

Approved minutes of the Committee on Committees Meeting held June 2, 2014

1. Chair Meyers called the meeting to order at 4:00 p.m. in the Iowa County Courthouse Upper Level Conference Room, Dodgeville, WI.
2. Roll Call. Members present: Supervisors Anderson, Benish, Meyers, Nankee and Parman. Others present: Supervisors Griffiths and Palzkill, Administrator Kephart and Clerk Klusendorf.
3. Motion by Benish to approve the agenda for June 2, 2014, seconded by Parman. Motion carried.
4. Motion by Anderson to approve the minutes of the May 5th, 2014 meeting, seconded by Nankee. Motion carried.
5. No report from committee members or members of the audience.
6. Discussion on guidance for setting and measuring goals: a. Goals and other duties should be separated. b. Narrow our goals to 2 or 3 items and in the short term complete them. c. Obtain a copy of the Administration Committee meetings list of goals brought back to the Committee on Committee meeting next month for discussion. d. Provide a copy of the Admin. List to each county board member with recommendation coming from the Committee on Committee meeting.
7. Chairman Meyer started discussion of setting 2014 goals for the County Administrator from the Committee of the Whole exercise on the 20th of May, 2014. Committee on Committees needs to focus on 2 or 3 goals; one of them being the Wage and Compensation Study and another being Employer Employee relations (HR): The Wage and Compensation Study is to be completed in August – the specifics need to be finalized. Administrative County departments: JDQ , a shared secretary and one department not wanting to merge were challenges. This Committee on Committees needs to obtain and study the Guidance for setting and measuring goals and 2014 goals for the County Administrator. The County Board and this committee need to be more involved in the Budget Process and Goals. The County needs more promoting and encouraging of cross work between departments operating with existing budgets.

Goal setting needs to be clear for the Administrator. What are some priorities? Budget, Wage and Compensation Study, Court room improvements, Bloomfield Manor and Economic Development.

The Bloomfield Work Group Model will be used with other projects if successful.

Economic Development discussion: Economic Development is in a (state of flux) in Iowa County. Economic Development should be self-sustaining with county, municipalities and businesses in the area supporting it. A. There was not buy in with businesses such as Lands Inn in Dodgeville or Cummings Diesel in Mineral Point. B. Beyond the \$29000. From the County budget another \$49000. Until the end of the year. At the present time personnel from Planning and Zoning and University Extension have the Web site and check list set up. Commented that other counties have grants to assist with Economic Development. The Iowa County Staff is pretty good at grants, none are huge except for Emergency Management. To make Economic Development transition complete it needs: A Job description contracts with deliverables, a Planning and Zoning 5 year plan (Iowa County and measurable goals), Southwest Regional Planning input, etc. The Extension and Zoning Departments don't have enough time to work Economic

Development. The Economic Development and Property County Committee hasn't taken ownership of Economic Development.

By Unanimous Consent the 5 top goals for the Administrator to achieve would be: a. Wage and Compensation Study b. 2015 Budget c. Bloomfield Referendum d. Economic Development and e. Court Room Improvement.

There was discussion on Budgets: Land Conservation hasn't found a home for 2015; to move the county ahead Department and Staff working together, Management doesn't always know the answer where the staff knows who needs assistance.

8. County Clerk Klusendorf handed out Resolution Number 1-0210 identifying Line of Succession for Proclaiming and Emergency or Disaster in Iowa County. Though not stated the County Clerk would be the next on the list in case of an emergency.
9. There was discussion on Board Education/Orientation at County Board Meetings. Department heads, Business's, Hospitals, Schools, and Family Care were suggested as topics, starting time of 6:30 p.m. when needed.
10. The committee reviewed the Revised 2013 Wisconsin Act 373 State Statute pertaining to the County Clerk.
11. Discussion on Standardizing the County Committee Agenda template for committees was satisfactory, adding bolder print for the committee heading.
12. Discussion on the Iowa County Administrators job description: General consensus is good; grouping the goals and finding a measurement tool is the challenge.
13. Parman made the motion to go into closed session at 5:10p.m., Benish seconded. Motion carried. Besides Committee on Committee attendees were Supervisor Griffith, Administrator Kephart and Clerk Klusendorf.
14. Anderson made the motion second by Benish to return to open session at 5:33 p.m.
15. The next meeting date will be July 7, 2014 at 4:00 p.m.
16. Motion to adjourn was made by Nankee, seconded by Benish. Motion Carried.

Respectfully Submitted

Daniel Nankee