

**LANGLADE COUNTY  
EXECUTIVE COMMITTEE REPORT**

**Meeting Date: 03/14/2017**

**Time: 8:30 a.m.**

**CHAIRMAN:** Dave Solin

**MEMBERS PRESENT:** Pete Pennington, Doug Nonnenmacher, Holly Matucheski, Ron Nye, Dave Solin

**MEMBERS ABSENT:** none

**OTHERS PRESENT:** Gary Olsen, Robin Stowe, Ron Barger, Mark Westen, John Schunke and Judy Nagel.

The meeting was called to order at 8:30 a.m. by Acting Chairman Pennington in Room 203 of the Langlede County Courthouse.

**Pledge of Allegiance.**

**Approve/amend Minutes of February 14, 2017 Executive Committee Meeting.** Motion by Matucheski, second by Nonnenmacher to approve the minutes of February 14, 2017 Executive Committee meeting. All ayes, motion carried.

**Approve/amend Agenda of March 14, 2017 Executive Committee Meeting.** Motion by Nye, second by Matucheski to approve the agenda for March 14, 2017. All ayes, motion carried.

**Public comment on agenda items, and consideration of requests for items to be added to future meeting agendas.** Robin Stowe, Corporation Counsel, reminded the Committee of their role and responsibility to develop strategic budget plans. Since the County Board will be presented with a number of different spending measures (additional positions, acquisition of land, etc.) it is important for these measures to be prioritized, as they are routinely considered by the Board in isolation. The County established a comprehensive priority ranking for programs and services in 2005, and the Committee updated this priority ranking in 2010. It is recommended that a review of current spending measures be reviewed in combination with the County's priorities.

Supervisor Solin serves as the County's representative on the Nicolet College Board of Trustees. The approval of per diems for his attendance at such meetings will be added to the next Executive Committee Agenda.

**Review written report from Economic Development Corporation and Executive Director for Economic Development will update the committee on LCEDC activities.** Motion by Matucheski, second by Pennington to approve the written report from Economic Development Corporation. All ayes, motion carried.

**Review Transportation Report.** Gary Olsen, Finance Director, gave an overview of the Ridership Program. This program has been active for the last 6 years. The Ridership Program has increased, mainly students. The Hospital has added a grant to help support expanding the Ridership Program to night hours. There was question about this program competing with the private sector and it was noted that the Transportation Grant has a non-competitive clause, and a requirement to work with other transport agencies. Information only.

Chairman Dave Solin joins the meeting at 8:40 a.m.

**Consider request to establish minimum staffing plans in Departments not listed in Board Rule 12.1.** Board Rule 12.1 was approved to have a minimum staffing plan in Departments that have employees on call 24/7 that respond to public health and safety issues. The County Board referred to the Committee to review the need to evaluate the process to refill all other types of positions when a vacancy occurs. The current process has already been streamlined to only require approval by oversight and Personnel Committees (if position is budgeted), so any delay in refilling any other positions is minimal (30 – 45 days).

The recommendation from Personnel Committee is to retain the current process to refill all other positions not covered by the new Rule 12.1, by requiring approval to fill vacancies by the Oversight and Personnel Committees. The concern of developing a minimum staffing plan for all other positions is that it would limit the County's ability to review positions when they become vacant.

Motion by Pennington, second by Nonnenmacher to follow the recommendation from Personnel Committee and bring back to the April Executive Committee meeting to discuss with Strategic Budget Plan. All ayes, motion carried.

**Consider repealing County Board Rule 3.6.** County Board Rule 3.6, which states: When meeting in closed session to discuss personnel issues (pursuant to Section 19.85(1)(b)(c) or (f), Wis. Stats., the committee shall have the authority to exclude any Board member who is not a member of the committee, with the exception of the Board Chairman or the Chairman's designee (in the absence of the Chairman). No information discussed during a closed session may be released to a Supervisor (except the County Board Chairman) who is not a member of the committee without the approval of the committee or the committee chairman.

It is recommended that the Committee repeal Rule 3.6 and replace this with a rule that requires County employees and elected officials to adhere to a newly established confidentiality policy. Discussion held on the need for County Board member to sign a confidentiality pledge and the repercussions for failing to sign a confidentiality pledge

Motion by Nonnenmacher, second by Pennington to keep County Board Rule 3.6 but have all Supervisors who wish to attend a closed session sign a Confidentiality Pledge.

Motion by Nye to Amend the motion to state when meeting in closed session to discuss personnel issues the committee shall have the authority to exclude any Board member who has not signed a Confidentiality Pledge. No information discussed during a closed session may be released to a Supervisor who has not signed a Confidentiality Pledge, second by Pennington. All ayes, motion carried.

**Discuss Confidentiality Policy and Confidentiality Pledge Form, and addition to County Board Rules.** This was discussed in conjunction with the agenda item: Repealing County Board Rule 3.6.

**Consider appointing Ad Hoc Committee to study County's Human Resource and Administration needs.** The last study of the County's HR and administration needs was conducted in 2005 and led to the established of a full-time HR Director position filled over 10 years after it was created. The last study involved having officials from other Counties (i.e., Marathon County) given a presentation to the Board on how their County addresses these needs. The Personnel Committee has expressed concerns about the need to provide assistance or back-up support to the HR Director position. In the event that that the County is unable to fill the vacant HR Director position, it was suggested that the County create an Ad Hoc Committee to study the options available to provide these services, such as reviewing how other Counties structure HR and administrative services. It is also recommended that until such time as the Ad Hoc study is completed, that an interim plan for human resources be implemented.

John Schunke, Chief Deputy Sheriff, volunteered to complete HR comparables from other counties.

Motion by Nye, second by Nonnenmacher to form an Ad Hoc Committee to study Langlade County Human Resource and Administration needs. All ayes, motion carried.

Chairman Solin will appoint members to the Ad Hoc Committee when/if Resolution #23-2017 is adopted.

**Consider resignation of County Board Supervisor Dale Dahms.** Robin Stowe, Corporation Counsel, read a letter from County Board Supervisor Dale Dahms stating his resignation from the County Board, effective, March 6, 2017.

Motion by Pennington, second by Nye to accept the resignation of Dale Dahms. All ayes, motion carried.

Stowe, read the advertisement for the vacant County Board Supervisor position that was in the Antigo Daily Journal. Motion by Pennington, second by Matucheski to have Chairman Solin select an applicant to fill the vacant Supervisor position. Depending upon how many candidates apply for this vacant seat, then the Board Chairman may call for an Executive Committee to be held before the March 21, 2017 County Board meeting. All ayes, motion carried.

Recess held on 9:45 a.m., returned on 10:00 a.m.

**Report on the activities of the Retained County Authority Committee (North Central Health Care).** Robin Stowe, Corporation Counsel, updated the Committee on the Retained County Authority (RCA) Committee. Stowe shared with the Committee the minutes of the RCA held on February 23, 2017. The minutes reflect the Bylaws, youth crisis stabilization, expanded inpatient substance abuse treatment, youth residential facility and budget review. The RCA February minutes will be on file with the County Clerk's office. Information only.

**At approximately 10:00 a.m. consider moving into closed session pursuant to Section 19.85 (1)(c)(f), Wis. Stats., to review employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and/or to review financial, medical, social or personnel histories of specific persons, which if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data; to discuss options for human resources with Department Heads, including the feasibility of restructuring existing positions.**

In attendance for closed session are Tammy Wilhelm, Chet Haatvedt, Duane Haakenson, Nate Heuss, Erik Rantala, Brian Braun, Marilyn Baraniak, Robin Stowe, John Schunke, Ron Barger, Jim Jansen and Judy Nagel.

Motion by Nonnenmacher, second by Pennington to move into closed session. Chairman Solin aye; Nonnenmacher aye; Nye aye; Matucheski aye; Pennington aye. The Committee commenced to closed session at 10:10 a.m.

At approximately 10:40 a.m. Gary Olsen, Finance Director, was invited to attend closed session.

**At approximately 10:30 a.m., return to open session with possible action taken on any matters discussed in closed session.**

Motion by Pennington, second by Solin to return to open session at 10:50 a.m. All ayes, motion carried.

Motion by Pennington, second by Nonnenmacher that if the vacant posted Human Resources position is not filled after interviews on Wednesday, March 15, 2017, then "Plan B" is to be forwarded to County Board. All ayes, motion carried.

Discussion held on the interview that is Wednesday, March 15, 2017. The Personnel Committee will be interviewing one candidate for the vacant budgeted Human Resources position. Since the Human Resources position is budgeted, the approval for hiring goes to the Personnel Committee. The question was raised as to the support staff that Human Resources will have. If Resolution 23-2017 is adopted, the Ad Hoc Committee will be formed and that Committee will help determine the needs of the Human Resources position.

**Review resolutions received from other Counties, if any.** None

**Set date for next regular meeting.** April 11, 2017 at 8:30 a.m. Room 203, Courthouse.

**Adjourn the Meeting.** Motion by Pennington, second by Nonnenmacher to adjourn the meeting, all ayes, motion carried at 11:00 a.m.

Respectfully Submitted, Becky Rank, Recording Secretary