



Winnebago County

The Wave of the Future

**PERSONNEL & FINANCE COMMITTEE MEETING MINUTES
THURSDAY, MAY 9, 2024**

A. Call to Order

Chair Morris Cox called the meeting to order at 9:12 AM.

Members Present: 5 - Morris Cox, Donald Nussbaum, Koby Schellenger, Steven Binder and Stefanie Holt

Also Present at the Meeting:

via TEAMS

*Cassie Smith-Gregor, Deputy County Clerk
Mark Habeck, Human Resources Director
Paul Kaiser, Finance Director
Mary Anne Mueller, Corporation Counsel
Victoria Kinderman, Corporation Counsel
Sheriff John Matz
Dave Mack, Sheriff's Office
Lara Vendola-Messer, Sheriff's Office
Judge Bryan Keberlein, Branch III
Judge John Jorgensen, Branch V
Eric Sparr, District Attorney
Adam Breest, Director of Parks & Expo Center
Amber Hoppa, County Treasurer
Patty Francour, Information Technology Director
Jennifer Ruetten, Information Technology Department
Mike Breuer, Information Technology Department
Tara Berry, Clerk of Courts
Sara Henke, Register in Probate*

*Jim Schell, Airport Director
Todd Christopherson, Sheriff's Office
Melissa Snyder, Clerk of Courts Department*

B. Public Comments

Time will be allowed for persons present to express their opinion on any resolution or ordinance that appears on the agenda, as well as, any matter over which this body has jurisdiction. The Committee Chairperson shall limit all public comments to two (2) minutes.

Judge Bryan Keberlein and Judge John Jorgensen spoke in support of the reclassification request for the Judicial Associate - Lead position.

Sheriff John Matz and Patty Francour, Information Technology (IT) Director, spoke in support of the reclassification request for the Public Safety Applications Administrator (new title suggested Public Safety Technology Administrator) position.

Eric Sparr, District Attorney, spoke in support of the reclassification request for the Investigator position.

C. Adopt Agenda

Motion by Supervisor Nussbaum, seconded by Supervisor Binder, to adopt the agenda. CARRIED 5-0.

D. Approval of Minutes

1. Approval of April 4, 2024, Meeting Minutes
Motion by Schellenger, seconded by Binder, to approve the April 4, 2024, meeting minutes. CARRIED 3-0. (Abstain: Schellenger and Holt)

E. Business Items

Action may be taken on any business items.

1. Finance Report to begin 2024 P & F Committee Session -- General Fund, Spirit Fund, and Investment Fund
Director Kaiser was asked to go over three different funds.

The General Fund includes the unassigned general fund, dog license, jail improvement, public health, property lister, scholarship, boat launch, land records and IDB funds. Currently, the technology department fund is in there but may look at possibly moving this over to an internal service fund. Mr. Kaiser stated he was hopeful that by the next meeting, the audit will be complete and will have the 2023 numbers finalized. Mr. Kaiser would then be able to go into a little more detail where the county was sitting at the end of 2023. The Neighborhood Improvement Fund was from the state that had five different recipients: Day-by-Day Warming Shelter, Solutions Recovery, Covey, Oshkosh Kids, and Habitat for Humanity. Habitat for Humanity and Covey are the only ones who still have disbursements that they have not spent their money yet. The Enterprise funds are proprietary funds, which include Airport, Solid Waste, Park View Health Center, and Highway. These enterprise funds are supposed to be self-sustaining but the majority of them are not. Solid Waste is the only one that is currently self-sustaining, the rest of them require support. Winnebago County for the most part is self-insured across the board on most everything. These internal service funds are basically set up to charge other departments for the services, and they pay them back. Winnebago County also has stop loss GAP Insurance for our workers compensation and our dental and health insurance. Mr. Kaiser believes the workers compensation is 1 million and dental and health is like \$300,000-\$350,000 so at that point the insurance kicks in, otherwise everything else is self-funded. These funds are just a few of the 34-35 different funds in the general fund that Winnebago County does manage.

The Spirit Fund was split up into two categories; County Government Projects and Government Identified County Projects. Mr. Kaiser provided a handout showing what has been approved, appropriated and spent in both categories. Mr. Kaiser mentioned there is approximately 2.5 million in interest that the commission still needs to decide on how the interest money will be used.

The Investment Portfolio/Fund has about 190 million in it of which 53 million is cash and money markets. Director Kaiser provided a handout showing the amount of interest that had been earned in prior investments, split of certificate of deposits, and corporate bonds. He is done investing for a while because he wants to be sure we have proper cash flow going forward.

2. Authorize the acceptance of an additional \$60,559 Comprehensive Opioid Stimulant and Substance Use Program (COSSUP) Grant for the Sheriff's Office Medication Assisted Treatment (MAT) Pod that houses the Sobriety Treatment Assisted Recovery (STAR) Program.
Motion by Nussbaum, seconded by Holt, to approve resolution "Authorize the acceptance of an additional \$60,559 Comprehensive Opioid Stimulant and Substance Use Program (COSSUP) Grant for the Sheriff's Office Medication Assisted Treatment (MAT) Pod that houses the Sobriety Treatment Assisted Recovery (STAR) Program". CARRIED 5-0.

3. Resolution: Reauthorizing the Winnebago County Self-Funded Workers' Compensation Insurance Program
Motion by Binder, seconded by Schellenger, to approve resolution "Reauthorizing the Winnebago County Self-Funded Workers' Compensation Insurance Program". CARRIED 5-0.
4. Resolution: Authorize the Parks Department to Apply for a Wisconsin Department of Natural Resources Snowmobile Grant for the 2024-2025 Season.
Motion by Binder, seconded by Holt, to approve resolution "Authorize the Parks Department to Apply for a Wisconsin Department of Natural Resources Snowmobile Grant for the 2024-2025 Season". CARRIED 5-0
5. Resolution: Approve Values on In-Rem (Tax Deeded) Properties
Motion by Holt, seconded by Schellenger, to approve resolution "Approve Values on In-Rem (Tax Deeded) Properties". CARRIED 5-0.
6. Approve 2024 Position Reclassification Requests
Motion by Holt, seconded by Schellenger, to bring discussion to the floor.

Motion by Schellenger, seconded by Binder, to table agenda item no. 6, "Approve 2024 Position Reclassification Requests" until the June 6, 2024, scheduled meeting. CARRIED 3-2. (Nayes: Nussbaum and Holt)
7. \$5,000 of Contingency Fund use for the East Wisconsin Counties Railroad Consortium
Motion by Nussbaum, seconded by Schellenger, to approve \$5,000 of Contingency Fund use for the East Wisconsin Counties Railroad Consortium. CARRIED 5-0.
8. Notice of Claim - Peter J. Long for violating his civil rights by unlawfully entering his home without a warrant or consent.

Motion by Nussbaum, seconded by Binder, to approve the denial of the "Notice of Claim - Peter J. Long for violating his civil rights by unlawfully entering his home without a warrant or consent". CARRIED 5-0.
9. Commendations of Retired County Employees
Motion by Holt, seconded by Nussbaum, to approve the "Commendations of Retired County Employees" listed below. CARRIED 5-0.
 - Resolution: Commendation for Kevin Farr
 - Resolution: Commendation for David Kasper
 - Resolution: Commendation for David Levine
 - Resolution: Commendation Linda Moskal

F. Next Meeting Date - June 6, 2024 at 9:00 a.m.

The next meeting will be Thursday, June 6, 2024, at 9:00 a.m. at the David W. Albrecht Administration Building in the Susan T. Ertmer Conference Room (Room 120).

G. Adjourn

Motion by Nussbaum, seconded by Schellenger, to adjourn at 11:24 a.m. CARRIED 5-0.

Submitted by:

Cassie Smith-Gregor

Winnebago County Deputy Clerk