

MAY 2nd, 2013

State of Wisconsin County of Iowa	MINUTES OF THE COMMITTEE ON COMMITTEES MEETING TO BE HELD May 2nd, 2013 at 7:00 p.m. Health and Human Services # 1001 303 West Chapel Street DODGEVILLE, WISCONSIN	2013-02
Item		
1)	The Chair called the meeting to order at 7:02 p.m.	Call to Order
2)	Members present: Supervisors Carol Anderson, David Bauer, Ronald Benish, John Meyers, and Curt Peterson. Also present Supervisors Steve Deal, James Griffiths, Jeremy Meek, Corporation Counsel Matthew Allen, Extension Educator Paul Ohlrogge, and County Administrator Curt Kephart. Motion by C. Anderson seconded by Peterson to approve the consent agenda as presented. Motion adopted.	Consent Agenda
3)	Chair Bauer took a moment in the Public Comment period to share a concern regarding Supervisors directing employees of the County without Committee or County Board action to support the directives. He asked Supervisors to be mindful that they are not in a position to speak for the Committee or a Board unless formal action has been taken by the Board or Committee. A question was raised regarding materials that are handed out to all Supervisors present during a public comment period and whether that constitutes a possible violation of the open meeting law. The Corporation Counsel will review the matters.	Public Comment
4)	The County Administrator was asked to present a re-classification request for Bloomfield as the Administrator of Bloomfield is out of town at a conference. The Administrator shared the revised position description for Environmental Services Director and indicated that it had additional duties to supervise the functions of Housekeeping and Laundry. A question was raised as to how many people the individual would supervise and the estimate given was approximately 10 – 12. A concern was also raised as to whether this constituted a new position or a reclassification and whether additional wages would be tied to the new duties. The Administrator shared his view that the position was a re-classification not a new position and it may impact wages based upon an assessment of the revised position description duties. Motion by Meyers seconded by Peterson to approve the revised position description for Bloomfield Environmental Services Director and direct the Personnel office to seek an evaluation from a third party as to whether the position description changes were a re-classification question or a new position. Personnel is to also seek a third opinion on whether the new duties would impact the wages and classification of the position. Motion adopted.	Re-classification Request from Bloomfield

5)	<p>A request was presented to the Committee to determine a method for allowing staff to participate upon request at Committee or County Board meetings without requiring a suspension of the rules. Corporation Counsel was asked whether this could be accomplished by including the request on an agenda item or would it require a revision to the County Board rules. The Corporation Counsel suggested that a revision to the CBR might be the best approach. Motion by Peterson, seconded by Benish to request the County Board to consider a revision of the County Board Rules to authorize the Chair of any Committee or the County Board Chair at their discretion to allow staff to speak at a public meeting without requiring a suspension of the rules. The Corporation Counsel is asked to draft the language of the revision. Motion adopted, Bauer nay.</p>	Staff Participation in Meetings
6)	<p>Extension Educator Paul Ohlrogge presented a request to formalize the makeup and operating procedures of the newly formed Agriculture and Extension Committee. Members commented that they felt the format laid out by Mr. Ohlrogge would work well for all Committees. Motion by Benish seconded by Meyers to recommend to the County Board Chair the following makeup of the newly formed Agriculture and Extension Committee:</p> <ul style="list-style-type: none"> a) Five County Board members b) Quarterly meetings or as needed c) The purposes of the Agriculture and Extension Education Committee include: <ul style="list-style-type: none"> ❖ Provide oversight and direction to UW Extension staff ❖ Be engaged and knowledgeable of the programs offered by UWEX ❖ Conduct annual performance reviews of UWEX agents ❖ Assist in program development ❖ Participate in the hiring process for new UWEX staff ❖ Communicate the value of UWEX to Iowa County residents ❖ Participate in statewide WI Association of County Extension Committees (WACEC) d) UWEX Department Head will work with the committee chair to develop meeting agendas; UWEX Support staff will communicate with the committee members, post & distribute agendas and post & distribute meeting minutes. e) The committee is accountable to the Health and Human Services Standing Committee f) The Committee on Committees will periodically evaluate the efficacy and effectiveness of the Agriculture and Extension Education Committee <p>Motion adopted.</p>	Extension Committee Procedures
7)	<p>Supervisor Anderson shared the work of the Long Range Planning Committee on studying the size of the County Board and the size and structure of Committees. She invited members of the Committee on Committees to attend the next LRP meeting on May 20th, 2013 where the topic will be further explored.</p>	Committee Structure in CBR
8)	<p>Motion by Benish seconded by Meyers to adjourn the meeting at 8:03 p.m. Motion adopted and meeting adjourned.</p>	Adjourn