

PUBLIC NOTICE OF MEETING
Pursuant to Sec. 19.84, Wisconsin Statutes

AGENDA

Administrative Services Committee

6:00 p.m., Tuesday, August 14, 2012

Health and Human Services Center

Community Room

303 West Chapel Street, Dodgeville, Wisconsin 53533

Notify County Administrator, Personnel Department or Finance Department no later than 4:00 p.m. (or 1 hour prior to the start if starting before 4 p.m.) of the meeting date if you are unable to attend

The Administrative Services Committee is an open meeting and, as a result, members of the public, including members of the Iowa County Board, may attend the meeting. In some circumstances, a quorum of the entire Iowa County Board may result from the attendance of Board members who are not members of the Committee. Please take notice that, if this were to occur, this will not constitute a meeting of the Board and Board members who attend, but are not members of the Committee, will not present motions, vote, or otherwise participate as members of the Committee in the Committee meeting.

- 1. Call to order – Sup. Carol Anderson, Chair**
- 2. Roll Call.**
- 3. Certification of open meeting notice**
- 4. Consent Agenda:**
 - a) Approval of August 14, 2012 agenda.
 - b) Approval of minutes of the July 31, 2012 meeting.
- 5. Report from Committee members and an opportunity for members of the audience to address the committee.**

6. Discussion/Action Agenda:

Department Budgets:

- a) County Clerk
- b) Corporation Counsel
- c) County Treasurer
- d) Information Technology
- e) County Administrator
- f) Personnel
- g) Finance

County Administrator Matters:

- h) Employee Benefit Task Group (BTG):
 - Review draft policies – Recommendation #3 – Discussion/Action.
 - Review comments for Recommendation #2 and On Call Policy – Discussion/Action.

Personnel Department Matters:

- i) Compensation: Continue discussion on setting criteria to determine which employers should be used for comparison purposes for compensation and other matters – Discussion/Action.
- j) Conversion to exempt status of Land Conservation Engineering Technician/Planner Position – Update.
- k) Teamster negotiation status update.
- l) Employment Activity Report:
 - i. Sheriff's Dept. Dispatch/Correctional Officer – New Hire starts 8/13/12.
 - ii. Sheriff's Dept. Deputy/Patrol Officer Vacancy – Initial interviews currently being scheduled for all applicants who scored 78% or higher on written examination.
 - iii. Bloomfield Healthcare C.N.A. – Position filled in June. New vacancies occurred in July. 21 applications as of 8/8/2012, interviews conducted on 8/8/12.
 - iv. Bloomfield Healthcare Nurses – 8 applications received, one new hire started July 31st, references on second candidate completed. Still actively recruiting.
 - v. Bloomfield Healthcare Director of Nursing – 4 applications received as of 8/2/12. Interim DON hired at the end of June. Conducted two interviews.
 - vi. Highway Construction Crew Lead Vacancy – 3 applications received as of 8/8/12. Deadline for applications is 8/20/12.

- vii. Bloomfield Healthcare Social Worker – 8 applications received as of 8/9/12.
- viii. Bloomfield Healthcare Health Unit Coordinator – 19 applications received as of 8/8/12.
Interviews conducted on 8/8/12.
- ix. Sheriff's Dept. – Open recruitment starting 8/10/12 for part time on-call non-union
Transport Deputy.

Finance Matters:

- m) Update on the 2013 Budget – Discussion/Action.
- n) July 31, 2012 Financial Statements.

Corporation Counsel Matters:

- o) Report on informal Attorney General Review of Resolution No 5-0512: Amending the
County Board Rules Defining Future Constraints on County Budgeting – Discussion/Action.
- p) Proposed Resolution in Support of Fiscal Responsibility in the Financing of Iowa County
Public Projects – Discussion/Action.
- q) Resolution Providing for an Advisory Referendum on Implementation of Voter Photo
Identification Requirements – Discussion/Action.

7. Motion to set the next meeting date for Tuesday September 11, 2012 and adjourn.

Posted: ____/____/____ at ____:____.m.