

PUBLIC NOTICE OF MEETING

Pursuant to Sec. 19.84, Wisconsin Statutes

AGENDA

Administrative Services Committee

6:00 p.m., Tuesday, May 8, 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. Carol Anderson, Chair

2. Roll Call.

3. Certification of open meeting notice

4. Election of Committee Vice-Chair

5. Election of Committee Secretary

6. Consent Agenda:

a) Approval of May 8, 2012 agenda.

b) Approval of minutes of the April 10, 2012 meeting.

7. Report from Committee members and an opportunity for members of the audience to address the committee.

8. Discussion/Action Agenda:

Revolving Loan Matters:

a) Request to Restructure Revolving Loan for Iowa County Humane Society – Discussion/Action.

Information Technology Matters:

b) I.T. Monthly Update

Personnel Matters:

c) Elected Officials Health Insurance Contributions for 2013 – Discussion/Action.

d) Appointment of Interim I.T. Director – Discussion/Action.

e) Employment Activity Report:

i. Sheriff's Dept. Dispatch/Correctional Officer – New hire starts May 7th

ii. Treasurer/Finance Department Assistant – First review of applications was April 27th.
64 applications received as of May 3rd.

iii. Sheriff's Dept. Deputy/Patrol Officer Vacancy – Retirement effective May 2nd.

iv. Highway Dept. Business Finance Manager – Recruitment began April 20th. 8
applications received as of May 3rd.

v. ADRC Information & Assistance Specialist Lead – Vacancy from April 27th resignation.
Recruitment began April 16th. 14 applications received as of May 3rd.

vi. I.T. Director – Vacancy from April 20th resignation. Last day of work May 18th.

vii. Bloomfield Healthcare part-time Environmental Service/Maintenance Interviews
completed.

viii. Bloomfield Healthcare C.N.A. – Interviews completed.

ix. Bloomfield Healthcare Nurses – Interviews in progress.

County Administrator Matters:

f) Employee Benefit Task Group Recommendation Report #1 – Compensation – Discussion/Action.

g) 2013 Budget Process – Discussion/Action.

Finance Matters:

- h) Highway Department Financial Update – Discussion/Action.
- i) Resolution Recommending Carryover Account from 2011 to 2012 – Discussion/Action.
- j) Resolution Recommending 2011 Budget Amendments for Various Departments – Discussion/Action.
- k) Resolution Recommending 2011 Budget Amendment - Transfer from U.W. Extension to Finance Department – Discussion/Action.
- l) Resolution Recommending Transfer of Funds from the Iowa County General Fund to Cover Expenditures in Excess of Budget for 2011 – Discussion/Action.
- m) Resolution Recommending Transfer of Funds from the Iowa County Airport Fund Balance (2010 carryover funds) to Cover Expenditures in Excess of Budget for 2011 – Discussion/Action.
- n) March 31, 2012 Financial Statements.

9. Motion to set the next meeting date for Tuesday, June 12, 2012 and adjourn.

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