

**JEFFERSON COUNTY BOARD  
COMMITTEE MINUTES**

**September 28, 2011  
Administration & Rules Committee  
8:30 a.m.**

**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: Gary Petre – County Administrator; Phil Ristow – Corporation Counsel; Connie Freeberg – Paralegal II Confidential; Tammie Jaeger – Administrative Assistant-Confidential, Supervisor Jan Rouu; Barb Frank – County Clerk; Steve Grabow – Community Development Educator; Staci Hoffman – Register of Deeds; Dave Ehlinger – Finance Director.

**3. Certification of compliance with Open Meeting Law Requirements**

Gary Petre certified compliance with the open meeting law.

**4. Review of Agenda**

No changes

**5. Public Comment**

None

**6. Approval of August 31, 2011 Administration & Rules Committee meeting minutes**

Motion made by Supervisor Babcock; Second by Supervisor Mode to approve the August 31, 2011 Administration & Rules Committee meeting minutes as amended (Ayes-All) Motion carried.

**7. Approval of September 13, 2011 County Board minutes**

Motion made by Supervisor Mode; Second by Supervisor Braughler to approve the September 13, 2011 County Board meeting minutes as corrected. (Ayes-All). Motion carried.

**8. Review Final Report – Governing Assessment Report, 2011 – Strategic Plan Survey Results**

The committee will look over the strategic plan and the final survey results and review it at the next meeting. Steve Grabow will attend the meeting to give a short presentation. No action taken.

**9. Discussion and possible action on department annual reports to the County Board**

Gary Petre informed the committee that the Department Heads didn't feel like there is much value in presenting their annual reports to the County Board. The committee discussed the pros and cons. The group felt that the annual reports and contact with the department heads are valuable. It was suggested that the annual report include accomplishments and what has happened in the department in the past year. The presentations should focus on future departmental goals, issues and future plans. No action taken.

**10. Discussion and possible action on a process for allowing county department heads to speak at the County Board meetings**

Gary Petre informed the committee about concerns that were discussed at the department head meeting. Phil Ristow will draft an amendment to the County Board Rules and the committee will review it at their next meeting. No action taken.

**11. Discussion and possible action on State of Wisconsin – Assembly Bill 173 and the Resolution to oppose legislation AB173 referred to Law Enforcement Emergency Management Committee for recommendation.**

This resolution will be reviewed by the Law Enforcement Emergency Management Committee. Their recommendation will be considered at the next meeting.

**12. Discussion and possible action on Resolution “Disapproving of the non-emergency medical transportation service provided by Logisticare” referred to the Human Services Board for recommendation**

Jim Mode discussed this resolution and how it would affect Jefferson County. Logisticare is attempting to improve upon its service to clients. The County’s Human Services Department will continue to monitor Logisticare’s performance and report any problems to the Human Services Board. No action taken.

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

Resolution – “To support H.R. 1489 of the United States Congress: The return to Prudent Banking Act”

The committee reviewed and discussed the resolution. This resolution will be referred to the Intercounty Coordinating Committee (ICC) for review.

Resolution – “Intergovernmental Relations Committee urging the State Legislature and the Governor to enact legislation to permit governments more use of internet websites for mandated publication of notices, advertisements, and records of governmental proceedings.

The committee reviewed and discussed this resolution. No action taken.

**14. County Administrator’s monthly report**

Gary Petre reviewed his monthly report and addressed questions from the Committee.

**15. WCA Convention Update**

The committee members shared information on presentations and events that they attended at the WCA convention.

**16. Update on results of Finance Committee Budget Hearings**

Gary Petre gave the committee an update on the Finance Committee Budget Hearings and will provide a list of changes to all of the County Board Members.

**17. Tentative Future Agenda Items and Meeting Dates**

- Approval of September 28, 2011 Administration & Rules Committee meeting minutes
- Approval of October 11, 2011 County Board meeting minutes
- Discussion and possible action on resolutions, letters or reports from other governmental agencies
- County Administrator’s monthly report
- Review Final Strategic Plan Report, Governing Assessment Report and discuss Implementation of Strategic Plan Survey Results
- Discussion and possible action Board Rule amendment regarding Discussion and possible action on a process for allowing county department heads to speak at the County Board meetings

Next meeting dates: October 26, 2011; November 30, 2011

**18. Adjourn**

Motion made by Supervisor Mode; Second by Supervisor David to adjourn at 11:00 a.m. (Ayes-All) Motion carried.