

Executive Committee Meeting Minutes July 17, 2017

Chair Decker called the meeting to order at 8:32 a.m. and led the committee in the Pledge of Allegiance.

Committee Members Present: Chair Paul Decker, Supervisors Dave Swan, Dave Zimmermann, Jim Heinrich, Larry Nelson, Christine Howard, and Peter Wolff.

Others Present: Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, Waukesha County Center for Growth Economic Development Coordinator Tim Casey, Waukesha County Center for Growth Business Consultant Karen Taylor, Waukesha County Business Alliance President Suzanne Kelley, Waukesha County Business Alliance Talent and Education Manager Robyn Ludtke, Director of Parks and Land Use Dale Shaver, Supervisor Bill Mitchell, Senior Financial Budget Analyst Stephen Trimborn, and Director of Federated Library Connie Meyer. Minutes Recorded by Beth Schwartz, County Board Office.

Future Agenda Item

- CHIP presentation (Howard)

Approve Minutes of June 19, 2017

MOTION: Howard moved, second by Wolff to approve the minutes of June 19, 2017. Motion carried 7-0.

Future Meeting Date: August 14, 2017

Update on the Waukesha County Center for Growth

Casey provided an overview of the Center's business growth strategy in being the central point in looking for businesses to expand or locate in the County. He explained the Center's timeline since its inception in May 2016 and mentioned the municipal partner commitments. Decker commented on the element of manufacturing in the municipalities that partnered with the Center. Casey said there are more municipalities they'd still like to see on the list such as New Berlin and the City of Pewaukee. The Center's focus is on manufacturers, larger service firms and real estate partners, and there have been five recent expansions.

Taylor went into detail about business consulting goals including facilitating growth and helping launch successful enterprises. Swan asked if farmer organizations have been pursued in regards to the Center's food and agricultural business focus. Taylor said it has not yet been a main focus of the Center. Taylor explained business consulting areas such as finding the right talent and planning for the future sale of their business. Involvement with Business Alliance activities and referrals account for much of the full client list. Answering Zimmermann's question, Taylor said businesses are often paired to provide one another with what they need such as manufacturers and their suppliers, and that this in turn helps stimulate the local economy. The impacts of the Center's business consulting are varied and include long term clients, new business ventures launched, and workshops conducted for woman and minority owned business certification and government contracting.

Zimmermann asked for more details on the involvement of the municipal partnerships. Casey said it depends on the size of the municipality and their needs, and the Center focuses on facilitating what the municipality cannot do alone. Nelson asked if there is a size threshold for businesses they will work with. Taylor said it depends on the industry, and that small businesses are still an asset to the Center's goals. Often it is the local chamber of commerce within the municipalities that provide the Center with

businesses in need of their support. In answering Swan's question, Shaver explained small populated municipalities can be heavy on industry. He said residentially focused communities will benefit from a commercial presence.

Ludtke discussed her workforce development initiatives and said follow-up is a key component. In her role she works with the K-12 system such as hosting high school students at companies in different industries, providing exposure to work environments at an earlier age in order to plan for their future. Zimmermann asked about involvement in Manufacturing Day, and Ludtke explained their substantial involvement. Technology and finance are soon to be included in types of industry represented in the educational efforts. Programs also include "The Many Futures in Health Care Career Expo", where different jobs within the healthcare industry are explored and apprenticeships are made available, and "Metropolitan Builders Association's 2017 Trade Talks", where students spoke with landscapers, interior designers, contractors, and others in order to gain a full understanding of the industry. Ludtke will be taking part in the US Chamber of Commerce Talent Pipeline Management Academy. Eighteen participants were chosen from around the country to share methods and tactics in order to increase effectiveness at fostering employment. Ludtke discussed the impact of the initiatives.

Heinrich asked what their relationship is with the Community Development Loan Fund. Shaver said a collaborative fund for the Center will serve as a tipping point fund to incentivize economic development in the County. The collaborative fund will also assist in creating a sustainable funding model for the Center's operational costs. By the end of August, Shaver expects the workgroup to complete development of the collaborative loan fund parameters, as well as report on benchmark research and initial fund model decisions.

Discuss and Consider Resolution 172-R-001: Adopt The Waukesha County 2017-2021 Library Services Plan And Approve The New County Library Standards

Meyer said this resolution is for approval of the new County library standards set forth in the County Library Services Plan for 2017-2021 and that these replace all previous library standards. She explained that the 17-member committee met from August 2016 through March 2017 and included Supervisors Bill Mitchell and Jeremy Walz. They endorsed the existing formula for collecting taxes from residents that live in non-library communities for borrowing privileges at any of the 16 public libraries in the County. No change to the distribution formula was recommended by the committee, except for an administrative adjustment to the interlibrary loan tracking for actual usage, encouraging libraries to share. The committee recommended an amendment to the County Code to reflect authority vested in the regional library system board for making decisions regarding its state funded appropriation. Swan asked how much was in the reserve fund, and Meyer said a little less than \$500,000. She reiterated the money comes from State funding accumulated over the course of the years and how the money can be used. Meyer said some services, such as digital resources, would be impossible to separate between Waukesha County and Jefferson County.

MOTION: Heinrich moved, second by Nelson to approve Resolution 172-R-001. Motion carried 7-0.

Discuss and Consider Ordinance 172-O-017: Amend The Waukesha County Code Of Ordinances Section 11-8 Based Upon The Adoption Of The Waukesha County 2017-2021 Library Services Plan

Meyer said this ordinance is to repeal and recreate a section of the County Code so that when the decrease in total available Library Tax Levy produce a deficit, limits will be adjusted on allowable decreases in distributions to individual libraries by 5% and \$5,000 incrementally, until the deficit can be offset with proportional reductions in preliminary allocations, with the exception that no individual

library's reduction may exceed 25% of its prior year distribution. This change reflects the statutory authority vested in the regional library system board for making decisions regarding its state-funded appropriation. The committee endorsed the existing formula for collecting taxes from residents that live in non-library communities for borrowing privileges at any of the 16 libraries. Swan asked about Line 37 of the Ordinance and Meyer explained the formula.

MOTION: Heinrich moved, second by Nelson to approve Ordinance 172-O-017. Motion carried 7-0.

Discuss and Consider Appointments

MOTION: Heinrich moved, second by Howard to approve the following appointments:

Appointment 172-A-023: Dr. Myra Martz Huth to the Delafield Public Library Board of Trustees

Appointment 172-A-024: Carol Stienstra to the Mukwonago Community Library Board of Trustees

Motion carried 7-0.

Update on Regional Transit Leadership Council Executive Committee and Wisconsin Workforce Development Association Board

Decker reported on the Regional Transit Leadership Council Executive Committee and Wisconsin Workforce Development Association Board's collaboration with the Waukesha County Business Alliance and Milwaukee 7. Discussions will continue about automation, which allows manufacturers to create more output using fewer people. A necessary adaptation, automation is the manufacturing sector's way of adapting to facing the drastic labor shortage over the coming years. As jobs are created in manufacturing, more jobs are created in supporting sectors. Other discussions include sustainable funding, and employer provided health insurance challenges.

County Board Committee Reports by Committee Chairs for the Following Meetings:

Finance of June 21– Heinrich reported the committee heard an update on the Waukesha Employee Health & Wellness Center, discussed and considered the contract procurement process for Human Resources Information System (HRIS), Capital Project #201617 and an Ordinance to accept cash donations for Veterans Services Division. The committee also heard an annual report on transit routes and contracts with the City of Waukesha before going into closed session.

Land Use, Parks & Environment of June 27– Zimmermann reported the committee discussed and considered two ordinances.

MOTION: Swan moved, second by Zimmermann to adjourn the meeting at 10:18 a.m. Motion carried 7-0.

Respectfully submitted,

Peter Wolff
Secretary