

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

February 22, 2017

Administration & Rules Committee

1. Call to Order

Meeting was called to order by Rinard at 8:30 a.m.

2. Roll Call

Administration and Rules Committee Members

Members present: Jim Braughler, Jim Schroeder, Jennifer Hanneman, Steve Nass and Amy Rinard.

Others Present: Ben Wehmeier, County Administrator; J. Blair Ward, Corporation Counsel; Alexa Zoellner, Reporter, Daily Jefferson County Union; Darci Berg and Diane Chamness – Chamness Group; Frank Martinelli, The Center for Public Skills Training and Michael Stumpf, Place Dynamics.

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

No Changes were made.

5. Public Comment

6. Approval of January 25, 2017 Committee meeting minutes

Motion by Schroeder; Second by Hanneman to approve the January 25, 2017 Committee meeting minutes as presented. (Ayes-All) Motion carried.

7. Communications

None

8. Convene in closed session pursuant to section 19.85 (1)(e) for the purpose of discussion and possible action on interviewing and selecting a facilitator who will be working with Jefferson County on its Strategic Plan

The committee chairperson conducted a roll-call vote to convene into closed session. All approved.

9. Reconvene in open session to take possible action on selecting a facilitator who will be working with Jefferson County on its Strategic Plan

Motion by Nass; Second by Braughler to reconvene in open session to take possible action on selecting a facilitator who will be working with Jefferson County on its Strategic Plan (Ayes-All) Motion Carried.

Motion by Braughler; Second by Hanneman to give County Administrator Ben Wehmeier the authority to contract with and notify the facilitator that was selected to work with Jefferson County on our Strategic Plan. (Ayes-All) Motion Carried.

10. Discussion and possible action on amending County Board Rules

a. Allow County Board Chair or designee to be a member Criminal Justice Collaborating Council (CJCC)

Currently the CJCC bylaws specify the County Board Chair as a member. This revision would allow the chair to designate a member. The committee supports this.

b. Allow special order of business to be placed on the County Board agenda at the discretion of the chair

Our current Board Rules don't specify where the Special Order of Business should occur during the meeting. This revision would clarify that. The committee supports this.

Motion by Rinard; Second by Nass to add the language to the County Board Rules and forward to the County Board for their consideration. (Ayes-All) Motion Carried.

11. Financial Reports (December)

- a. Clerk of Courts
- b. Corporation Counsel
- a. County Administrator
- b. County Board
- c. County Clerk
- d. Register of Deeds

Financial Reports were provided for review. No action taken.

12. County Administrator's monthly report

Wehmeier gave a verbal report. Highlights included: Completed employee evaluations, working with the HR Director and focus groups to discuss a professional development plan for the future, working on implementation of a Drug Court, met with Judge Dehring, finished interviews for CJCC Coordinator position; attended Legislative Exchange, updating our website, attended meetings with Economic Development, attended WMMIC meeting and was appointed to the Board of Directors. No action taken.

13. Discussion and possible action on tentative future meeting schedule and agenda items – (March 29, 2017)

- Approval of February 22, 2017 Administration & Rules Committee meeting minutes
- Approval of February and March 14, 2017 County Board meeting minutes
- Discussion and possible action on WCA Resolution "Dark Store"
- Update on Finance Director

14. Adjourn

Motion made by Hanneman; Second by Schroeder to adjourn at 10:47 a.m. (Ayes-All) Motion Carried.