

## ADMINISTRATIVE & FINANCE MEETING MINUTES

Thursday, May 7, 2015 4:00 p.m. Room A160

The meeting was called to order by Chairman West at 4:00 p.m. The meeting was properly noticed. Present: Babcock, Grabarski, Hamburg and West. Excused: Kotlowski. Also present: Cable and Phillippi.

Motioned by Grabarski/Hamburg to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Babcock/Hamburg to approve the minutes from April 9, 2015. Motion carried by unanimous voice vote.

Public Participation: No public participation

Correspondence: No correspondence

*Item #8 Discuss and/or act on recommendation from Technology Steering Committee for Echo Software (electronic health record system) for Health & Human Services.* Motioned by Hamburg/Babcock to go with the Echo Group using the remaining balance of approximately \$73,000 from MIS budget, remaining from new account set up in Health & Human Services run into the red, taken from fund balance. Motion carried by unanimous voice vote.

*Item #9 MIS.*

- a. *Office activities.* Update was given on HIPPA compliance
- b. *Financial report.* Financials not available yet.

*Item #10 Treasurer.*

- a. *Tax Deed Property update.* None given.
- b. *Financial report.* Handed out prior to meeting.
- c. *Office activities.* None given.

*Item #11 County Clerk/ACDoF.*

- a. *Office activities.* Update given.
- b. *Discuss and/or act on funding for true time.* Motioned by West/Babcock to use 420 account to fund the true time project. Motion failed by roll call vote, 2 yes, 2 no. Voting yes, West and Babcock. Voting no, Hamburg and Grabarski. Bring back to next meeting.
- c. *Discuss and/or act on MIS Director WIPFLI placement.* Motioned by Grabarski/Babcock to move MIS Director to pay grade #7 on the WIPFLI placement scale effective January 1, 2015 and forward recommendation to Executive Committee. Motion carried by unanimous voice vote.

*Item #12 Update on Health Insurance.* None given.

Identify upcoming agenda items:

*Exempt versus non-exempt;*

*Certifications.*

Next meeting date set for June 4, 2015 at 4:00 p.m.

Motioned by Hamburg/Grabarski to adjourn at 6:07 p.m. Motion to adjourn carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

These minutes have been approved by the committee.

CP\ck