

ROCK COUNTY, WISCONSIN



COUNTY BOARD STAFF COMMITTEE TUESDAY – JANUARY 8, 2019 – 4:00 P.M. CONFERENCE ROOM N-1 – FIFTH FLOOR ROCK COUNTY COURTHOUSE-EAST

Agenda

1. Call to Order
2. Approval of Agenda
3. Citizen Participation, Communications and Announcements
4. Approval of Minutes – December 11, 2018
5. Transfers
6. Review of Payments
7. Resolutions
 - A. Recognizing Sheriff Robert D. Spoden
 - B. Recognizing Linda Pakes
 - C. Providing One-Time Funding to the YWCA CARE House for Forensic Interviewing Software and Equipment and Amending the 2019 Budget
 - D. Confirmation of Appointment of Airport Director
 - E. Re-Authorizing Evidence-Based Decision Making (EBDM) Committee
 - F. Amending the 2019 Land Conservation Department Budget to Increase the Clerk Typist III Position from 0.75 to 1.0 FTE
 - G. Amending Board Rules to Establish Staggered Terms of the Southern Wisconsin Regional Airport Board
8. Committee Action and Updates
 - A. Semi-Annual Report of Training Costs Exceeding \$1,000 per Employee per Event
 - 1) Human Resources
 - 2) County Administrator
 - 3) Corporation Counsel
 - B. Approval of WCA Dues for 2018 and 2019
 - C. Update on Town of Beloit Incorporation
9. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2018

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Inv/Enc Amt</u>
01-1320-0000-63100	OFC SUPP & EXP	P1801846	12/13/2018	US BANK	52.79
COUNTY ADMINISTRATOR PROG TOTAL					52.79

I have reviewed the preceding payments in the total amount of **\$52.79**

Date: _____ Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
06-1620-0000-62119	OTHER SERVICES				
		P1802725	12/06/2018	HEIBER,GARY L	3,087.50
06-1620-0000-63100	OFC SUPP & EXP				
		P1800114	12/06/2018	STAPLES BUSINESS ADVANTAGE	137.59
		P1802612	12/13/2018	HENRICKSEN	336.24
		P1802780	12/06/2018	WISCONSIN DEPARTMENT OF FINANC	50.00
06-1620-0000-67160	CA \$500-\$4,999				
		P1802548	12/06/2018	HENRICKSEN	1,531.32
CORPORATION COUNSEL PROG TOTAL					5,142.65

I have reviewed the preceding payments in the total amount of **\$5,142.65**

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
08-1420-0000-61920	PHYSICALS		12/06/2018	ILLINOIS STATE POLICE	48.00
08-1420-0000-63100	OFC SUPP & EXP	P1800118	12/06/2018	OFFICE PRO INC	236.00
		P1802758	12/06/2018	AMC3 IDENTITY SOLUTIONS LLC	220.00
		P1802767	12/27/2018	HUMAN RESOURCES PETTY CASH	15.00
08-1420-0000-64200	TRAINING EXP	P1802763	12/06/2018	BLACKHAWK TECHNICAL COLLEGE	965.00
		HUMAN RESOURCES PROG TOTAL			

I have reviewed the preceding payments in the total amount of **\$1,484.00**

Date:

Dept Head _____

Committee Chair _____

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Chief Deputy Barbara J. Tillman
INITIATED BY



Chief Deputy Barbara J. Tillman
DRAFTED BY

Public Safety & Justice
SUBMITTED BY

December 31, 2018
DATE DRAFTED

RECOGNIZING SHERIFF ROBERT D. SPODEN

1 **WHEREAS**, Robert D. Spoden began his employment with Rock County on January 3, 1988 as a
2 Correctional Officer in the Rock County Sheriff's Office, was hired as a Deputy Sheriff on October 9,
3 1989, was promoted Sergeant on March 3, 1995, then promoted to Lieutenant on April 24, 2000, and
4 promoted to Chief Deputy in April of 2004; and,
5

6 **WHEREAS**, Robert D. Spoden was elected Sheriff and began his first term on January 2, 2007, and has
7 served continually through 2018; and,
8

9 **WHEREAS**, throughout his tenure with the Sheriff's Office, Sheriff Spoden has served in many
10 capacities including: the first DARE Officer, Training Bureau Sergeant, Community Corrections Bureau
11 Lieutenant, Hostage Negotiation Team Leader, Law Enforcement Instructor at Blackhawk Technical
12 College and Community Policing Instructor at Madison Area Technical College; and,
13

14 **WHEREAS**, Sheriff Spoden has received numerous commendations and letters of appreciation
15 including the Lentz Homicide case, the Kayden Powell baby kidnapping, the Beloit Stop the Violence
16 Initiative, and the Joseph Jakubowski incident; and,
17

18 **WHEREAS**, Sheriff Spoden will retire from public service on December 31, 2018.
19

20 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
21 assembled this _____ day of _____, 2019, does hereby recognize Sheriff Robert D. Spoden
22 for his 31 years of faithful service and recommends that a sincere expression of appreciation be given to
23 Sheriff Robert D. Spoden along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Beaver, Chair

J. Russell Podzilni, Chair

Phillip Owens, Vice Chair

Mary Mawhinney, Vice Chair

Terry Fell

Richard Bostwick

Kara Hawes

Henry Brill

Brian Knudson

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Committee
INITIATED BY



Thomas Sweeney
DRAFTED BY
December 19, 2018
DATE DRAFTED

Land Conservation Committee
SUBMITTED BY

RECOGNIZING LINDA PAKES

- 1 **WHEREAS**, Linda Pakes has served the citizens of Rock County for the past 23 years as a dedicated and
2 valued employee; and,
3
4 **WHEREAS**, Linda began employment with Rock County on January 18, 1996 as a Clerk Typist with the
5 Rock County Mediation and Family Court Services Department; and,
6
7 **WHEREAS**, on May 11, 1998 Linda transferred from Rock County Mediation and Family Court
8 Services Department to the Rock County Farm to commence work as a Farm Worker; and,
9
10 **WHEREAS**, on September 10, 2000, Linda transferred from the County Farm to Human Services
11 Department to commence work as a Data Processing Operator; and,
12
13 **WHEREAS**, on January 28, 2003, Linda transferred from the Human Services Department to the
14 Register of Deeds to commence work as a Duplicating Equipment Operator; and,
15
16 **WHEREAS**, on February 20, 2006, Linda made her final transfer and accepted the Clerk Typist III
17 position within the Land Conservation Department. Linda has been a great asset to the Land
18 Conservation Department from greeting customers with her wonderful smile, to assisting staff members
19 with a variety of program requirements, maintaining various program databases, to keeping the financials
20 records for the department up to date, and from time to time reminding her supervisor of pending
21 deadlines. After thirteen great years in the Land Conservation Department, Linda has decided to retire,
22 which of course is well deserved; and,
23
24 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
25 recognize Linda Pakes for her long and faithful service.
26
27 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
28 this _____ day of _____, 2019 does hereby recognize Linda Pakes for her many years of
29 dedicated service and extends their best wishes to her in her retirement.

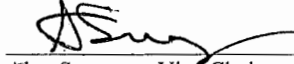
RECOGNIZING LINDA PAKES

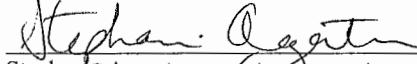
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Respectfully submitted,


LAND CONSERVATION COMMITTEE


Richard Bostwick, Chair


Alan Sweeney, Vice Chair


Stephanie Aegerter


Wes Davis


Brenton Driscoll

Robert Potter


James Quade, USDA-FSA Representative


Jeremy Zajac

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Supervisor Podzilni and
Supervisor Mawhinney
INITIATED BY



Josh Smith
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

December 31, 2018
DATE DRAFTED

**PROVIDING ONE-TIME FUNDING TO THE YWCA CARE HOUSE FOR FORENSIC
INTERVIEWING SOFTWARE AND EQUIPMENT AND AMENDING THE 2019 BUDGET**

1 **WHEREAS**, the YWCA CARE House is a child advocacy center that supports victims of child abuse
2 and their families; and,
3

4 **WHEREAS**, the primary method by which the CARE House is able to limit further trauma to victims is
5 by recording testimony that can be used in court so that victims only have to provide testimony one time;
6 and,
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8 **WHEREAS**, the current forensic software used by the CARE House is no longer being supported
9 updated by the vendor, creating risk that testimony will not be accurately recorded and maintained; and,
10

11 **WHEREAS**, without functional software there is an increased risk that victims will be re-traumatized by
12 having to relive their experiences multiple times; and,
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14 **WHEREAS**, many Rock County departments, such as the Human Services Department, the District
15 Attorney's Office, and the Sheriff's Office, partner with the CARE House and participate in these forensic
16 interviews; and,
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18 **WHEREAS**, in the 2019 budget Rock County will provide \$10,000 to support operational costs of the
19 CARE House; and,
20

21 **WHEREAS**, it is in the best interest of Rock County, its partner law enforcement agencies, the Circuit
22 Court system, and the victims of child abuse that the forensic interviewing software and equipment be
23 updated to ensure it will work when needed to limit re-traumatization of children and hold offenders
24 accountable for their actions.
25

26 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
27 this ____ day of _____, 2019, approve a one-time payment of \$20,000 to the YWCA for
28 CARE House forensic interviewing software and equipment and amends the 2019 budget as follows:
29

<u>A/C DESCRIPTION</u>	<u>BUDGET AT 01/01/2019</u>	<u>INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds:</u>			
19-1922-0000-64904 Contingency Fund	\$80,000	(\$20,000)	\$60,000
<u>Use of Funds:</u>			
19-1960-0000-69516 YWCA CARE House	\$10,000	\$20,000	\$30,000

PROVIDING ONE-TIME FUNDING TO THE YWCA CARE HOUSE FOR FORENSIC INTERVIEWING SOFTWARE AND EQUIPMENT AND AMENDING THE 2019 BUDGET

Page 2

Respectfully submitted:

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

FINANCE COMMITTEE ENDORSEMENT

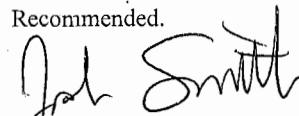
Reviewed and approved on a vote of

Mary Mawhinney, Chair

Date

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

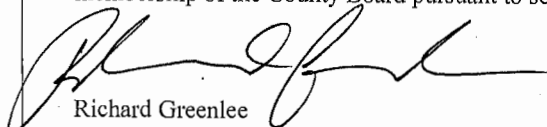
FISCAL NOTE:

This resolution authorizes a \$20,000 transfer from the Contingency Fund for the one time funding for forensic interviewing software for the YWCA CARE House.


Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2019 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.


Richard Greenlee
Corporation Counsel

EXECUTIVE SUMMARY

The YWCA CARE House is a child advocacy center that works with victims of child abuse and their families to record children's testimony in a safe, child-friendly environment. This recorded testimony can then be used in court without having to re-traumatize the child victim. Rock County has been a partner with the CARE House since its inception in 1993 and currently provides \$10,000 annually to help support operational costs. The success of the CARE House is important in that it increases the likelihood that offenders will be held accountable while limiting trauma for children.

The vendor that supplies the forensic software used to record these interviews has informed the YWCA that it will no longer support and provide upgrades to the current version. The YWCA is requesting one-time funding from the County to update this software and related equipment so as to ensure it continues to operate in a safe and secure manner without interruptions that could result in the re-traumatization of children.

The cost to replace this software and equipment is \$18,995, plus installation costs that bring the total request to \$20,000.

A more specific description of the request and partnering agencies is attached.

December 7, 2018



Dear Josh Smith,

Thank you for your support in funding for the YWCA CARE House, Wisconsin's first and Rock County's only child advocacy center, in the 2019 Rock County Budget. Today, we are asking for a one time request for funding to update the CARE House forensic interviewing software and equipment.

A. Amount Requested

The YWCA Rock County is requesting one time funding in the amount of \$20,000 to cover the critical upgrade of the CARE House forensic interviewing software and equipment. The CARE House is proud to be recognized with national accreditation from the National Children's Alliance and has distinction of being the first child advocacy center opened in the State of Wisconsin. In 1993, Rock County leaders, community members, and service providers had the foresight to realize the importance of creating the CARE House, and our success in this County has blazed the trail for thirteen similar centers to open across the State.

B. Proposed Use of Funds

At the CARE House, we support victims of child abuse and their families with a safe, child-friendly, trauma informed, multi-disciplinary team approach to all child abuse investigations and witnesses to a crime throughout Rock County. Children are welcomed to a comforting and safe place to give their recorded testimony one time to a trained forensic interviewer while an investigative team made up of a detective, a Child Protective Services (CPS) caseworker, an Assistant District Attorney, a Family Advocate, an advocate from Victim Witness, and often a specially trained Sexual Assault Nurse watch. This prevents the child from being re-traumatized by having to tell their painful stories more than once, and this recording can usually serve in place of a child having to testify in court in front of an abuser. These interviews are crucial to help law enforcement officers and the District Attorney seek justice in the courts by convicting the abusers. This multidisciplinary team depends on the CARE House to document and record the forensic interviews for their use in court.

Currently, the software in use for the forensic interviewing is no longer being supported or updated by the software management provider. A critical software upgrade is imperative to the safety and trust of our young victims. Without safe and secure forensic interviewing software and equipment, we cannot guarantee that future interviews will be admissible in court, causing re-traumatization of the child. This hardship is something we have strived to protect Rock County children from since the opening of CARE House in 1993.

CARE House staff have had the opportunity to research software needed to provide verifiable digitally recorded video/audio interviews that will hold up as forensic evidence for law enforcement agencies and be court admissible for the District Attorney's Office. We even invited Assistant DA's to be a part of demos of said software so that we had input from a legal perspective as well as members of the Multidisciplinary Team. The chosen company is CaseCracker with a price tag of \$18,995.00, plus the cost of our tech support team to install the equipment, which totals \$20,000.

C. Number and Type of Clients Served:

In 2017, the CARE House conducted **163 forensic interviews of children ages 3 to 17 years old.**

- 108 children (66%) were victims of alleged sexual abuse
- 83 children were ages 3 to 12 years.
- 114 girls were interviewed and 49 boys were interviewed.

In 2017, the CARE House teamed with law enforcement agencies for interviews numbering: Janesville 58, Beloit 61, Town of Beloit 2, Milton 10, Edgerton 8, and Rock County Sheriff's Office 6. The CARE House also provided courtesy interviews for investigations involving crimes committed against Rock County children outside of our jurisdiction, some involving the Wisconsin Department of Justice and the FBI.

As of November 30th 2018, the CARE House has conducted 169 forensic interviews of children ages 3 to 17 years old.

- * 94 children (56%) were victims of alleged sexual abuse
- * 79 children were 12 years old or younger
- * 119 girls and 50 boys have been interviewed

With emerging needs such as interviewing children who are sex trafficked or from drug endangered homes, we only see the numbers of forensic interviews increasing in Rock County.

Attached, please find letters from Sheriff Spoden and the Janesville Police Chief, supporting the funding for the CARE House. A list of the members of the Multi-Disciplinary Team is also attached.

Thank you for considering this crucial one time request toward funding the forensic interviewing software and equipment. We appreciate all that you do to keep the safety of children in Rock County a priority.

Sincerely,

Angela Moore
Executive Director

The YWCA Rock County CARE House Multi-Disciplinary Team:

Rock County District Attorney

Rock County Victim Witness

Rock County Human Services

Rock County Sheriff

Beloit Police Department

Clinton Police Department

Edgerton Police Department

Evansville Police Department

Janesville Police Department

Milton Police Department

Orfordville Police Department

Town of Beloit Police Department

Janesville Mercy Health Hospital

Beloit Memorial Hospital

Department of Corrections, Probation and Parole

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Amy Spoden, Asst. Human Resource Dir.
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

January 2, 2019
DATE DRAFTED

**CONFIRMATION OF APPOINTMENT OF
AIRPORT DIRECTOR**

- 1 **WHEREAS**, the former Airport Director retired on November 4, 2017; and,
- 2
- 3 **WHEREAS**, the County has conducted a recruitment effort to fill the job of Airport Director; and,
- 4
- 5 **WHEREAS**, the candidates were screened with the most qualified being interviewed; and,
- 6
- 7 **WHEREAS**, the County Administrator has appointed Greg Cullen, who has been recommended by the
- 8 County Board Staff Committee; and,
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled
- 11 this _____ day of _____, 2019, confirms the appointment of Greg Cullen, as Airport Director
- 12 in accordance with the attached conditions of employment.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

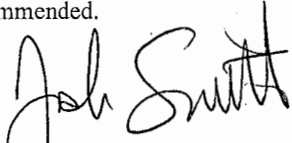
Bob Yeomans

CONFIRMATION OF APPOINTMENT OF AIRPORT DIRECTOR

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ADMINISTRATIVE NOTE:

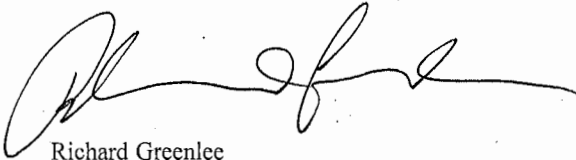
Recommended.



Josh Smith
County Administrator

LEGAL NOTE:

County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.



Richard Greenlee
Corporation Counsel

FISCAL NOTE:

Funds were included in the 2019 budget for the Airport Director position.



Sherry Oja
Finance Director

1 COUNTY OF ROCK, WISCONSIN

2
3 Employment Services Agreement

4
5 THIS AGREEMENT, made and entered into by and between the County of Rock (hereinafter
6 referred to as "EMPLOYER") and Greg Cullen (hereinafter, "EMPLOYEE"),

7
8 WITNESSETH:

9
10 WHEREAS EMPLOYER whose address is c/o County Administrator, 51 South Main Street,
11 Janesville, WI 53545, desires to obtain the services of Greg Cullen to serve as Airport Director,

12
13 WHEREAS EMPLOYEE, whose current address is 7621 Conifer Ct, Deforest, WI, 53532 is able
14 and willing to serve as Airport Director;

15
16 NOW, THEREFORE, in consideration of the promises and the mutual covenants of the parties
17 hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself,
18 EMPLOYER and EMPLOYEE do agree as follows:

19
20 1. CONDITIONS OF EMPLOYMENT; GENERAL PROVISIONS. Employment of EMPLOYEE
21 is subject to the general supervision and shall be conducted pursuant to the orders, advice and
22 direction of the County Administrator and be governed by the terms and conditions of Chapter 18 of
23 the Rock County Ordinance, except as to the terms and conditions that are herein modified.
24 Employment is further subject to EMPLOYEE's compliance with and implementation of policies
25 established from time to time by EMPLOYER in the exercise of its lawful authority. EMPLOYEE
26 shall perform such other duties as are customarily performed by one holding the same or similar
27 positions in other governmental organizations or businesses which provide similar services.
28 EMPLOYER reserves to the County Administrator the right to require EMPLOYEE to render such
29 other and unrelated services and duties as may be assigned from time to time by the County
30 Administrator.

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32 2. DUTIES OF EMPLOYEE; GENERAL PROVISIONS. EMPLOYEE agrees to perform
33 lawfully, faithfully, industriously; competently, dutifully and to the best of EMPLOYEE's ability, all of
34 the duties that may be required of EMPLOYEE pursuant to the express or implied terms of this
35 agreement, to the level of satisfaction that the County Administrator may reasonably require.

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37 3. DUTIES OF EMPLOYEE; JOB DESCRIPTION. The duties of EMPLOYEE shall include but
38 not be limited to those expressly stated or implied in the job description for the position, as may be
39 revised from time to time by EMPLOYER as circumstances change, and as set forth in applicable
40 state statutes. This paragraph is further subject to the right of assignment reserved to the County
41 Administrator, as set forth in paragraph 1 hereof.

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43 4. DUTIES OF EMPLOYEE; OFFICIAL ACTS OF COUNTY BOARD. The duties of
44 EMPLOYEE shall also include but not be limited to those expressly stated or implied in the
45 ordinances, resolutions or motions of EMPLOYER's county board or any of its committees acting
46 within the scope of their lawful authority.

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48 5. DUTIES OF EMPLOYEE; DIRECTIVES OF COUNTY ADMINISTRATOR. The duties of
49 EMPLOYEE shall also include but not be limited to those expressly stated or implied in orders,
50 directives, or rules of the County Administrator.

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52 6. TERM OF AGREEMENT. The term of this agreement shall be a period of 1 year,
53 commencing at 8:00 a.m., Tuesday, January 1, 2019, and expiring as of Midnight, December 31,
54 2019, unless earlier terminated under other provisions of this agreement or by operation of law.

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7. NONRENEWAL OF AGREEMENT. At its expiration this agreement shall not be considered renewed unless extended in writing by mutual agreement of the parties. If it is the County Administrator's intention not to renew this agreement, the County Administrator will attempt to give EMPLOYEE three (3) months advance written notice of the intent not to renew this agreement, provided, however, that failure to give such notice shall create no obligation on EMPLOYER to continue EMPLOYEE's employment beyond the expiration date of this agreement. The County Administrator may extend EMPLOYEE's employment on a month-to-month basis for a period not to exceed 3 months, pending renewal of this agreement.

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8. EMPLOYEE'S RESPONSIBILITIES; ETHICAL CONSIDERATIONS. EMPLOYEE shall at all times observe and comply with all ethical obligations imposed or required by constitution, statute, ordinance or other provision of law and shall at all times conduct EMPLOYEE's personal affairs in such a manner as to avoid a conflict of interest or appearance of conflict and in accordance with the duties and responsibilities of public officials. During normal work hours EMPLOYEE shall at all times devote all of EMPLOYEE's time, attention, knowledge and skills solely to the interests of the EMPLOYER, and EMPLOYEE shall never use EMPLOYEE's position or confidential information gained in such work position for EMPLOYEE's personal gain, either directly or indirectly.

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9. EMPLOYEE'S RESPONSIBILITIES; CONFIDENTIAL INFORMATION. EMPLOYEE shall not at any time or in any manner, either during the term of this agreement or thereafter, either directly or indirectly divulge, disclose or communicate to any person any confidential information gained in the performance of EMPLOYEE's duties except as otherwise required or compelled by law.

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10. EMPLOYEE'S RESPONSIBILITIES; EXCLUSIVE EMPLOYMENT. EMPLOYEE agrees to remain in the exclusive employ of EMPLOYER throughout the term of this agreement. The term "exclusive employ" shall not be construed to prohibit occasional teaching, writing or consulting which is performed on EMPLOYEE's time off and which does not affect EMPLOYEE's job performance, subject to prior approval of the County Administrator.

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11. HOURS OF WORK. The usual and customary hours of business of EMPLOYER are from 8:00 a.m. to 5:00 p.m., Monday through Friday, however, as a managerial employee, EMPLOYEE shall have as a condition of employment a job to perform and shall work such hours as are necessary to accomplish the tasks assigned to EMPLOYEE.

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12. EVALUATION AND GOALS. At least annually, the County Administrator or his or her designee shall meet with EMPLOYEE to discuss job performance and to define goals and objectives for both EMPLOYEE and EMPLOYER.

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13. EMPLOYEE'S DUTIES; LIMITED CONTRACTING AUTHORITY. EMPLOYEE shall not have the right to make contracts or commitments for or on behalf of EMPLOYER except as expressly authorized in advance by statute, ordinance, or express written consent of EMPLOYER.

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14. COMPENSATION OF EMPLOYEE; BASE COMPENSATION. EMPLOYER shall pay EMPLOYEE, and EMPLOYEE shall accept from EMPLOYER in payment for EMPLOYEE's services, direct compensation at a rate provided for in the Unilateral Pay Plan for the position occupied by the EMPLOYEE.

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15. COMPENSATION OF EMPLOYEE; COMPENSATION FOR EXPENSES. EMPLOYER shall reimburse EMPLOYEE for all necessary expenses incurred in the service of EMPLOYER, in accordance with Rock County ordinances and regulations on reimbursement of expenses, provided that EMPLOYEE complies with all applicable provisions of law and Rock County ordinances and procedures prior to incurring or claiming reimbursement for such expenses. It is expressly understood that prior approval of the County Administrator is required for attendance at conferences held outside of Wisconsin and that attendance is further subject to the rules, regulations and ordinances applicable to managerial employees employed by the EMPLOYER.

111
112 16. COMPENSATION OF EMPLOYEE; FRINGE BENEFITS. Except as otherwise set forth in
113 this agreement, and in addition to the monetary compensation set forth above EMPLOYEE shall
114 receive fringe benefits as are enumerated from time to time in resolutions and general ordinances of
115 EMPLOYER, on the same terms as these are made available to non-represented managerial and
116 professional employees of EMPLOYER.
117

118 17. VACATION. EMPLOYEE shall receive fifteen (15) days of vacation annually on
119 anniversary date, November 27. Carry-over of unused vacation shall be allowed under such
120 conditions as are contained in the Rock County Personnel Policy.
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122 18. COMPENSATION OF EMPLOYEE; TREATMENT OF DIRECT COMPENSATION FOR
123 TAX PURPOSES. The direct financial compensation paid EMPLOYEE under this Agreement shall
124 be treated as wages for federal and state tax purposes and for purposes of allowing EMPLOYEE to
125 participate in the Wisconsin retirement system. EMPLOYEE recognizes that EMPLOYER will
126 withhold taxes, Social Security and the like from direct compensation. EMPLOYEE shall be allowed
127 to participate in EMPLOYER's deferred compensation program(s) and Section 125 Flexible
128 Spending Account, at EMPLOYEE's option and to the extent permitted by law.
129

130 19. TERMINATION OF AGREEMENT BY EMPLOYEE; NOTICE REQUIRED FOR
131 RESIGNATION. This agreement may be terminated by EMPLOYEE on 30-days' written notice to
132 the County Administrator. Any such notice, once accepted by the County Administrator, may not be
133 withdrawn or rescinded. The fact that the County Administrator has asked EMPLOYEE for
134 EMPLOYEE's resignation shall not invalidate any such resignation once tendered to, and accepted
135 by, the County Administrator. Accrued but unused vacation and holiday time shall be paid out to
136 EMPLOYEE upon resignation, provided sufficient notice as required above is received.
137

138 20. TERMINATION OF AGREEMENT BY EMPLOYER; EMPLOYER'S RIGHT TO
139 TERMINATE AT WILL. This agreement may be terminated, or any obligation of EMPLOYER under
140 this agreement may be suspended, by the County Administrator at any time during its term, in the
141 sole discretion of the County Administrator. EMPLOYEE shall be deemed to be an at-will employee
142 of EMPLOYER who shall have no remedy or recourse in the event of disciplinary action, up to and
143 including discharge.
144

145 21. TERMINATION OF AGREEMENT BY EMPLOYER; DISCIPLINARY ACTION;
146 PROCEDURE FOR DISCIPLINARY ACTION. All disciplinary action shall originate from the County
147 Administrator and be accomplished by the County Administrator.
148

149 22. EMPLOYER TO INDEMNIFY AND DEFEND EMPLOYEE FOR OFFICIAL ACTS.
150 EMPLOYER shall indemnify, defend and hold harmless EMPLOYEE, in accordance with the
151 requirements of s. 895.46, Wis. Stats. EMPLOYER reserves the right to compromise or settle any
152 such litigation in any fashion deemed advantageous to EMPLOYER, regardless of whether
153 EMPLOYEE consents thereto.
154

155 23. CONSTRUCTION OF AGREEMENT; NO ASSIGNMENT. EMPLOYEE shall not assign or
156 transfer any interest or obligation in this Agreement, whether by assignment or novation. It is
157 expressly understood EMPLOYER will not consent to any assignment of EMPLOYEE's duties and
158 obligations.
159

160 24. CONSTRUCTION OF AGREEMENT; SEVERABILITY. All parts of this agreement are
161 severable from all other parts and invalidity of any part shall not operate to invalidate any other part.
162

163 25. CONSTRUCTION OF AGREEMENT; WISCONSIN LAW CONTROLS. It is expressly
164 understood and agreed that in the event of any dispute between the parties, arising under this

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agreement, Wisconsin law shall control to the extent that it is not superseded by any applicable federal law.

26. CONSTRUCTION OF AGREEMENT; ENTIRE AGREEMENT. This Agreement constitutes the entire agreement of the parties and supersedes any and all negotiations of the parties relating to the subject matter hereof. Any prior employment agreement between the parties, together with any extension or renewal of such agreement, is likewise terminated and superseded by this Agreement. All of EMPLOYEE's rights, of any nature whatsoever, arising from, by or under any prior employment agreement between the parties are hereby compromised in their entirety.

IN WITNESS WHEREOF, EMPLOYER and EMPLOYEE have executed this agreement effective as of the day and date by which EMPLOYER's authorized representative and EMPLOYEE have affixed their respective signatures, as indicated below.

FOR EMPLOYER:

Date: _____

Josh Smith, Rock County Administrator

BY EMPLOYEE:

Date: _____

Greg Cullen, Airport Director

WITNESS:

Date: _____

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Evidence-Based Decision Making
Ad Hoc Committee
INITIATED BY



Elizabeth Pohlman McQuillen
DRAFTED BY

County Board Staff Committee &
Public Safety & Justice Committee
SUBMITTED BY

January 2, 2019
DATE DRAFTED

RE-AUTHORIZING EVIDENCE-BASED DECISION MAKING (EBDM) COMMITTEE

- 1 **WHEREAS**, the National Institute of Corrections (NIC) launched the Evidence-Based Decision Making
- 2 (EBDM) Initiative to establish and test the application of evidence-based practices to criminal justice
- 3 decisions; and,
- 4
- 5 **WHEREAS**, in February 2015, Rock County was selected to participate in the EBDM Initiative and in
- 6 March 2015, the County Board created the Evidence-Based Decision Making Initiative Ad Hoc
- 7 Committee to oversee the activities under this Initiative; and,
- 8
- 9 **WHEREAS**, by Resolution, upon cessation of technical assistance provided by NIC under the
- 10 initiative, the Ad Hoc Committee would be dissolved; and,
- 11
- 12 **WHEREAS**, in 2018 Rock County stopped receiving official technical assistance for EBDM from NIC,
- 13 although it continues to work with the State of Wisconsin and the other Wisconsin County EBDM sites in
- 14 implementing the change targets identified through the EBDM process to improve the County's criminal
- 15 justice system; and,
- 16
- 17 **WHEREAS**, the work of Rock County's EBDM committee continues and should be overseen by the
- 18 stakeholders identified throughout the EBDM process; and,
- 19
- 20 **WHEREAS**, in the 2019 Budget, the County Board voted to approve funding for programming
- 21 developed through the EBDM Initiative; and,
- 22
- 23 **WHEREAS**, at its policy team meeting in December 2018, the EBDM Initiative Ad Hoc Committee
- 24 members recommended an ongoing EBDM Committee be established by the County Board to continue
- 25 to oversee work arising out of the EBDM Initiative; and
- 26
- 27 **WHEREAS**, the Committee will continue to report their findings and recommendations to the CJCC and
- 28 the County Board.
- 29
- 30 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 31 this _____ day of _____, 2019 authorizes an Evidence-Based Decision Making (EBDM)
- 32 Committee to work on the aforementioned activities.
- 33
- 34 **BE IT FURTHER RESOLVED**, that the Chair of the Rock County Board of Supervisors be authorized
- 35 to appoint up to 19 individuals to serve on this Committee with consideration to be given to the specific
- 36 stakeholders indicated in the NIC EBDM Application Kit. The Committee will elect a Chair of the
- 37 Committee.

RE-AUTHORIZING EVIDENCE-BASED DECISION MAKING (EBDM) COMMITTEE
Page 2

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

PUBLIC SAFETY & JUSTICE COMMITTEE

Mary Beaver, Chair

Philip Owens, Vice Chair

Terry Fell

Kara Hawes

Brian Knudson

FISCAL NOTE:

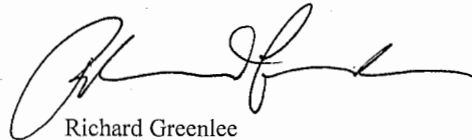
Per County Board Rule IV-C, County Board Supervisors who are members of additional special, single purpose ad hoc committees are eligible for per meeting allowances and mileage reimbursement.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to sections 59.01 and 59.51, Wis. Stats. as well as Rule IV-C of the County Board Rules.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

RE-AUTHORIZING EVIDENCE-BASED DECISION MAKING (EBDM) COMMITTEE

In June 2008, the National Institute of Corrections (NIC) partnered with the Center for Effective Public Policy to build a system-wide framework (arrest through final disposition and discharge) resulting in more collaborative, evidenced-based decision making and practices in local criminal justice systems. In February 2015, Rock County was selected to participate in the EBDM Initiative and in March 2015, the County Board created the Evidence- Based Decision Making Initiative Ad Hoc Committee to oversee the activities under this Initiative. By Resolution, upon cessation of technical assistance provided by NIC under the Initiative, the Ad Hoc Committee would be dissolved and in 2018, Rock County stopped receiving official technical assistance for EBDM from NIC. Despite this, Rock County continues to work with the State of Wisconsin and other Wisconsin county EBDM site in implementing the change targets identified through the EBDM process to improve the County's criminal justice system. The identified change targets are: Behavioral Health Information Sharing, Diversion Program, Enhanced Deferred Prosecution Program, Stakeholder Engagement and Education, Risk Assessment and Pretrial. In the 2019 Budget, the Rock County Board of Supervisors approve funding in the amount of \$481,000 to implement these initiatives.

NIC identified various stakeholders to act as the EBDM Policy Team and it is recommended representatives from these areas continue to oversee the implementation of the EBDM change targets. The following have been identified as key decision makers and stakeholder groups:

- Law Enforcement Officials
- Pretrial Officials
- Victim Advocates,
- Prosecutors
- Defense Attorneys
- Jail Administrators
- Court Administrators
- Judges
- Community Corrections
- City/County Managers/Commissioners
- Community Representatives
- Behavioral Health and Human Service Representatives

If approved, additional action will be required by the County Board to appoint or re-appoint individuals to the EBDM Committee.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Comm.
INITIATED BY



Thomas Sweeney
DRAFTED BY

Land Conservation Comm.
SUBMITTED BY

December 12, 2018
DATE DRAFTED

**AMENDING THE 2019 LAND CONSERVATION DEPARTMENT BUDGET TO
INCREASE THE CLERK TYPIST III POSITION FROM 0.75 FTE TO 1.0 FTE**

- 1 **WHEREAS**, the Land Conservation Department (LCD) has employed a 0.75 FTE Clerk Typist since
 2 1999. Prior to 1999, the clerk typist position was a 1.0 FTE status; and,
 3
 4 **WHEREAS**, with the pending retirement of the current Clerk Typist III, the LCD is requesting that the
 5 position migrate from a 0.75 FTE to a 1.0 FTE; and,
 6
 7 **WHEREAS**, since 1999, the LCD has grown from 3.75 FTE to 5.75 FTE to service additional
 8 programing such as Clean Sweep, Yahara WINS, Wisconsin Land and Water Resource Management
 9 Program, Nutrient Management Program, Conservation Reserve Enhancement Program, the Rock County
 10 PACE Program, and the Groundwater Nitrate project; and,
 11
 12 **WHEREAS**, with the addition of the aforesaid programs, staff completes various duties that are
 13 traditionally completed by an office assistant; i.e.; Clerk Typist III; and,
 14
 15 **WHEREAS**, examples of issues that have been identified include but are not limited to the following, the
 16 need for the LCD to develop Nine Key Element Plans for Rock County's watersheds which are required
 17 to be approved by the Wisconsin Department of Natural Resources to be eligible for Targeted Runoff
 18 Management (TRM) grants, which are used to reduce/abate runoff to the surface and groundwater
 19 systems; and,
 20
 21 **WHEREAS**, to address the current surface and groundwater quality issues that Rock County faces and
 22 the limited amount of available funding to address the issues, the LCD must complete these Nine Key
 23 Element Plans in a timely manner and commence with grant applications to increase available funding for
 24 water quality programming; and,
 25
 26 **WHEREAS**, the additional cost to increase the current position from 0.75 FTE to the proposed 1.0 FTE
 27 is considered marginal from the stand point that additional costs will be directly associated with salary,
 28 since the position is currently eligible for benefits;
 29
 30 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
 31 this ____ day of _____, 2019, approve the increase in the Clerk Typist III position in the
 32 Land Conservation Department from 0.75 FTE to 1.0 FTE amends the Land Conservation Department's
 33 budget as follows:

<u>A/C DESCRIPTION</u>	<u>BUDGET AT 01/01/2019</u>	<u>INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds:</u>			
19-1922-0000-64904 Contingency Fund	\$80,000	(\$5,390)	\$ 74,610
<u>Use of Funds:</u>			
62-6200-0000-61100 Regular Wages	\$345,863	\$ 4,566	\$350,429
62-6200-0000-61400 FICA	\$ 25,928	\$ 349	\$ 26,277
62-6200-0000-61510 Retirement-Employers	\$ 22,199	\$ 299	\$ 22,498
62-6200-0000-6120 Dental Insurance	\$ 438	\$ 428	\$ 866
62-6200-0000-61630 Life Insurance	\$ 229	(\$ 33)	\$ 196

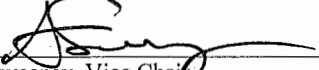
AMENDING THE 2019 LAND CONSERVATION DEPARTMENT BUDGET TO INCREASE THE CLERK TYPIST
III POSITION FROM 0.75 FTE TO 1.0 FTE

Page 2

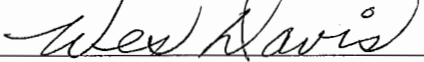
Respectfully submitted:


LAND CONSERVATION COMMITTEE

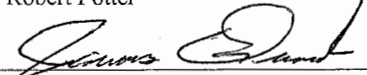

Richard Bostwick, Chair

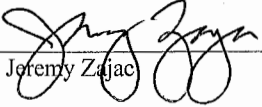

Alan Sweeney, Vice Chair


Stephanie Aegerter


Wes Davis


Brenton Driscoll

Robert Potter

James Quade, USDA-FSA

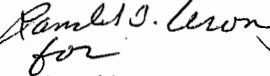

Jeremy Zajac

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair Date

ADMINISTRATIVE NOTE:

Recommended, _____

for
Josh Smith
County Administrator

FISCAL NOTE:

A transfer from the contingency fund is requested to fund the additional FTE.


Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2019 County Budget, this Resolution requires a 2/3
vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a),
Wis. Stats.


Richard Greenlee
Corporation Counsel

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

AMENDING THE 2019 LAND CONSERVATION DEPARTMENT BUDGET TO INCREASE THE CLERK
TYPIST III POSITION FROM 0.75 FTE TO 1.0 FTE

EXECUTIVE SUMMARY

The Land Conservation Department Clerk Typist III has decided to retire after 13 years of service. This position was considered 1 FTE prior to 1999, when an interim County Conservationist downgraded the position to 0.75 FTE. Since 1999, the LCD has added numerous programs and deleted only one. The programs added include; Clean Sweep, Yahara WINS, Wisconsin Land and Water Resource Management Program, Nutrient Management Program, Conservation Reserve Enhancement Program, the Rock County PACE Program, and the Groundwater Nitrate project, and the program that was deleted was the Spring Creek Watershed. Also, since 2000 two staff members were added to administer the additional programs. Since 2018, the need for an increase in FTE status has been warranted, but funding lacked.

If the additional FTE status is granted, the staff will be able to work on projects that have been put on hold due to a lack of available staff time and other short term priorities. The first project will be the development of the needed Nine Key Element Plan which is the gateway to apply for grants for Targeted Runoff Management (TRM) grants. These grants are used to cost share Best Management Practices in the agricultural community to reduce/abate impacts from runoff to the surface and groundwater systems.

Also, the current Land and water Resource Management Plan must be rewritten in 2019. Rock County is scheduled to complete the first draft of this plan in August of 2019 with final approval scheduled for December 2019. This plan outlines the all approaches to be used to combat water quality impacts and sets very specific benchmarks. This plan, once approved is the driving force to the LCD's ability to secure grants from Department of Agriculture Trade and Consumer Protection for staff costs and cost share funding. Also, the plan allows for the LCD to make application to the Department of Natural Resources for specialized funding for water quality work.

This requested amendment to the 2019 Land Conservation Department Budget is in the best interest of the citizens of Rock County.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Supervisor Brent Fox
INITIATED BY



Randy Terronez,
Assistant to the County Administrator,
DRAFTED BY

County Board Staff
Committee
SUBMITTED BY

January 3, 2019
DATE DRAFTED

**Amending Board Rules to Establish
Staggered Terms of the Southern Wisconsin Regional Airport Board**

1 **WHEREAS**, Resolution #18-10A-101 amended the Rock County Board Rules of Procedure to create the
2 Southern Wisconsin Regional Airport (SWRA) Board; and,
3

4 **WHEREAS**, the SWRA Board consists of three County Board of Supervisors and six community
5 members; and,
6

7 **WHEREAS**, the terms of the six community members need to be established.
8

9 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors in session this
10 _____ day of _____, 2019, does hereby amend the Rock County Board Rules of Procedure as
11 follows (new language is underlined; deleted language is shown with a strikethrough):
12

13 Amend RULE V.O. to read as follows:
14

15 O. Airport Board

16 (1) The committee shall be composed of nine members, of which three shall be County
17 Board Supervisors. Six members shall be drawn from the community, and not elected to
18 any county office, or employed by Rock County, and shall have a demonstrated interest or
19 competence in the field of aviation. The terms for the six members shall commence on
20 January 1, 2019, with one third to serve a term of 3 years, one third a term of two years, and
21 one third a term of one year, with subsequent appointments to be a term of three years,
22 except that any person appointed to fill a vacant position shall be appointed for the
23 remainder of the term of the position to which appointed.

19-1A-169

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Alan Sweeney

Mary Mawhinney, Vice Chair

Terry Thomas

Richard Bostwick

Bob Yeomans

Henry Brill

Betty Jo Bussie

Louis Peer

Amending Board Rules to Establish Staggered Terms of the Southern Wisconsin Regional Airport Board
Page 2

FISCAL NOTE:

Standing County Board Committee members are entitled to per meeting allowance and mileage as provided in Rock County Board Rules of Procedure IV-J.



Susan Balog
Assistant Finance Director

LEGAL NOTE:

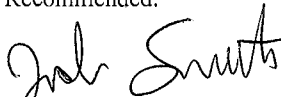
Pursuant to Rule X(C) of the Rock County Board of Supervisors Rules of Procedure, the Rules of Procedure may be amended by a 2/3 vote of all members present.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

EXECUTIVE SUMMARY

At the November 15, 2018 County Board meeting, the Airport Board was created but the term limits for the non-Board of Supervisors was inadvertently missed.

This resolution amends the County Board Rules of Procedure in order to establish the term limits for the six non-Board of Supervisors with an initial staggered basis. Terms thereafter would be for three year terms.

ROCK COUNTY, WISCONSIN



Human Resources Dept.
Rock County Courthouse
51 South Main Street
Janesville, WI 53545
Phone: (608)757-5520
FAX: (608)757-5512

December 14, 2018

To: County Board Staff Committee

From: Annette Mikula, Human Resources Director

Re: Semi-Annual Report of Training Costs Exceeding \$1,000 per Employee per Event

In accordance with Resolution 06-9A-087, adopted September 14, 2006, the Human Resource Department did not have any training costs exceeding \$1,000 per event for the period of July 1, 2018 through December 31, 2018.

Respectfully submitted,

Annette Mikula
Human Resources Director


Cc: Josh Smith



MEMORANDUM

DATE: December 14, 2018

TO: County Board Staff Committee

FROM: Josh Smith, County Administrator 

SUBJECT: Out-of-State Training and Conferences

As required by Resolution #06-9A-087, which requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that the County Administrator's Office did have an employee who attended a conference that exceeded \$1,000 per event, per employee during the second six months of 2018 as follows:

Attendee: Elizabeth Pohlman McQuillen
Justice System Manager

Event: National Association of Pretrial Services Agencies Conference (NAPSA)
Fort Worth, TX

Dates: August 19 – August 22, 2018

Registration	\$ 450.00
Flight	240.40
Travel	197.22
Lodging	489.15
Meals	<u>82.36</u>
Total	\$1,459.13


JS/mb

MEM.OUT-OF-STATE



MEMORANDUM

TO: County Board Staff Committee

FROM: Richard Greenlee 
Corporation Counsel

DATE: December 14, 2018

RE: Out-of-State Training and Conferences

Resolution No. 06-9A-087 requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that no one from my department has attended or will attend any training, conventions and conferences that exceed costs of \$1,000 per event, per employee during the last six months of 2018.

cc: Josh Smith



MEMORANDUM

DATE: December 10, 2018
TO: County Board Staff Committee
FROM: Josh Smith, County Administrator *JS*
SUBJECT: WCA Dues

Each year, the County Board Staff Committee is asked to approve the payment of the WCA dues along with the cross-charge amounts billed to each department. These cross charges are based on the historical percentages WCA used when each department was charged separately.

Therefore, I ask the Staff Committee to approve payment of the WCA dues in total with the following cross-charges:

Human Services Department	\$ 1,180.00
Rock Haven	2,570.00
Public Works Department	2,200.00
County Board Account	<u>\$12,148.00</u>
TOTAL	\$18,098.00

CC: Sherry Oja

JS/mb

MEM.WCADues



MEMORANDUM

DATE: January 8, 2019
TO: County Board Staff Committee
FROM: Josh Smith, County Administrator *JS*
SUBJECT: WCA Dues

Each year, the County Board Staff Committee is asked to approve the payment of the WCA dues along with the cross-charge amounts billed to each department. These cross charges are based on the historical percentages WCA used when each department was charged separately.

Therefore, I ask the Staff Committee to approve payment of the WCA dues in total with the following cross-charges:

Human Services Department	\$ 1,180.00
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Public Works Department	2,200.00
County Board Account	<u>\$12,148.00</u>
TOTAL	\$18,098.00

CC: Sherry Oja

JS/mb

MEM.WCADues