

Administrative/Executive Committee
January 12, 2016

Present: Sharon Folcey, James Kuhn, Pete Peterson, Paul Steele, Bruce Humphrey joined the meeting at 9:07 a.m.

Others: Catherine Schmit, Andrew Kaftan, Pamela Pipkin, Bob Janovick

The meeting was called to order in the Rolling Hills Activity Room at 9:00 a.m.

- Minutes Approval – Motion by Pete Peterson second by James Kuhn to approve the 12/08/15 minutes. Carried 4-0.
- Introduction of Veteran's Service Officer, Charles Weaver and Deputy Veteran's Service Officer, David Hottenstine. Charles provided an overview of the Veteran's Service Office.

Bruce Humphrey joined the meeting at 9:07 a.m.

- Veteran's Service Office Credit Card Request – Motion by Bruce Humphrey second by James Kuhn to approve Veteran's Service Officer a credit card increase to \$1,000.00 and Deputy Veteran's Service Officer a credit card in the amount of \$1,000.00. Discussion. Carried 5-0.
- Information Systems Budget Adjustment – Catherine Schmit explained the Information Systems budget adjustment in the amount of \$30,000.00 to carry over unspent computer operations money from the 2015 to 2016 computer operations budget primarily for new Justice Center technology costs. Discussion. Motion by Bruce Humphrey second by Pete Peterson to approve budget adjustment. Carried 5-0.
- Ordinance Provisions Following Committee Structure Change – The committee suggested Andy to take a look and revise committee duties. Committee Board Rules will be reviewed next month. Andy will send a letter out to department heads for review of the ordinances and report back if the structure change would affect them.
- Catherine Schmit provided the monthly County Administrator Report.
- County Administrator Conference/Training Requests – March 2nd – 4th WCMA Conference in Middleton, WI. Motion to approve conference attendance by Bruce Humphrey second by Pete Peterson. Discussion. Carried 5-0.
- County Clerk Line Item Transfer – Shelley Bohl explained the 2015 line item transfer in the amount of \$1,632.00 for overage in countywide postage and a new copier not anticipated. Motion by Pete Peterson second by James Kuhn to approve line item transfer. Carried 5-0.
- Child Support Line Item Transfer – Pamela Pipkin explained the 2015 line item transfer in the amount of \$400.00 for out of county service. Motion by Bruce Humphrey second by James Kuhn to approve line item transfer. Discussion. Carried 5-0.
- The monthly expenditure report was provided to members via iPad's.
- Next meeting date – February 9, 2016 at 9:00 a.m. in the Rolling Hills Activity Room.
- Items for next month's agenda – Child Support Complaint Policy, Committee Duties, County Board Rules.
- Motion by James Kuhn second by Pete Peterson to adjourn at 10:12 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder