

AGENDA

ADMINISTRATIVE SERVICES COMMITTEEMEETING

Tuesday, April 9, 2013 6:00 p.m.

Community Room – Health and Human Services Bldg.

303 West Chapel Street

Dodgeville, Wisconsin

State of
Wisconsin
County of
Iowa

2013-04

Item		
1)	Call the meeting to order.	Call to Order
2)	a) Consent Agenda b) Roll Call – Members Present c) Approval of this Agenda d) Approval of the minutes of the March 12, 2013 meeting.	Consent Agenda
3)	Report from committee members and an opportunity for members of the audience to address the committee.	Public Comment
4)	Ordering County Clerk to Issue Tax Deeds On Unredeemed Certificates Resolution. Discussion/Action	Tax Deeds
5)	Discussion and possible action on recommendation to change a position from Social Worker II to a Lead Social Worker position	Position Change
6)	Classification Compensation Study – Discussion/Action	Compensation Classification Study
7)	Long Term Care Plan – Discussion Action	Long Term Care Plan
8)	Employment Activity Report <i>i.</i> ADRC Elder Benefits Specialist/Prevention Coordinator – First review of applications scheduled for 4/12. <i>ii.</i> Finance Department Accountant Specialist – Recruitment started 4/2, to consider internal applicants and previously received qualified applications. <i>iii.</i> Bloomfield Healthcare C.N.A.– Interviews conducted on 3/26 and 3/27 <i>iv.</i> Bloomfield Healthcare Dishwasher – Ongoing recruitment. <i>v.</i> Public Health Officer/Director – SW WI WDB contacted to lead recruitment. <i>vi.</i> 4H Summer Intern – New hire will start 5/20. <i>vii.</i> Bloomfield Healthcare Registered Nurse (Feb Vacancy) – Interviews conducted on 3/27. <i>viii.</i> Bloomfield Healthcare Director of Nursing – 4 applications received as of 4/4. <i>ix.</i> Bloomfield Healthcare PRN CNA- Recruitment started 4/2 <i>x.</i> Bloomfield Healthcare RN’s- Recruitment started 4/2	Employment Report

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9)	Preliminary End of Year Financial Report for 12/31/12	End of Year Financial Report
10)	Preliminary Quarterly Financial Report for 3/31/13	Quarterly Financial Report
11)	2014 Budget Process – Discussion/Action	Budget Process
12)	Motion to set the next meeting date and adjourn.	Adjourn

Committee Chair Approved: **Yes/No**

Amended: **Yes/No**

Agenda Created/Amended: Date: April 4, 2013 Initials: cbk/ag

Posting Verified by County Clerk/Deputy Clerk: Date _____ Initials _____