

**EXECUTIVE COMMITTEE  
MARCH 25, 2026  
MINUTES**

**Committee members present:** Chairman Billy Fried; Scott Holewinski; Russ Fisher; Robb Jensen; Dan Hess; Steven Schreier, Connor Showalter.

**Call to order:** Chairman Fried called the meeting to order at 8:30 a.m. in the County Board Room of the Oneida County Courthouse. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible.

**Approve Agenda:**

**Motion/Second: Jensen/Schreier** to approve today's Agenda with the order of items at the Chair's discretion.

**Vote on Motion:** All Aye

**Motion:** Passes

**Approve Minutes of March 11, 2026:**

**Motion/Second: Hess/Fisher** to approve the Minutes from March 11, 2026 as presented.

**Vote on Motion:** 6 Aye; 1 Absent, Showalter

**Motion:** Passes

**Public comment:** None

**Public Health On-Call Process:** Public Health Director Linda Conlon stated that the current process is that the Director and Supervisors are on call. Conlon is proposing to spread the on-call duties throughout additional employees. Conlon noted that if the call is escalated, those on-call instances would be passed on to a higher-level supervisor. Conlon reported that this is a minimal fiscal impact of \$2700 and they are not asking for additional funds to make this change. Public Health Supervisor Rebecca Wold and Community Health Supervisor Rob Deede explained how the current process of handling on-call affects them. Hess stated that this may be more efficient. Conlon explained that this is just a reduction in the amount from 17 weeks each to 5 weeks of on-call, noting that the supervisors would still be on-call.

**Motion/Second: Jensen/Schreier** to approve the Public Health On-Call Process as presented.

**Vote on Motion:** 5 Aye; 1 Nay, Fried; 1 Absent, Showalter

**Motion:** Passes

**LTE Cleaning Technician – Buildings and Grounds:** Facilities Director Troy Huber stated that this request is for an LTE Cleaning Technician. Huber explained that the request is for 150 hours, noting that the department is not expecting to utilize the full 150 hours each year. Huber reported that the purpose would be for this position to cover vacations, sick/call-outs and a potential retirement. Huber explained that the cost is \$4,043 and would be covered within their budget. Huber noted that this position is a hard-to-fill position. Huber reported that this would reduce overtime when someone is sick. Huber noted that with the reduction of overtime, it would offset the cost of adding this position. Discussion regarding the cost and training. Assistant Facilities Director Lindsey Kennedy explained that if this was to be a temporary position, LRES has the authority to approve LTE hours up to 450 hours without Committee approval. Kennedy stated they are not asking for extra funding for this. Fried stated that he would have liked to have seen the data for the overtime hours offsetting this new

position. Discussion regarding LRES being able to approve LTE hours. Lueneburg explained that an ongoing LTE position needs to come to the Executive Committee per County Code. Holewinski stated that he is against adding a position in the middle of a budget season. Fried explained that there is the ability to make this temporary through LRES, noting that the request to make it permanent should go through the budget process. Schreier reported that if this is approved, every department would want the same approval and position.

*Showalter entered at 8:50 a.m.*

**Motion/Second: Jensen/no second** to approve the LTE Cleaning Technician – Buildings and Grounds as presented.

**No Second, Motion fails.**

**Motion/Second: Fried/Showalter** to deny the LTE Cleaning Technician as presented and refer the LTE position back to the Human Resource Director.

**Discussion:** Fried stated that the reason to deny this LTE request is so another position is not created. Fried advised that this request should be added to the department's budget in next budget cycle. Fried noted that this can be approved through LRES as a temporary LTE; the creation of a new position is the issue.

**Vote on Motion:** All Aye

**Motion:** Passes

**Resolution to Create Two Full-Time Behavioral Health Therapist positions in the Human Services Department:**

Hoerchler stated that she is requesting two positions for Behavioral Health Therapists, with the onboarding portion to be funded with Opioid dollars. Hoerchler noted that there is currently a wait list of over 50 individuals for mental health therapy. Hoerchler stated that after 50% direct billing time to insurance is met, the position is paying for itself. Hoerchler stated that both Forest and Vilas have approved to pay for their portion of the onboarding cost of these positions, and we would be responsible for the remaining half of the onboarding cost of these positions. Hoerchler stated that a therapist can see approximately 35 persons. Hoerchler stated that it takes a long time to recruit for this position and the waitlist would more than cover one full Behavioral Health position. Schreier stated that the other two counties that we contract with have determined that there is a need and they are willing to apply their funds to these positions. Schreier noted that this is a use that the Opioid Funding was intended for. Holewinski asked if there was a crisis or if we can wait to hire for these positions at budget time. Hoerchler stated that this position may take up to 6 months to fill. Schreier stated that the funds requested for this is a one-time ask as this is only for the onboarding. Discussion regarding the wording of the Resolution. Administrative Coordinator/County Clerk Tracy Hartman expressed concern that these positions are intended to be self-funded and the cost would come back to the county if they are not able to bill insurance. Hartman advised to add into the language that if the position is not funded by insurance billing the positions can be eliminated so the cost does not get added to Oneida County's tax levy. Holewinski stated that he does not want to create positions in the middle of a budget season and questioned if this was a crisis situation. Hoerchler explained that she is expecting a waitlist of over 100 by fall as the last time this position took 6 months to fill, the requirements for this position are very specific. Discussion regarding the wording on the Resolution.

**Motion/Second: Hess/Jensen** to approve the Resolution to Create Two Full-Time Behavioral Health Therapist positions in the Human Services Department and if the 50% insurance funding is not met, it needs to come back to the Committee for further consideration within six months, including 30% funding from Vilas County and 20% funding from Forest County as a Consent Agenda item.

**Vote on Motion:** All Aye

**Motion:** Passes

**Resolution to Authorize the Expenditure of Opioid Settlement Funds allocated to Oneida County in Accordance with Wisconsin Act 57 of 2021 and Oneida County Resolution #58-2022 in an amount not to exceed \$43,980 for Oneida County's Share of Costs to Onboarding Two (2) Behavioral Health Therapist Positions:**

**Motion/Second: Jensen/Showalter** to approve the Resolution to Authorize the Expenditure of Opioid Settlement Funds as presented and forward it on to the County Board as a Consent Agenda item.

**Vote on Motion:** All Aye

**Motion:** Passes

*Break called at 9:44 a.m.*

*Return from break at 9:49 a.m.*

**Resolution to Authorize 2025 Budget Transfers:**

Smigielski stated that the Resolution, as written, just approves budget changes. Smigielski noted that this can be changed if the number needs to be adjusted. Smigielski presented a graph she created showing the costs of different types of out-of-home placements. Smigielski explained that the overage is due to Residential Care and that the increase in costs for placements is not the trend compared to prior years. Discussion regarding the overage.

**Motion/Second: Fried/Schreier** to approve the Resolution to Authorize 2025 Budget Transfers as presented and forward it on to the County Board as a Consent Agenda Item.

**Vote on Motion:** All Aye

**Motion:** Passes

**Spyglass Audit Approval:** Smigielski stated in 2022 an audit was approved for Spyglass to audit the land lines and we saved approximately \$11,000 per year. Smigielski explained that they look at all of the invoices and they go back five years to look for savings. Smigielski stated that this proposal is for them to do a wireless audit, our cost right now is just under \$60,000 per year. Smigielski stated that if they find a savings, Spyglass keeps the first year savings and if there are no savings, they do not get paid.

**Motion/Second: Jensen/Schreier** to approve the Spyglass Audit as presented.

**Vote on Motion:** All Aye

**Motion:** Passes

**Efficiency Study:** Hartman stated that when Lueneburg was hired that it was proposed that Lueneburg and Hartman work on the efficiency study. Hartman stated that they are looking to get feedback before they move forward. Fried explained that an updated Efficiency Study would be a good tool going into budget hearings. Schreier questioned if the Efficiency Study was completed in-house, noting that this may be better with an independent third party completing it. Hess stated that when the Efficiency Study was completed, it was based on mandated and non-mandated programs. Fried stated that after Hartman and Lueneburg evaluate it, the proposed changes would be brought back to this committee for review. Discussion regarding different potential changes.

**Monthly reports (including invoices paid, budget to actual) and department updates:**

- a. Finance – Smigielski reported that everything is within budget.
  - Opioid Funds Tracking – Smigielski explained that the Opioid Funds Report lists the total amount of funding received to date in the approximate amount of \$852,000.

Smigielski noted that we have spent approximately \$27,000 and have approved \$133,000 worth of projects. Discussion regarding potential additional payments from the Opioid Settlement. Corporation Counsel Chad Lynch stated that he was not getting all of the emails as they were going to County Board Chair Holewinski, has been updated and he also has access to the portal. Lynch stated that he understands we will still be getting additional funds, noting that he does not know how much, but it still shows projected payments coming in. Lynch stated that he will report to the Committee in the future as this progresses. Smigielski noted that the process for Opioid projects are that they need to go through the Executive Committee for approval, this is a good process. Smigielski explained that she would discourage committing more to projects than we have received to date. Discussion regarding what to do with the interest from the unspent Opioid Funds.

- Continuing Appropriations Update – Smigielski stated that the Continuing Appropriations updates will be presented to this committee before the audit. Smigielski went over the different account funds, source of funding and usage.
- Investment Report – Smigielski presented the report.
- Sales Tax by Month Report – Smigielski stated that year-to-date we are on track with the budgeted projections for Sales Tax received.
- Checking Account Report – Smigielski stated this is pretty much the same, there are some spikes due to tax collections cycles.

**ITS Overlap Training Request:** IT Director Jason Rhodes reported that the Office Manager, Marie Thompson, is retiring in May. Rhodes explained that there is a candidate for her position and he would like him to work with Thompson before she goes. Rhodes noted that if he is doing the work of the Office Manager's position, we need to pay him for the position as he is learning and taking over. Lueneburg went over external and internal overlap training, noting that internal overlap training may not always be needed. Lueneburg noted that in this situation, they would be two computer technicians down if this person moves into Thompson's position. Rhodes stated that this person will be doing two jobs as he will be training the new hire in addition to doing Thompson's job. Rhodes explained that this person would move from a position eligible for overtime to an exempt position that would not be eligible for overtime. Discussion regarding the job descriptions and providing more information. It was determined that Rhodes would bring forward more information.

**ITS Approval for Continuing Appropriation Use:**

- Website ADA Compliance Updates - Rhodes stated that we need to commit funds for Website ADA Compliance Updates, if this is not updated there can be fines for not being in compliance. Rhodes noted that the largest portion of this is for the Health Department and the main website. Rhodes explained that the Health Department is working on some of their portion. Fried questioned if there was someone in house that could do this. Rhodes stated no, noting that the cost could be approximately \$28,000.
- 10 GB Fiber Upgrade Hardware – Rhodes reported last Monday the fiber was upgraded to 10 GB, noting that they needed some new hardware to accommodate this. Rhodes explained that the funding would come out of the Continuing Appropriations Account. Fried noted that we are going from 1 GB to 10 GB.
- VSP Upgrade Hardware/Software – Rhodes stated VSP is an acronym for Virtual Services Platform and is the main core switches and racks that run the network. Rhodes explained that this was part of the CIPS updating the network. Rhodes stated that this needs to be in place to connect all of the buildings together; this is for the hardware only. Rhodes stated that labor will need to be contracted to the outside for this implementation.

- IT Planning update – Rhodes reported that budget to actual is as expected. Rhodes presented his updates.

*Schreier left at 11:04 a.m.*

**Monthly reports (including invoices paid, budget to actual) and department updates:**

- b. LRES – Lueneburg stated that her reports are in the packet.
- c. Monthly Update Treasurer – Report was in the packet.
- d. County Clerk – Hartman stated that the reports are in the packet.

**Public comment:** None

**Dates and items for future agenda/meetings:**

The next meeting date was set for April 15, 2026 at 9:00 a.m.

**Adjournment:**

Chairman Fried adjourned the meeting at 11:07 a.m.