

Administration & Personnel Committee
November 12, 2019

Present: Pete Peterson, Sharon Folcey, Mary Von Ruden, Cedric Schnitzler, Mark Halverson
Others: Tina Osterberg, Ed Smudde, Hannah Olson, Steve Peterson, Pamela Pipkin, Jeremiah Erickson,
Wes Revels, Deb Lutjen, Marlene Sund

The meeting was called to order in the Monroe County Board Assembly Room at 9:00 a.m. by Chair Pete Peterson.

- Next Month's Meeting Date/Time – The next meeting is Tuesday, December 10, 2019 at 9:00 a.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Mary Von Ruden second by Sharon Folcey to approve the 10/08 & 10/23/19 minutes. Carried 5-0.
- Steve Peterson provided the monthly Economic Development Coordinator Report.
- WIOA Youth Disallowed Cost/Invoice – Wallace Habegger forwarded an invoice from the Western WI Workforce Development Board. Motion by Mary Von Ruden second by Cedric Schnitzler to approve the invoice in the amount of \$39.40 for WIOA Youth disallowed cost reimbursement from the County Board budget. Discussion. A roll vote was taken, carried 3-2 with Peterson and Folcey voting no.
- Resolution to Conduct Countywide Advisory Referendum on Creation of Nonpartisan Procedure for the Preparation of Legislative and Congressional Redistricting Plans and Maps – Motion by Cedric Schnitzler second by Mark Halverson to approve resolution and forward to the full county board for approval. The resolution will inform parties of the position of Monroe County constituents against partisan agendas being utilized in establishing voting districts by countywide referenda. Discussion. Carried 5-0.
- Land Records 2020 WI Regional Orthophotography Consortium Agreement – Jeremiah Erickson explained Orthophotography Consortium for aerial imagery. Discussion. This item will be re-visited.
- Child Support –
 - a. Pamela Pipkin provided the Director Report
 - b. Pamela provided a legislative update, Birth Cost litigation apportionment costs may be taken away.
- Personnel –
 - a. Policy Manual Updates – Ed Smudde, Personnel Director explained language update from Information Systems to Information Technology. Discussion. Motion by Mark Halverson second by Sharon Folcey to approve resolution and forward to the full county board for approval. Carried 5-0.
 - b. Policy Manual Updates – Motion by Cedric Schnitzler second by Mark Halverson to approve resolution and forward to the full county board for approval. Ed explained the Employee Recognition Program. Discussion. Carried 5-0.
 - c. Line Item Transfer – Motion by Cedric Schnitzler second by Sharon Folcey to approve line item transfer. Ed explained 2019 line item transfer in the amount of \$1,500.00 for legal counsel and office supplies. Carried 5-0.
 - d. Ed Smudde provided the monthly Personnel Director Report.
- Administrator –
 - a. Tina Osterberg provided the Monthly Administrators Report.
 - b. Line Item Transfer – Motion by Mark Halverson second by Cedric Schnitzler to approve line item transfer. Tina explained 2019 line item transfer in the amount of \$1,200.00 for office chairs and phone cover. Carried 5-0.
- Next Month's Agenda Items – Land Records 2020 WI Regional Orthophotography Consortium Agreement; Resolution to set Elected Official Rates for next term in Office; Child Support Line Item Transfer; Economic Development Coordinator Position.
- Pete Peterson adjourned the meeting at 10:33 a.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk - Recorder