and applied to road construction (based on CIP Committee recommendations) leaving a balance of approximately \$241,142 over the levy limit. Discussion followed regarding road construction.

Sorenson provided handout for Capital Improvement Program for the 2016 budget. Discussion followed. It was also noted that due to one-time events approximately \$890,000 will be rolled to the general fund at the end of 2015.

Sorenson provided list of additional ideas to reduce the levy. She recommended a 5% decrease in departmental budgets (with certain exceptions) from the 2015 budget and leave revenue adjustments to the Administration Committee. Lengthy discussion followed.

Hintz suggested that departments take 1-2% from total budget which could include personnel costs, letting the department make the decision where the cuts would be done. Lengthy discussion followed. It was agreed the increasing personnel expense issue will need to be addressed. Discussion also followed regarding mandated and non-mandated services and cost/benefits of programs.

Sorenson provided handout listing departmental budgets showing the impact of a 5% cut. She also provided a draft letter regarding the budget and proposed cut for review. Lengthy discussion followed regarding cuts and increasing revenues. Letter should include that if a department increased their budget, they must decrease back to original plus the 5% cut.

Committee recessed for lunch at 11:44 a.m. Committee reconvened at 1:00 p.m.

Property and Workmen's Compensation Insurance: Hintz indicated the afternoon session of the Administration Committee meeting will be dedicated to discussing worker's compensation and property insurance. He noted the Local Government Property Fund quoted an estimated 56% increase for 2016 and anticipates the fund will dissolve in January 2018. Hintz stressed the importance of safety programs and accidents. Bartelt noted our mod experience was very low for many years but because of two major accidents it will increase for 1.12%.

Roundtable introductions were held.

Bill Barnes (Business Insurance Group) presented information regarding current worker's compensation coverage through Secura. He noted Oneida County has experienced frequency and severity of claims, which has increased the mod experience significantly. Barnes has asked for bids from other companies for worker's compensation coverage. Discussion followed

Barnes also provided coverage and cost information for property insurance through the Municipal Property Insurance Company (MPIC) which was created to replace the Local Government Property Insurance Fund and only insures municipalities. Discussion followed.

Nathan Pezewski (Horton Group) presented information regarding services that Horton Group can provide and noted they provide property insurance for Vilas County. He has tried to replicate current coverage and noted a Traveler's insurance representative will be visiting the County tomorrow. Pezewski is still working on the quote for the County and will provide to Bartelt as soon as possible. Discussion followed.

Karen Flynn (Aegis) and John Dirkse (WI County Mutual Insurance) provided a packet containing information on services available and reviewed in detail. WCMI will provide quotes for liability, property and workers compensation policies noting Oneida County is

eligible for a liability rate credit if coverage is bundled. Flynn noted an updated statement of values is needed to complete a property quote. A quote is expected in two weeks. Discussion followed.

The Committee thanked all insurance representatives for their information. Committee requested quotes be received by 4:30 p.m. on 10/9/15 to be reviewed at the 10/12/15 Administration Committee meeting if possible. Bartelt noted another quote from AJ Gallagher is expected. Bartelt will submit rates/policies to Paul Wise, Risk Assessor, for review.

Items for next agenda: Insurance quotes.

Public comment: None.

Adjournment: Motion by Cushing/Jensen to adjourn at 2:29 p.m. All ayes; motion carried.

Respectfully submitted,

Kerr Ison, Recording Secretary

David Hintz, Chair