

PUBLIC NOTICE OF MEETING

Pursuant to Sec. 19.84, Wisconsin Statutes

AGENDA

Administrative Services Committee

6:00 p.m., Tuesday, May 10, 2011

Iowa County Courthouse Annex

2nd Floor Conference Room (previously known as the County Board Room)

222 North Iowa 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. Dwayne Hiltbrand

2. Roll Call.

3. Consent Agenda:

- (a) Reading of certification of open meeting notice.
- (b) Approval of May 10, 2011 agenda.
- (c) Approval of minutes of the April 12, 2011 meeting.
- (d) Report from committee members and an opportunity for members of the audience to address the committee.
- (e) Department Reports:

Finance:

- 1) March 31, 2011 Financial Statements.

Personnel:

- 2) Employment Activity Report:
 - i. IT Technical Support Specialist Vacancy – Hire date 4-29-11
 - ii. Public Health Nurse Vacancy – Hire date 6-1-11
 - iii. District Attorney Legal Secretary Vacancy – Inter department hire from Social Services Economic Support Unit – transfer date of May 9, 2011
 - iv. Economic Support Lead Vacancy – Internally posted week of April 25th. Currently recruiting externally
 - v. Sheriff's Department Patrol Officer Vacancy – Approved for posting internally week of April 25th – posted internally on May 4, 2011.

4. Discussion/Action Agenda:

Personnel:

- a) Proposed Employee Assistance Program contract – Discussion/Action.

Finance:

- b) Motion from the Justice Committee to identify funding for the Public Safety Communications Project – Discussion/Action.
- c) Budget Amendments for 2010 – Discussion/Action.
- d) Budget Transfers for 2010 – Discussion/Action.
- e) Carryovers from 2010 to 2011 – Discussion/Action.
- f) Uncollectable Receivables State Contract – Discussion/Action.
- g) Request the Long Range Planning Committee to establish procedures and priorities for a three year Capital Outlay Plan – Discussion/Action.
- h) Resolution Recommending the Creation of a Capital Projects Reserve Fund by the Sales of Capital Assets for the Improvement or Purchase of Capital Assets (from Transportation Committee) – Discussion/Action.

5. Motion to set the next meeting date for Tuesday June 14, 2011 and adjourn.

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