

Tuesday, August 13, 2013

AGENDA

ADMINISTRATIVE SERVICES COMMITTEEMEETING

Tuesday, August 13, 2013 6:00 p.m.

Community Room – Health and Human Services Bldg.

303 West Chapel Street

Dodgeville, Wisconsin

For information regarding access for the disabled please call 935-0399

State of
Wisconsin
County of
Iowa

2013-08

Item		
1)	Call the meeting to order. Note start time at 6:00 p.m.	Call to Order
2)	<ul style="list-style-type: none"> a) Consent Agenda b) Roll Call – Members Present c) Approval of this Agenda d) Approval of the minutes of the June 11, 2013 meeting. 	Consent Agenda
3)	Report from committee members and an opportunity for members of the audience to address the committee.	Public Comment
4)	Request for 2014 funding of the Iowa County Historical Society – discussion & possible action	Historical Society
5)	Iowa County Area Economic Development Corporation – 2014 funding request – Discussion and possible action	Economic Development
6)	2014 Proposed Budget Update – No action required <ul style="list-style-type: none"> i. Proposed outside agency funding policy ii. General funding request trends iii. Update on status of discussions with departments on proposed 2014 Department restructure 	2014 Proposed Budget Update
7)	Discussion and possible action on the Bloomfield’s Employee Health Insurance Contribution Policy and Procedure	Health Insurance
8)	Employee Trust Fund Health Insurance Plans - Discussion & possible action	Health Insurance
9)	Employment Activity Report: <ul style="list-style-type: none"> i. Sheriff’s Dept. Deputy- Vacancy due to resignation. 3 internal Dispatcher/Correctional Officers posted for position. Promotion awarded 8/2/13. Position to be filled when new D/CO is hired to backfill vacancy. ii. Sheriff’s Dept. Dispatcher/Correctional Officer – Three current vacancies due to 2 resignations and one promotion. 53 applications received. Typing tests administered with 27 applicants, written examination administered with 22 applicants, 6 interviews conducted on 8/6/13. References being completed on 3 applicants. iii. ADRC Information & Assistance Specialist – Vacancy due to resignation. Previously received ADRC applications were used to fill. New Hire started 7/8/13. iv. Economic Support Specialist Assistant Project Position – Position filled 7/1. New hire started July 15 v. Half Time County Administrator Dept. Assistant – Position filled with LTE Dept. Assistant, started 7/1. vi. Public Health Officer/Director –position remains posted. SW WI WDB continues recruitment. 19 applications received to date, 12 since April. vii. Half Time Treasurer Dept. Assistant –17 applications received to date. No action yet. viii. Highway Dept. Crew Lead – Position posted 7/3/13. 7 applications received to date. 	Employment

	<ul style="list-style-type: none"> <i>ix.</i> ADRC Disability Benefits Specialist – Vacancy due to resignation. Position posted 8/2. Applications from previous ADRC vacancy to be reviewed in addition to those generated from new posting. <i>x.</i> Bloomfield Healthcare Dishwasher – New Hire started 7/2/2013. <i>xi.</i> Bloomfield Healthcare Director of Nursing –Ongoing recruitment. <i>xii.</i> Bloomfield Healthcare PRN & FT/PT CNA- New Hires started on 6/26/2013 and 7/2/2013; ongoing recruitment. <i>xiii.</i> Bloomfield Healthcare RN’s/LPN - New Hires started on 6/5/2013,6/26/2013, 7/9/13 and 7/17/2013; ongoing recruitment. <i>xiv.</i> Bloomfield Healthcare Day Nurse Manager – Internal hire effective 7/22. <i>xv.</i> Bloomfield Healthcare PM Nurse Manager – Recruitment started week of 7/ 29. <i>xvi.</i> Bloomfield Healthcare PT Cook – New Hire started 7/2/2013. <i>xvii.</i> Bloomfield Healthcare Environmental Services Director – position currently being evaluated in response to proposed changes to responsibilities 	
10)	Preliminary Quarterly Financial Report for 6/30/13–discussion/possible action	Financial Report
11)	Discussion and action on the 2012 Bloomfield audit report	Bloomfield 2012 Audit
12)	Discussion and action over a review of the Regional Revolving Loan Fund Process and Future of the County Revolving Loan Funds.	Revolving Loans
13)	Date and time for September 2014 meeting. Discussion and Action	Next Meeting
14)	Motion to Adjourn	Adjourn
<p>Committee Chair Approved: Yes/No Amended: Yes/No Agenda Created/Amended: Date: _08/8/13__ Initials: cbk/ag Posting Verified by County Clerk/Deputy Clerk: Date _____ Initials _____</p>		