

Ad Hoc Sub Consolidation Committee Meeting Minutes
July 18, 2011, 8:30 a.m.

The meeting was called to order by Chairperson England at 8:30 a.m. James, Sumpter, Stuchlak, Wellumson, Allen and England present. Excused, Keckeisen. Also present, Borowski, Phillippi, Kaye, Genrich, Kotlowski, Price, Larson.

Motioned by James/Allen to approve the agenda. Motion carried by unanimous voice vote.

Borowski handed out a collaboration and consolidation document that their firm put in the Wisconsin Counties Magazine.

Borowski had spoke about the different groups that were put together to discuss different options.

The committee wanted an update on what the 42 counties had identified in their meetings. Borowski gave a summarization.

Borowski indicated that the county has to decide on the amount of control they are willing to give up.

For instance some counties have been working on consolidation of purchases. If the county were to enter into an agreement to purchase in bulk with another county there could possibly be a savings associated.

Jackson/Clark share Highway Commissioner – this is an another area in which the counties need to determine who would be in charge – which county, etc.

The committee needs to decide what they want to achieve, areas they want to look at, time frame of implementation, and how it would or would not work in Adams County.

Some areas that can be explored:

- Inter departmental agreements
- Intra departmental agreements
- Cross training
- Staffing
 - Job titles/descriptions – similar level of services, what is realistic

Business decisions – areas to explore with an ability to move forward.

What are other counties thinking?

- Simplified job descriptions – utilization of staff
- Regionalization of services
 - Rather than independent
- 1 target – dispatch – municipal/counties centralized
- Highway commissioner – sharing

- Counties doing work with municipalities with a \$5,000 magical amount
- Hiring of private companies instead of highway performing the duties
- Purchasing in bulk – consolidation of equipment i.e. computers to purchase in volume to achieve discounts
- License agreements, software, updates
- Public health – restaurant license
- Use of a common corporation counsel
 - Like Waushara/Marquette/Green Lake
- Regionalization of public health
- Regionalization of emergency government
- Contracting on a broader spectrum
- Coroner/medical examiner
 - Adams Counties contract is up in August again
- Consolidation of financials
- Consolidation of administration
- Consolidation of highway/public works
- Consolidation of environmental health and planning and zoning

Most consolidation/collaboration or cooperation has to be at the right time with the right person in order for it to be successful.

Barnes left at 8:45 a.m.

The committee would like a copy of the power point presentation from the 42 counties that has examples of:

- Utilities, internet services, regionalization all aspects – management and purchasing.
- Contracting out corporation counsel

Borowski indicated that the committee needed to consider things such as:

Realistic planning

Targeted areas

Evaluation of process

Outside partners

Time frame

Legal issues

Chapter 59

Roadblocks

Control/politics

How much change, and what type of change.

Do we want to manage as a business, do we want be involved in the day to day operation, what are the goals?

Past practice should or should not be taken into consideration, how effective are we, is there any problems, where is the problem, what is the problem or are things fine?

Running like a business, one must remember there are good business and bad. Good business decisions as well as bad business decisions.

Every county is unique for example in Villas County the Board Chair would like to see everything privatized.

Adams County needs to decide the path they wish to take.

Other areas to consider:

How are you going to promote employees, based on skill level, tenure, keep seniority rights? These types of business decisions will be up to the transition committee but part of the business decision process.

Currently Adams Counties internal department guidelines bleed together with manage. There should be an employee handbook and a separate administrative handbook.

Draft Core policies – Cohen has and will forward to Phillippi.

Allen would like to look at contracted area such as copy machine contracts, or areas to reduce costs before eliminating any positions.

Sumpter indicated Health and Human Services Departments as several copy machine vendors.

Stuchlak would like to eliminate rather than consolidate. The county is doing more than they need to be. Infrastructure and public safety should be priorities. Parks should not be levy related it is a luxury if they can be run with no levy dollars that a different story. Practical Cents – a 2nd hand business is another area. The lake districts would take back the outlying parks. Airport, consolidation of planning and zoning and land and water department – they have duplicated services. Matt an employee working in the land and water department is a certified inspector who could be working for both departments. Highway and solid waste should have been together prior to the building out on County F.

Wellumson would like to ask department heads for their thoughts, where they could cut, or work with other departments, for them to evaluate position in their departments, to constantly look out for the taxpayer.

Stuchlak indicated elimination of road painting, this could be privatized and reduce the cost and it should be looked at.

Internal/External/Regionalization- What can be done?

There are counties who are regionalizing internet systems – wireless – county/municipality.

Albert, Miller, Johnson, Croke present at 9:20 a.m.

Questions to consider:

Contracts – How often are they reviewed? What is the life of a contract?

England spoke of experience in the school system where cleaning and food services were contracted out. There was a high problem associate with theft and the food was terrible.

Janitorial services contracted out would need to be overseen by someone who controls and manages them.

Ward present at 9:25 a.m.

Wellumson had documents on number of employees received from the County Clerk's office along with levy and appropriations by departments. Sumpter would like a copy of this. Wellumson referred to counties who are collaborating in the east wondering if there were any in the west interested. (Wood, Juneau, Sauk.)

Agenda items to include:

Contracting-Consolidation services – copy machines

Parks operations

Airport operations

Consolidation of Land and Water with Planning and Zoning

Borowski will find a list of success stories and provide to Phillippi to hand out in advance.

Jason Dzwinel is a good source of information – most items were implemented through attrition.

Set next meeting date for 8/1/2011 at 9:00 a.m.

Motioned by Allen/James to adjourn at 9:32 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Cindy Phillippi
Recording Secretary