

**PROCEEDINGS OF THE BROWN COUNTY ADMINISTRATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a special meeting of the **Brown County Administration Committee** was held on Thursday, March 10, 2014 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

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**Present:** Chair Steve Fewell, Supervisor Jamir, Supervisor Steffen  
**Excused:** Supervisor Steve Fewell, Supervisor Tim Carpenter  
**Also Present:** Brent Miller, Carolyn Maricque, Juliana Ruenzel, Supervisor Lund, Supervisor Moynihan

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**I. Call to Order.**

The meeting was called to order by Chair Fewell at 5:05 p.m.

**II. Approve/Modify Agenda.**

**Motion made by Supervisor Jamir, seconded by Supervisor Steffen to approve. Vote taken.  
MOTION CARRIED UNANIMOUSLY**

**Comments from the Public.** None.

**1. Ordinance to Amend Section 2.03 of the Brown County Code Entitled "Organization, Policy and Authority of the Brown County Board of Supervisors" and Section 3.14 Entitled "Budget Transfers".**

Finance Director Carolyn Maricque stated that the budget adjustment policy has been reviewed with the ordinance and there was interest in modifying the ordinance to be more in line with the statutes and to make sure that the policies were matching up with practices. During this process it was discovered that Section One should be updated to be more in line with the statutes. A section showing how funds are appropriated was also added. Maricque stated that the ordinance now indicates that they will appropriate for levy funded departments by personnel costs, operation expenses and outlay. For non-levy departments and capital projects the entire expenditure budget as a whole will be looked at. By following this procedure, administration will be able to determine if a budget adjustment needs to come to the Board based upon appropriations. If funds are moved between appropriations up to ten percent, they can be approved by the Administration Committee as that has been designated as the finance committee. Items that do need to go to the full Board will be done in resolution format. If a 2/3 vote is required, there will be a resolution and a class one notice and this will be included with the minutes.

Jamir asked how long the County has been out of compliance. Maricque stated that it was not necessarily that it was non-compliant, but stated there was much more detail in the ordinance than was necessary and many items that may not have needed to go to the Board were brought to the Board.

Steffen asked if this change in ordinance is being done generally to make things run more efficiently with regard to lesser amounts and Maricque responded that that was the main purpose.

**Motion made by Supervisor Jamir, seconded by Supervisor Steffen to approve. Vote taken.  
MOTION CARRIED UNANIMOUSLY**

## 2. **Health benefit consultant discussion and possible action.**

Director of Administration Brent Miller stated that at the last Administration Committee this was referred back. He continued that a draft of a proposed RFP has been prepared and also noted that NWTC and Walworth County have also recently done this. Walworth County has 996 employees and their contract with M3 is for \$54,000. Miller stated he would prefer to stay with M3, however, he understood if the Committee would wish to shop around with regard to these services.

Miller continued that Brown County's health insurance has gone up about 1.4% while other insurance plans have been increasing by 10 – 15% or more. He also noted that Brown County has been paying about \$56,000 to M3 for a \$27 million dollar plan. Further, he is aware that other counties like what Brown County has with regard to the self-insured plan. Miller also noted that M3 has also been providing assistance with regard to Obamacare as well as the idea of the proposed clinic that was discussed at earlier meetings.

Jamir asked if based on the Code this should be going out for RFP and Fewell responded that it should. Miller said that he is not telling the Committee not to go out for RFP but he wanted the Committee to be aware of all the options. Miller said that the current contract with M3 is now operating on a month-to-month basis and has been like this for several years.

Fewell felt that if this does go out for RFP that M3 would likely bid. He felt that by sending it out for RFP some changes that would benefit the County could be made.

Steffen asked if the County would be required to go with the lowest bidder if this was sent out for RFP. He was aware of a 2008 court decision in this regard and he wondered if that would apply in this case. Ruenzel answered that the requirement would be to go with the lowest *qualified* bidder and the County would be able to set what the qualifiers are.

County Executive Troy Streckenbach stated that overall changes are being made to the healthcare system and the County is currently working with the City of Green Bay, Green Bay School District, Brown County and possibly other municipalities over time with regard to putting together a much wider system and M3, who represents a lot of large employers, is helping to guide the County in this process. Streckenbach also stated that some things are being implemented such as the health risk assessments and the Affordable Care Act and M3 has been involved in all of this. Streckenbach felt that when looking at the County's peers, the return on service with the M3 contract is very good. He does feel that perhaps we should go out for RFP, but he questions if the timing is right or should we wait until some of the other things are settled.

Fewell stated that there are processes that need to be followed and he felt that other vendors should be allowed the opportunity to bid for services. He felt that sending this out for RFP would be appropriate.

Streckenbach noted that when Walworth County RFP'd for a health benefit consultant M3 was the winning bidder and Streckenbach wondered if Brown County wanted to go through the same due diligence that Walworth County did to end up with the same product. He noted that there was an administrative cost in going through this process. Streckenbach also noted that Brown County may be allowed to piggy back on other counties' RFPs. He also pointed out that going out for RFP may slow down the process of going through some of the major changes in the overall health system in Brown County.

Jamir had questions with regard to piggy backing on other RFPs. Ruenzel explained that there would not be any obligation under State law to do an RFP for a contract; however Brown County has its own policy on this. Jamir asked what the time frame would be to go through the RFP process. Miller responded that the RFP would have to be approved by committee as well as the full County Board.

Streckenbach stated that since 2009 when Brown County started its journey with regard to changing the scale and scope of its health plan, very positive changes have been made both from a tax standpoint and the fact that the employees are still receiving a very good benefit with manageable costs to the County. Streckenbach questioned if sending out an RFP would be to try to get better services or a lower rate. He did not know if a better consultant is out there. If the purpose was to save money on the contract, he did not know if that was realistic either. He stated that the services from M3 have guided the County in the right direction. Fewell pointed out that there was always the possibility that another company could have done it as well, or possibly better. He felt that the RFP process is a County policy which was created to be fair to people who wish to do the County's business.

Jamir questioned if the County's RFP policy should be updated. Streckenbach stated that the current policy contains a provision that the County Board can waive the requirement to RFP.

Steffen asked if we go ahead with the RFP and list the qualifications required and M3 happens not to be the lowest bidder, even though they meet all of the qualifications, if the County could still choose to go with M3? It was noted that this is not a bid, but a request for proposal. Streckenbach stated that first price should be considered but qualifications have to be considered as well.

Supervisor Lund felt there were several options with regard to this matter. This could be put off for another six months if M3 is in the middle of working on specific projects for the County. Another option would be to piggy back off of Walworth County's RFP or the third option would be for Brown County to do its own RFP. He felt it would be foolish to RFP if the County wanted M3 the whole time. He felt that in order to be fair to all vendors this should be sent out for RFP.

Fewell stated that he was interested in a fair process and he noted that this was done in the past with bonding services. He felt that until you RFP it is not really known what you are getting and that is the reason to RFP. He felt that the RFP provides the appropriate balances.

Streckenbach felt that the advice and services that Brown County is receiving from in M3 are driving the County in the right direction. Fewell responded that the argument on the other side of that is that there are companies that do this business that possibly could do the business for a like amount or a better amount and do it just as well. It was Fewell's opinion that to be fair to the vendors and the process, this should have been RFP'd when the contract expired. Fewell stated a new contract could also be drafted for signature and Streckenbach responded that that would be his recommendation at this time.

Steffen understood the position of continuing on with M3 the way it is. He stated that if this was his company he would continue on as things currently are because things are going well for a good price. However, being that this is County business he felt that transparency was important and this should go through the RFP process.

Jamir stated that as a member of the County Board he has two roles. First is financial responsibility to the taxpayers of Brown County and second, he legislates. He does not micromanage and he does not claim to be an expert on HR matters or finance matters but he is

one of 26 responsible individuals. Jamir asked Miller and Streckenbach what they would like to do in this regard. Miller responded that he would like to see the contract renewed. Streckenbach also stated that he would like to see the contract renewed. Fewell stated that in his mind Jamir was asking Miller and Streckenbach to put themselves on the line with regard to biasing themselves even if the RFP is done but Jamir felt that the administration was asking the same of the Committee. Fewell continued that he did not care who gets the work, but he was more concerned that everyone has a fair shot at the business and as things are now everyone is not getting that fair shot. He has always argued that the County should RFP when it should be done instead of extending a contract on a month to month basis as that is not transparent and is not good government.

Miller wished to quantify his answer and stated that his perspective comes from taking over as Human Resources Director and being familiar and knowledgeable with M3 and how they operate, however, from a taxpayer's standpoint, he would like to see an RFP sent out.

**Motion made by Supervisor Jamir, seconded by Supervisor Steffen to draft an RFP and bring back to the March 27, 2014 Administration Committee. Vote taken. MOTION CARRIED UNANIMOUSLY**

3. **Adjourn.**

**Motion made by Supervisor Steffen, seconded by Supervisor Jamir to adjourn at 5:47 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio  
Recording Secretary