



Approved Minutes
Administrative Services Committee
Thursday, September 18, 2014 – 5:00 pm
Iowa County Courthouse – Upper Level Conference Room
222 N. Iowa Street
Dodgeville, Wisconsin

**Iowa
County
Wisconsin**

1	Call to order at 5:00 p.m. by Chair Carol Anderson
2	Roll Call: Carol Anderson, Ron Benish, Tom DeLain, James Griffiths, Judy Lindholm, Greg Parman, John Meyers and Curt Peterson Excused: David Gollon Others Present: Rick Klabough, Allison Leitzinger, Curt Kephart, Ken Palzkill, Roxie Hamilton and Greg Klusendorf Tom DeLain noted that he had to leave by 6:20.
3	Approve the agenda for this September 18, 2014 meeting. Motion to approve the September 18, 2014 agenda by Ron Benish, second by Judy Lindholm. Motion carried.
4	Approve the minutes of the September 9th 2014 meeting. Motion to approve the September 9, 2014 minutes by Judy Lindholm, second by Jim Griffiths. Motion Carried
5	Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken. Carol distributed the article "The Simple Solution to High Employee Health Costs".
6	Iowa County Information Technology Strategic Plan. Rick said that the plan he and Curt have been working on is what they want to focus on and that it is still a work in progress. Judy stated that the calendar on the home page of the county website does not always have all the meetings that are taking place. Rick says he gets the information from the meeting schedule that is handed out in the beginning of the year. Jim noted that the website should note for the public to check the Agendas and Minutes section before attending the meeting as sometimes meetings are cancelled or changed. Ron asked about the technology issues in the Community Room that were experienced at the last County Board meeting and Rick explained what happened and that they are working on these issues. Rick stated all departments are good at coming to IT before they research equipment/software issues but some departments will accept "free" equipment and then ask IT to make sure it works. Tom DeLain liked seeing the equipment replacement policy in the Strategic Plan. Tom DeLain asked about secure multiple backup systems off site to ensure recovery. Rick stated they just installed a new system and it is working well. Motion to approve the Iowa County Information Technology Strategic Plan and forward to the Board for approval at the October meeting by Judy Lindholm, second by Jim Griffiths. Motion Carried.
7	2015 Budget. -Curt stated that it was too early to have firm budget numbers but at first it looked like the county would be 1.5 million over budget. After some revisions it is now looking that less than 1 million in cuts will have to be found. -Curt distributed a memo on the preliminary 2015 budget numbers and decisions made.

	-Curt explained the drawdown of reserves at Bloomfield Healthcare. -Motion to eliminate the payments to the Dodgeville and Mineral Point Chamber of Commerce for 2015 by Curt Peterson, second by John Meyers. Motion carried with Jim Griffiths voting no and Ron Benish abstaining. -Discussed the privatization options for 2015 such as giving up the Asphalt Plant at the Highway Department and buying asphalt from private companies. -Curt asked the members to pass on their ideas to him and that 2015 will be a year of innovation. -Jim Griffiths said that this is a good time to look at overtime and decrease it by changing the process if possible – need to manage overtime better. -State shared revenue is decreasing but Iowa County receives a small amount compared to a lot of other counties. -Bloomfield HealthCare’s star rating dropped to 2. -Sup. DeLain left the meeting at 6:20 p.m. -Will not authorize any new positions at the Sheriff’s Department. -Curt asked for authorization to change how the pay plan would be implemented for the employees who were not on the grid and less than 90% of the first step. Motion to not change the Compensation Policy that was approved at the 9/16/14 County Board meeting by Jim Griffiths, second by Ron Benish. Motion failed 3 to 4. Voting no – Curt, Judy, Carol and Greg. Motion to bring back the proposal for the Study implementation change with the number of people affected and the firm cost associated with it by Curt Peterson, second by John. Motion carried.
8	Review June 30, 2014 Preliminary Financial Summary. Roxie reviewed and a general discussion was held.
9	June 30, 2014 Budget Exception Report. Jim stated that he liked the report and that it would be useful.
10	Update on the 2014 Iowa County Audit. Roxie said the audit is wrapping up and now that the Compensation Study is completed she will get back to work on it. It should be completed by October 1st.
11	Plans for a future Request for Proposal for the Iowa County Audit. The county advertises but also sends requests to firms that do government auditing. Roxie will work on this to send out after the 2013 audit is complete. Jim inquired if the proposal would be similar to the one from three years ago and Roxie said it would.
12	Iowa County Classification/Compensation Study. Carol added this item because she was not sure what the results would be from the County Board meeting. She also thanked the staff for all the work they put into completing the study. Allison has contacted Dodge, Waupaca and Chippewa Counties to see if she can get a copy of their evaluation process and pay for performance plan. Allison distributed three samples of total compensation for 3 employees.
13	Next meeting date will be Tuesday, October 14th at 5:00 p.m.
14	Motion to adjourn the meeting by Ron Benish second by John Meyers. Motion carried. Meeting adjourned at 7:00 p.m.
Minutes by Greg Klusendorf and Roxanne Hamilton.	