

PUBLIC NOTICE OF MEETING

Pursuant to Sec. 19.84, Wisconsin Statutes

AGENDA

Administrative Services Committee

6:00 p.m., Tuesday, October 11, 2011

Iowa County Courthouse Annex

2nd Floor Conference 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 October 11, 2011 agenda.
- (c) Approval of minutes of the September 13, 2011 meeting.
- (d) Report from committee members and an opportunity for members of the audience to address the committee.

4. Discussion/Action Agenda:

Revolving Loan Fund Matters:

- a) Request from existing Revolving Loan Program participant, Mineral Points Living Art Center (d/b/a Shake Rag Alley Center for the Arts) to discuss terms of their existing loan – Discussion/Action.
- b) Update on the status of Iowa County Revolving Loans – Discussion/Action.

Personnel Matters:

- c) Review current Resolution related to County Board Member per diem compensation for upcoming 2012-2013 County Board term – Discussion/Action.
- d) Employee Trust Fund health insurance enrollment and billing change – Discussion/Action.
- e) Implications of Act 10 and Act 32 on aligning benefits from previous labor agreements

Finance Matters:

- f) Review motion passed at the September 13, 2011 Administrative Services Committee meeting to move forward with the 0% budget – Discussion/Action.
- g) 2012 Budget– Discussion/Action.
- h) Tentatively set the 2012 Tax Levy – Discussion/Action.

Department of Social Services/ADRC

- i) ADRC Transition Plan

Highway Department

- j) 2012 Highway Budget

5. Department Reports:

Information Technology

- 1) I.T. Department Update

Finance:

- 2) September 30, 2011 Financial Statements.

Personnel:

- 3) Employment Activity Report:

- i. ADRC Dept Assistant – Internal applicant interviews scheduled for week of September 26, 2011.
- ii. Bloomfield Nursing Home Administrator Vacancy – 2nd series of interviews tentatively being scheduled for week of October 3rd.
- iii. Land Conservation Department Engineer Technician Vacancy – 50% position currently posted for external recruitment. 1st review of applications scheduled for week of October 4th.
- iv. Sheriff's Dept. Dispatch/Correctional Officer Vacancy – Written examination administered to 33 applicants 8/18 and 8/19/11. Typing tests administered to 24 applicants on 9/2 and 9/6/11. 17 applicants remain qualified for the vacancies. Sheriff's Department scheduled interviews September 28th.
- v. Clerk of Court Deputy Vacancy – Posted internally September 20th. Interview scheduled for September 30th.

6. Motion to set the next meeting date for Tuesday November 8, 2011 and adjourn.

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