

Waukesha County Board of Supervisors

Minutes of the Human Resources Committee Tuesday, July 20, 2021

Chair Zimmermann called the meeting to order at 1:00 p.m.

Present: Supervisors Dave Zimmermann, Duane Paulson, Mike Crowley, Jacob LaFontain, Richard Morris, and Jeremy Walz. **Absent:** Kathleen Cummings.

Also Present: Chief of Staff Sarah Spaeth, Legislative Policy Advisor Alex Ignatowski, Administrative Specialist Mary Pedersen, Director of Administration Andy Thelke, Budget Manager Bill Duckwitz, Accounting Services Manager Danielle Igielski, Health & Human Services Director Liz Aldred, Human Services Manager Ron Pupp, County Clerk Meg Wartman, Human Resources Manager Renee Gage, Senior Human Resources Analyst Natalie Durr, and Principal Human Resources Analyst Whitney Ruiz.

Approve Minutes of June 15, 2021

MOTION: Crowley moved, second by Walz to approve the minutes of June 15. Motion carried 6-0.

Next Meeting Date

- August 17, 2021

Executive Committee Report of July 19, 2021

Zimmermann said the committee approved one ordinance and three appointments and defeated one ordinance.

Discuss and Consider 176-O-048 Modify 2021 Budget To Accept The Us Department Of Treasury American Rescue Plan Act Grant Through The Coronavirus State And Local Fiscal Recovery Funds Program, Create The Special Purpose Grant Fund, And Create 1.0 FTE Senior Financial Analyst Position

Thelke, Duckwitz, and Igielski were present to discuss this ordinance which modifies the 2021 budget to accept federal American Rescue Plan Act Grant Funding through the Coronavirus State and Local Fiscal Recovery Funds Program, including funding for pandemic response and to cover costs for administering and implementing the grant. Thelke said this ordinance also creates 1.0 FTE regular, sunset senior financial analyst position and establishes a special revenue fund to manage grant-funded contracts. This ordinance authorizes the County to accept \$78,510,723 of federal American Rescue Plan Act funding distributed from US Department of Treasury as part of the Coronavirus State and Local Fiscal Recovery Funds program. This funding is provided in two installments; the first in May of 2021 and the second in May of 2022. These proceeds must be obligated by December 31, 2024 and spent by December 31, 2026 or otherwise returned to the federal government. This ordinance funds estimated 2021 expenses with grant revenues and does not result in an ongoing tax levy impact.

MOTION: Paulson moved, second by Crowley to approve Ordinance 176-O-048. Motion carried 6-0.

Discuss and Consider 176-O-047 Authorize The Department Of Health And Human Services To Cease Juvenile Secure Detention Operations At The Juvenile Center; Create, Abolish, And Reclassify Positions To Continue Services Through A Contracted Solution; And Modify The 2021 Non-Departmental Budget

Aldred and Pupp discussed this ordinance which authorizes the Department to cease juvenile secure detention operations at the Juvenile Center facility and instead provide these services through a contract with other counties' juvenile secure detention programs.

This ordinance authorizes the creation, abolishment, and reclassification of positions. This ordinance also modifies the 2021 Non-Departmental budget to increase personnel costs and use of General Fund balance by \$67,000 to cover above-budget severance/retention costs. This proposal would eliminate the need for most 24/7 staffing at the juvenile center and this ordinance would abolish 8.50 FTE positions including 6.50 FTE juvenile center workers and 2.00 FTE juvenile center supervisors. The department also budgets for 1.29 FTE of temporary extra help and overtime expenses at the Juvenile Center, which would not be needed going forward, resulting in additional cost reductions. The department would still need to monitor and coordinate care for the juveniles and this ordinance reclassifies the existing 1.00 FTE juvenile center coordinator position to 1.00 FTE human services supervisor position and creates a 1.00 FTE social worker and a 1.00 FTE human services support specialist position. The net reduction in FTE resulting from this proposal would be 7.79 FTE.

Pupp distributed supplemental information. By providing secure detention services through a contracted solution, it is estimated the Department will generate approximately \$451,000 in net savings on an ongoing annual basis which can be used to help cover the increasing cost to continue for other operational needs.

MOTION: Morris moved, second by LaFontain to approve Ordinance 176-O-047. Motion carried 6-0.

Discuss and Consider the County Clerk's 2020 Annual Report

Wartman discussed the 2020 annual report as outlined which included statistics for 2018-2020 for revenues/fees collected for marriage licenses and passports, HAVA Grant funds awarded, and number of county voters per election. Wartman highlighted departmental challenges with COVID-19 and the January and August 2020 elections.

MOTION: Paulson moved, second by Walz to accept the 2020 Annual Report of the County Clerk's Office. Motion carried 6-0.

Closed Session

MOTION: Walz moved, second by LaFontain to go into closed session 2:01 p.m. in accordance with Section 19.85 (1)(e) Wis. Stats. for the purpose of discussing collective bargaining issues for those employees covered under the Waukesha Deputy Sheriff Labor Union and to approve closed session minutes of June 15, 2021. Motion carried 6-0.

MOTION: Paulson moved, second by Walz to return to open session at 2:08 p.m. Motion carried 6-0.

Legislative Update

Ignatowski said the redistricting bill was recently vetoed by the governor and the budget was signed.

MOTION: Walz moved, second by Morris to adjourn at 2:09 p.m. Motion carried 6-0.

Respectfully submitted,

Kathleen M. Cummings

Kathleen M. Cummings
Secretary