

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

April 27, 2016

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, Jennifer Hanneman, Jim Schroeder and Amy Rinard.

Excused: Steve Nass

Others Present: Ben Wehmeier, County Administrator; Barb Frank, County Clerk; J. Blair Ward, Corporation Counsel; Brian Lamers, Finance Director and Yelena Zarwell, Assistant Corporation Counsel.

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

No changes.

5. Public Comment

None

6. Approval of March 30, 2016 Committee meeting minutes

Motion by Hanneman; Second by Braughler to approve the March 30, 2016 Committee meeting minutes as presented. (Ayes-All) Motion carried.

7. Approval of the April 19, 2016 County Board meeting minutes

The County Board minutes were not available for approval. The minutes will be approved by the Administration and Rules Committee at the next meeting.

8. Communications-None

- JCEDC Strategic Development Plan

9. Discussion and possible action on enacting a social media policy

A copy of the updated social media policy was provided for review. Ward went over the revisions.

Motion by Schroeder; Second by Hanneman to approve the social media policy and forward to County Board for their consideration. (Ayes-All) Motion carried.

10. Discussion and possible action on resolutions, letters or reports from other governmental agencies

a. Buffalo County Resolution "Oppose UW-Cooperative Extension Multi-County Reorganization Plan

b. Calumet County Resolution - "Opposing the UW-Cooperative Extension Reorganization Plan

The Committee reviewed the resolutions. The County has already passed a resolution opposing this. No action taken.

11. Discussion and possible action on Task Force assignments - County Board Committee and work flow process

A meeting of the chairs will be held after elections take place to discuss this. No action taken.

12. Financial Reports

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

Financial Reports were provided for review. No action taken.

13. County Administrator's monthly report

Wehmeier talked about the following: Replacement of UW Extension 4-H Agent and other UW Extension Changes; Discussion with MATC culinary staff regarding the Fair Park kitchen food services, Fire Chief's Association & EMS, Old Highway Shop, Active Shooter Training, CJCC Grant and possible expansion of programs, Youth Government Day, Veterans' Service Office, Midwest Leadership Institute Training, LEAN Kick off meeting, Governor in Jefferson, May 9th at 12:30 p.m. No action taken.

14. Tentative Future Agenda Items and Meeting Dates (May , 2016)

- Approval of April 27, 2016 Administration & Rules Committee meeting minutes
- Approval of April May 10, 2016 County Board meeting minutes
- Task Force Assignments
- Discussion about the Committee Chair Meeting
- WCA Annual Meeting Resolution Deadline
- Discussion and possible action on Council of Governments

15. Adjourn

Motion made by Hanneman; Second by Schroeder to adjourn at 9:42 a.m. (Ayes-All) Motion Carried.