

The Executive Committee met in Room A-200 of the Administration Center prior to County Board.

Present: Supervisors Brooks, Geracie, Schlenvogt, Marchese, Becker, and Szatkowski. Staff: County Administrator Meaux, Assistant Administrator Dzwinel, Technology Resources Director Buhler, Captain Johnson, and County Clerk Winkelhorst.

Others Present: Economic Development Executive Director Kathleen Schilling

Call to Order/Proper Notice/Adoption of Agenda: The meeting was called to order by Chairperson Brooks at 8:00AM. Assurance that the meeting was properly noticed, so noted by Ms. Winkelhorst. The agenda was adopted as presented.

Public Comments/Correspondence/Communications: There were none.

Approve Minutes from the November 2, 2011 Meeting: Motion made by Supervisor Becker, seconded by Supervisor Szatkowski to approve the November 2, 2011 minutes as submitted. All members present voting aye. Motion carried. (6-0)

Action Item:

Review/Approve Resolution Establishing the Economic Development Road Aid Grant Program (EDRAG): Supervisor Geracie reported that EDRAG was reviewed by the Public Works Committee meeting and there was discussion about whether the Highway Department would be able to do work for municipalities based on the current statute. Mr. Meaux further commented that there are limitations in the law that did not exist before. We will have to see what the applications are, how they are structured and whether or not they are legal. In the meantime, the county needs to work at getting the law repealed.

Motion made by Supervisor Szatkowski, seconded by Supervisor Geracie to approve the resolution establishing the Economic Development Road Aid Grant Program. All members present voting aye. Motion carried. (6-0) This will move forward to the County Board for final approval.

Discussion Items:

Department Performance Measurements / Annual Departmental Reports: Mr. Meaux explained that the annual departmental reports were part of the Code of Ordinances and when sections of the code were converted to the Policy & Procedure Manual this provision was eliminated. Chairperson Brooks commented that the provision was eliminated because at that time the department reports were accepted and adopted by the County Board. These reports needed to be received instead of adopted because adoption would mean accepting plans that were noted in some reports.

8:08AM Public Works Director Dreblow and Supervisor Walerstein joined the meeting.

Mr. Meaux further explained that in the budget process for 2012 it was determined that an Annual Outcomes Report should be done by the departments. This performance measurement provides a story of the experience in the department which is similar to the annual department reports. Mr. Meaux's suggestion is that the department can do a narrative if they choose, but for the purposes of the County Board and accountability to the organization the Annual Outcomes Report would suffice.

The consensus of the committee is to do away with the annual department reports as currently done and to accept the Annual Outcomes Report in lieu of. This does not preclude those departments that may be required by State Statutes to submit a report to the County Board.

Paperwork Reduction / Paperless Committees: Mr. Meaux explained that the Natural Resources Committee has been experimenting with the paperless option. There have been several supervisors that have expressed interest in this, as well. To proceed with going paperless for committees and the board, an investment in equipment would be necessary. This would save time, energy and resources. All packets, agendas, and reports are currently online. Mr. Buhler provided suggestions on equipment and training. Discussion on when and how it could be implemented, training, equipment, and internet access.

Chairperson Brooks directed staff to put a plan together and bring it back in a few months.

Schedule of County Board Policy Meetings:

January 18 – cancelled

February 15 – fairgrounds, ProPhoenix demonstration, Shady Lane property

March 21 – possible cancellation

Review Ozaukee County Policy & Procedure Manual Chapter 4 re Personnel Policies: Mr. Dzwinel explained that the proposed changes are being brought forward to align the Policy & Procedure Manual with the Employee Handbook and to discuss possible changes. This will go to the Finance Committee for their input and approval. Discussion on accrual of floating holidays, salary study, temporary vacancies, uniforms, and compensatory time accrual.

8:48AM Recess to County Board

9:54AM Chairperson Brooks reconvened the meeting. Present: Brooks, Geracie, Schlenvogt, Marchese, Becker, Szatkowski, Meaux, Dzwinel, and Winkelhorst.

Discussion on accrual of vacation time, sick time, and retirement. Mr. Meaux commented that he would like time to review options more thoroughly that were suggested and bring those back to the committee at a later date.

Committee Reports: There were no reports.

Next Meeting Date: Wednesday, February 1 – Time to be determined.

Adjournment: Motion made by Supervisor Marchese, seconded by Supervisor Schlenvogt to adjourn. All members present voting aye. Motion carried. (6-0)

Meeting adjourned at 10:30AM

*Julianne B. Winkelhorst, County Clerk*