

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

June 29, 2011

Administration & Rules Committee

1. Call to Order

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

2. Roll Call

Administration and Rules Committee Members

Members present: James Braughler, Jim Mode, John Molinaro, Greg David, and Paul Babcock

Others Present: Phil Ristow – Corporation Counsel; Connie Freeberg – Paralegal II Confidential; Tammie Jaeger – Administrative Assistant-Confidential, Supervisor Jan Roo. Diane Nelson, Jennifer Bagley Sarah Born, Amy Fairfield - Health Department Staff, and Steve Grabow – UW Extension.

3. Certification of compliance with Open Meeting Law Requirements

Staff from the County Administrator's Office certified compliance with the open meeting law.

4. Review of Agenda

No changes

5. Public Comment

None

6. Approval of May 25, 2011 Administration & Rules Committee meeting minutes

Motion made by Supervisor Babcock; Second by Supervisor David to approve the May 25, 2011 Administration & Rules Committee meeting minutes as written (Ayes-All) Motion carried.

7. Approval of June 14, 2011 County Board minutes

Motion made by Supervisor Mode; Second by Supervisor Babcock to approve the June 14, 2011 County Board meeting minutes as corrected. (Ayes-All) Motion carried.

8. Discussion and possible action on Health Department Facebook and Twitter accounts

Health Department staff provided information on their Facebook Page and Twitter accounts. Jennifer Bagley gave the Committee a brief presentation. Diane Nelson, Jennifer Bagley, Sarah Born, and Amy Fairfield are part of the Health Department's Social Media Team. The committee discussed these social media choices. The Committee would like more information on how Twitter works. The Health Department will provide the committee with more information on Twitter at their next meeting.

Motion made by Supervisor Mode; Second by Supervisor David to allow the Health Department to launch their Facebook page. (Ayes-All) Motion carried.

9. Status report on Jefferson County Reapportionment (County Board Supervisor Redistricting) Tentative Plan

No action taken.

10. Discussion and possible action on County Board authorization to sue municipalities to meeting the requirements of the reapportionment plan

John Molinaro read a letter from Andy Erdman in support of a resolution authorizing the County Board to make decisions for municipalities who don't meet the requirements of the Reapportionment plan.

Motion made by Supervisor Mode; Second by Supervisor Braughler to forward a resolution to the County Board authorizing the committee to apply to the court to meet the requirements of the County's tentative Reapportionment Plan (Ayes-All) Motion carried.

11. Discussion and possible action on 1999 County Resolution regarding identification of County Vehicles

The committee discussed a resolution previously which stated that all County vehicles needed the County seal affixed to them as a standard decal. A resolution was brought to the committee in June clarifying this rule and authorizing the County Administrator and the Sheriff to determine if certain departments may be exempt from this rule. This resolution was not brought to the County Board because Corporation Counsel informed staff of an existing resolution stating that County vehicles containing any type of Jefferson County marking was sufficient. A resolution giving the County Administrator and the Sheriff the authority to exempt this rule for certain departments should be considered.

Motion made by Supervisor Babcock; Second by Supervisor David to forward a resolution to County Board clarifying the identification rules and giving the County Administrator and the Sheriff authority to exempt this rule for certain departments.

12. Discussion and possible action on Strategic Plan Survey of local elected officials and employees

A draft of the elected official/employee survey results was provided for the committee to review. Steve Grabow reviewed the information with the committee. The committee will review the survey and discuss it again at their next meeting. No action taken.

13. Discussion and possible action on Vehicle Usage Policy

A sample Vehicle Usage Policy was provided for the committee to review. The committee and staff discussed developing a Vehicle Usage Policy for Jefferson County. Gary will look into the possibility of getting an intern to work on this project. The committee will discuss this at their next meeting. No action taken.

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

Resolution – "Waukesha County Technical College Response to Concealed Weapon"

The Committee reviewed the resolution. No action taken.

Resolution – "Urge WCTC District Legislators to remove sections 23-26, Motion 489"

The Committee reviewed the resolution. No action taken.

Resolution – "Elimination of Municipal Recycling Requirements and Recycling Grant Programs Opposed"

The Committee reviewed the resolution. No action taken.

15. County Administrator's monthly report

Gary Petre went over his report and addressed questions and concerns from the Committee.

16. Tentative Future Agenda Items and Meeting Dates

- Approval of June 29, 2011 Administration & Rules Committee meeting minutes
- Approval of July 12, 2011 County Board meeting minutes
- Discussion and possible action on resolutions, letters or reports from other governmental agencies
- Discussion and possible action on Health Department Twitter account
- County Administrator's monthly report
- Discussion and possible action on Strategic Plan Survey of local elected officials and employees
- Status report on Jefferson County Reapportionment (County Board Supervisor Redistricting) Tentative Plan
- Discussion and possible action on Vehicle Usage Policy

Next meeting date: July 27, 2011; August 31, 2011

17. Adjourn

Motion made by Supervisor David; Second by Supervisor Babock to adjourn at 9:48 a.m.
(Ayes-All) Motion carried.