

PUBLIC NOTICE OF MEETING

Pursuant to Sec. 19.84, Wisconsin Statutes

AGENDA

Administrative Services Committee

6:00 p.m., Tuesday, April 10, 2012

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 April 10, 2012 agenda.
- c) Approval of minutes of the March 13, 2012 meeting.
- d) Report from committee members and an opportunity for members of the audience to address the committee.

4. Discussion/Action Agenda:

Information Technology Matters:

- a) Iowa County Website Review – Discussion/Action.
- b) Discuss Local Agency Request to Access County Software/Network – Discussion/Action.

Personnel Matters:

- c) Request to increase hours for Health Department Staff Support position from 35 to 40 hours per week – Discussion/Action.
- d) Health Insurance Premium Contributions for Elected Officials – Discussion/Action.

Finance Matters:

- e) Closeout of the Health and Human Services Building Project – Discussion/Action.

5. Department Reports:

Information Technology

- a) I.T. Monthly Update

Finance:

- b) Revolving Loan Summary as of March 31, 2012.

Personnel:

- c) Employment Activity Report:
 - i. Sheriff's Dept. Dispatch/Correctional Officer – Final interviews completed on April 5, 2012.
 - ii. Highway Department – Temporary Accounting Clerk hired through a temporary agency, started April 4, 2012.
 - iii. Employee Relations Assistant – New hire started April 2, 2012.
 - iv. Social Service Dept Business Manager – New hire started April 2, 2012.
 - v. 4H Internship – New hire to start the last week in May.

6. Motion to set the next meeting date for Tuesday, May 8, 2012 and adjourn.

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