



State of Wisconsin  
County of Iowa  
MEETING MINUTES

2014-06

**COMMITTEE** ADMINISTRATIVE SERVICES

**DATE/TIME** MAY 22<sup>nd</sup>, 2014 6:00 p.m.

**LOCATION** COMMUNITY ROOM – HHS CENTER, 303 WEST CHAPEL STREET, DODGEVILLE, WI

**POSTED ON** Roxanne Hamilton/Curt Kephart/AG – Preparers

#	Action item	Index
1	<p>Called to order at 6:00 p.m. by Chair Carol Anderson. Present: Carol Anderson, Tom DeLain, John Meyers, Curt Peterson, Greg Parman and Dave Gollon arriving at 6:07 Excused: Ron Benish, Jim Griffiths and Judy Lindholm</p> <p>Others present: Sup Ken Palzkill, Finance Director Roxie Hamilton, Employee Relations Assistant Allison Leitzinger, County, Public Health Director Jenny Pritchett, and Administrator Curt Kephart.</p>	Call to Order and Roll Call
2	<p>a) Approval of this agenda b) Approval of the minutes of the May 13, 2014 meeting Motion by Peterson and seconded by Parman to approve the Consent Agenda as submitted including this agenda and the minutes of the 05-13-2014. Carried with Meyers abstaining.</p>	Consent Agenda
3	<p>A time for members and people of the audience to address this committee.</p>	Comments
4	<p>The County Treasurer requested a resolution ordering the County Clerk to issue Tax Deeds. Motion by Meyers seconded by Curt Peterson to approve and forward to the board Tax Deeds on the following properties: . Motion adopted.</p>	Tax Deed
5	<p>The Finance Director reviewed the quarterly financial statements and distributed an updated March 31, 2014 exception report and also the December 31, 2013 exception report.</p>	Financial Reports
6	<p>The Committee discussed evidence based assessment and setting priorities in the 2015 budget process. Demonstrating the reason and outcomes that justify a tax levy each department receives is becoming more important part of our mission.</p> <p>The Administrator reviewed a document on the philosophy of priority driven budgeting. Departments are asked to prioritize the services provided by the department and assess if Department services are in line with citizens and board priorities. Better ways to engage citizens in setting priorities and budget process would be a helpful discussion. It may be helpful to be more engaged with the state and federal representatives and what the County needs to do to determine our priorities. In the budget assessment process it will be necessary to categorize wants versus needs to set effective priorities.</p>	2015 Budget Guidelines

	<p>The Committee had an open dialogue discussing current issues coming up regarding budget priorities and identified the following key issues:</p> <ol style="list-style-type: none"> <li>1. Each department is asked to identify top and low priorities.</li> <li>2. Accountability standards need to be consistent.</li> <li>3. Budget issues could be coordinated through Division Teams</li> <li>4. Departments need to coordinate services = how can we make this happen?</li> <li>5. Compare Department budgets to other contiguous counties.</li> <li>6. Identify need vs wants</li> <li>7. Prioritization – Department wide and Countywide</li> <li>8. Business as usually is no longer possible</li> <li>9. Get buy in from department heads, employees and public as we need to recognize that we are all in this together.</li> <li>10. Can we regionalize some services?</li> <li>11. Can we think outside the box?</li> <li>12. Can we change?</li> </ol>	<p>Committee 2015 Budget Discussion</p>
7	<p>Compensation plan update and decisions to be made:</p> <ol style="list-style-type: none"> <li>1. What % of markets (public/private sector) does Iowa County want to use for comparison?</li> <li>2. What position does Iowa County want to take in those markets?</li> <li>3. How will Iowa County administer its future non-represented pay plan?</li> <li>4. Other <ul style="list-style-type: none"> <li>Do we want to use Dane County or not?</li> <li>Market may be different for difficult to fill positions.</li> <li>Dane County is too large to ignore and they are contiguous.</li> </ul> </li> </ol> <p>Motion by DeLain seconded by Meyers to establish a new wage grid at 12.5% above and below market based upon the classification/compensation study results. Motion adopted.</p>	<p>Compensation Plan Decisions to be made</p>
8	<p>Motion by Gollon seconded DeLain to adjourn the meeting at 8:01 p.m. Motion adopted.</p>	<p>Adjourn</p>