

February 20, 2008

## TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session on February 11, 2008 and recommends the following motions:

1. Review minutes of:
  - a) Legislative Sub Committee (1/21/08).  
Receive & place on file.
2. County Executive report.
  - a) Budget Status Financial Report (not available).  
No action.
3. Internal Auditor Report.
  - a) Budget Status Financial Report (not available).  
No action.
  - b) Audit Report on Register of Deed's Office Internal Controls.  
Receive & place on file.
  - c) Update on Mental Health Center accounts receivable report.  
Have Chairman Lund and Internal Auditor contact a current accounting firm and get an estimate on what it would cost to have them take over this project and time line.
  - d) Other.  
No action.
4. **Update from Study Committee** re: Communication from Supervisor Adam Warpinski re: Request that Brown County amend Ordinance 2.13 (3) to move number 13 in front of number. Communication from Supervisor Warpinski re: Request that Brown County review its' legislative procedures to establish a set of criteria for items required to be considered in resolution form. Communication from Supervisor Steve Fewell re: Review and modify County Code 2.13 (3) (4b) (4c) (4d) as it relates to Brown County Board agenda items; request to modify by removing committee reports; require all recommendations approved by committee action be placed in resolution or ordinance form; request a form be created for communications so that all communications be on a standard form; recommendation that County Board of Supervisors work with Corporation Counsel to have communications placed on sample resolution or ordinance format. No action.
5. Resolution re: Pertaining to a Change in the Table of Organization for Brown County Human Services. (Referred from Human Services Committee.)  
Committee approved. See Resolutions, Ordinances February County Board.

6. Resolution re: Change in Table of Organization Department of Administration (Transfer Grant Development Specialist position from Human Services to the Department of Administration). Referred from Human Services Committee & Administration Committee. Committee approved. See Resolutions, Ordinances February County Board.
7. Resolution re: Supporting State Funding for Mental Health Inpatient Treatment. (Referred from Legislative Sub Committee.) Committee approved. See Resolutions, Ordinances February County Board.
8. Resolution re: Requesting Governor and State Legislators Enact Legislation to Re-Emphasize the Transportation User Fee Concept thus Segregating Fuel Tax Revenues and Vehicle Registration Fees Specifically for the Transportation Fund. (Referred from Legislative Sub Committee.) Committee approved. See Resolutions, Ordinances February County Board.
9. Resolution re: In Support for the Great Lakes and St. Lawrence River Basin Water Resources Compact. (Referred from Legislative Sub Committee.) Committee approved. See Resolutions, Ordinances February County Board.
10. Resolution re: Authority to Execute a 2007-2008 Labor Agreement with the Brown County Public Health Nurses. Committee approved. See Resolutions, Ordinances February County Board.
11. Resolution re: Authority to Execute a 2009 Labor Agreement with the Brown County Public Health Nurses. Committee approved. See Resolutions, Ordinances February County Board.
12. Resolution re: Authority to Execute a 2007-2008 labor Agreement with the Brown County Medical Examiner Investigators, Local 1901, AFSCME, AFL-CIO. Refer to Public Safety Committee to review clothing allowance.
13. **Closed Session:** For the purpose of deliberating whenever competitive or bargaining reasons require a closed session pursuant to Wisconsin State Statute 19.85 (1) (e). In the alternative, the Executive Committee is meeting for the purpose of collective bargaining and is not subject to the Wisconsin open meetings law pursuant to 19.82 (1) of the Wisconsin State Statutes. (No Closed Session held.)

Approved by:

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COUNTY EXECUTIVE

Date

**PROCEEDINGS OF THE BROWN COUNTY  
EXECUTIVE COMMITTEE**



Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Executive Committee was held on Monday, February 11, 2008 at 5:30 p.m. in Room 200 of the Northern Building - 305 East Walnut Street, Green Bay, Wisconsin

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**Present:** Jack Krueger, Tom Lund, Bernie Erickson, Harold Kaye, Pat Evans,  
Steve Fewell, Kathy Johnson.

**Also Present:** Jayme Sellen, Sara Perrizo, Debbie Klarkowski, Supervisor Guy Zima.

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1. CALL MEETING TO ORDER:

The meeting was called to order by Chairman Krueger at 5:30 p.m.

2. APPROVE/MODIFY AGENDA:

**A MOTION WAS MADE BY SUPERVISOR ERICKSON AND SECONDED BY SUPERVISOR KAYE TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.**

3. APPROVE/MODIFY MINUTES OF:

- a) REGULAR MEETING JANUARY 7, 2008.
- b) SPECIAL MEETING OF JANUARY 30, 2008.

**A MOTION WAS MADE BY SUPERVISOR FEWELL AND SECONDED BY SUPERVISOR JOHNSON TO RECEIVE AND PLACE ON FILE ITEMS 3A & 3B. Vote taken. MOTION CARRIED UNANIMOUSLY.**

4. REVIEW MINUTES OF:

- a) LEGISLATIVE SUB COMMITTEE (1/21/08).

**A MOTION WAS MADE BY SUPERVISOR FEWELL AND SECONDED BY SUPERVISOR JOHNSON TO RECEIVE AND PLACE ON FILE ITEM 4A. Vote taken. MOTION CARRIED UNANIMOUSLY.**

**COMMENTS FROM THE PUBLIC**

5. None.

**REPORTS**

6. COUNTY EXECUTIVE REPORT.

- a) BUDGET STATUS FINANCIAL REPORT (NOT AVAILABLE).  
No action.

7. INTERNAL AUDITOR REPORT.

- a) BUDGET STATUS FINANCIAL REPORT (NOT AVAILABLE).  
No action.
- b) AUDIT REPORT ON REGISTER OF DEED'S OFFICE INTERNAL CONTROLS.  
Internal Auditor, Sara Perrizo, referred to the report attached and stated to her knowledge and with corresponding with Register of Deeds, Cathy Williquette, she believes all the recommendations she made were implemented.

**A MOTION WAS MADE BY SUPERVISOR ERICKSON AND SECONDED BY SUPERVISOR LUND TO RECEIVE AND PLACE ON FILE ITEM 7B. Vote taken. MOTION CARRIED UNANIMOUSLY.**

- c) UPDATE ON MENTAL HEALTH CENTER ACCOUNTS RECEIVABLE REPORT.  
Perrizo stated that Budget and Project Analyst, Andrea Konrath, and she have gone through the 6,500 page report identifying clients that they need to look at in the Key System. This system is used to maintain receivables. They are currently going through the report a second time, approx. 100 pages a day, looking up those who were identified in the system to make a recommendation for accounts that need to be written off. In addition, they are working on a policy to prevent the report from getting out of control in the future. Perrizo believed it has been between five and ten years since the report had been looked at and there is no faith that the accounts receivable numbers are accurate. Her concerns are one out of three clients that have a balance, their statements have been put on hold; no statement has been sent; they have insurance and are on billing hold or they were out-of-county patients, and Brown County hasn't been paid, that is money that can be collected.

Supervisor Lund stated there is only a certain amount that can be written off or Medicaid would be ineligible and the County Board needs to take action on the whole process before next year's budget.

Supervisor Evans questioned whose authority it is to do write offs and felt there seems to be procedural and management problems. He suggested having the County Board get a quote from a CPA firm to conduct a special audit and take over the report relieving the internal auditor. Another suggestion was to meet with Human Services Director, Mark Quam, and bring in a Medicare representative. Evans believed the County Board should be commended for stepping up, dealing with this issue and working on becoming more efficient.

Supervisor Fewell believed there should be an establishment of a community care policy in regards to qualifying people's financial status to pay back fees. Perrizo stated Brown County makes pay adjustments

based on income. Part of the project is to review the Brown County policy that was never put in place due to it not being signed by the previous County Executive.

**MOTION WAS MADE BY SUPERVISOR EVANS AND SECONDED BY SUPERVISOR LUND TO HAVE CHAIRMAN LUND AND INTERNAL AUDITOR CONTACT A CURRENT ACCOUNTING FIRM AND GET AN ESTIMATE ON WHAT IT WOULD COST TO HAVE THEM TAKE OVER THIS PROJECT AND TIMELINE. Vote taken. MOTION CARRIED UNANIMOUSLY.**

d) OTHER.

With the Appeals Committee decision to uphold the awarding of the banking contract to Chase, Perrizo stated Chase has some wonderful security options that she plans to use to their fullest capacity with the Treasurer's office. She fully intends to be involved and wants to make sure the security gets set up properly and will be implemented with her approval.

COMMUNICATIONS

8. UPDATE FROM STUDY COMMITTEE RE: Communication from Supervisor Adam Warpinski re: Request that Brown County amend Ordinance 2.13 (3) to move number 13 in front of number. Communication from Supervisor Warpinski re: Request that Brown County review its' legislative procedures to establish a set of criteria for items required to be considered in resolution form. Communication from Supervisor Steve Fewell re: Review and modify County Code 2.13 (3) (4b) (4c) (4d) as it relates to Brown County Board Agenda items; request to modify by removing committee reports; require all recommendations approved by committee action be placed in resolution or ordinance form; request a form be created for communications so that all communications be on a standard form; recommendation that County Board of Supervisors work with Corporation Counsel to have communications placed on sample resolution or ordinance format.

Supervisor Krueger stated the Study Committee has been going through all of the Brown County Code of Ordinances, Chapter 2.13 and are about two thirds of the way done. There will be a recommendation to the committee and a report.

No action.

RESOLUTIONS, ORDINANCES

9. RESOLUTION RE: PERTAINING TO A CHANGE IN THE TABLE OF ORGANIZATION FOR BROWN COUNTY HUMAN SERVICES. (REFERRED FROM HUMAN SERVICES COMMITTEE.)

**A MOTION WAS MADE BY SUPERVISOR EVANS AND SECONDED BY**

**SUPERVISOR JOHNSON TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.**

10. RESOLUTION RE: CHANGE IN TABLE OF ORGANIZATION DEPARTMENT OF ADMINISTRATION (TRANSFER GRANT DEVELOPMENT SPECIALIST POSITION FROM HUMAN SERVICES TO THE DEPARTMENT OF ADMINISTRATION). REFERRED FROM HUMAN SERVICES COMMITTEE & ADMINISTRATION COMMITTEE.

**A MOTION WAS MADE BY SUPERVISOR JOHNSON AND SECONDED BY SUPERVISOR FEWELL TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.**

11. RESOLUTION RE: SUPPORTING STATE FUNDING FOR MENTAL HEALTH INPATIENT TREATMENT. REFERRED FROM LEGISLATIVE SUB COMMITTEE.

**A MOTION WAS MADE BY SUPERVISOR JOHNSON AND SECONDED BY SUPERVISOR ERICKSON TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.**

12. RESOLUTION RE: REQUESTING GOVERNOR AND STATE LEGISLATORS ENACT LEGISLATION TO RE-EMPHASIZE THE TRANSPORTATION USER FEE CONCEPT THUS SEGREGATING FUEL TAX REVENUES AND VEHICLE REGISTRATION FEES SPECIFICALLY FOR THE TRANSPORTATION FUND. REFERRED FROM LEGISLATIVE SUB COMMITTEE.

**A MOTION WAS MADE BY SUPERVISOR FEWELL AND SECONDED BY SUPERVISOR LUND TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.**

13. RESOLUTION RE: IN SUPPORT FOR THE GREAT LAKES AND ST. LAWRENCE RIVER BASIN WATER RESOURCES COMPACT. REFERRED FROM LEGISLATIVE SUB COMMITTEE.

A handout (attached) was distributed by Jayme Sellen re: Great Lakes Compact.

**A MOTION WAS MADE BY SUPERVISOR ERICKSON AND SECONDED BY SUPERVISOR KAYE TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.**

14. RESOLUTION RE: AUTHORITY TO EXECUTE A 2007-2008 LABOR AGREEMENT WITH THE BROWN COUNTY PUBLIC HEALTH NURSES.

**A MOTION WAS MADE BY SUPERVISOR FEWELL AND SECONDED BY SUPERVISOR JOHNSON TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.**

15. RESOLUTION RE: AUTHORITY TO EXECUTE A 2009 LABOR AGREEMENT WITH THE BROWN COUNTY PUBLIC HEALTH NURSES.

**A MOTION WAS MADE BY SUPERVISOR JOHNSON AND SECONDED BY SUPERVISOR ERICKSON TO APPROVE. Vote taken. MOTION CARRIED UNANIMOUSLY.**

16. RESOLUTION RE: AUTHORITY TO EXECUTE A 2007-2008 LABOR AGREEMENT WITH THE BROWN COUNTY MEDICAL EXAMINER INVESTIGATORS, LOCAL 1901, AFSCME, AFL-CIO.

Supervisor Kaye is not in favor of this resolution and felt there should have been a clothing allowance policy written in the resolution before moving forward.

**A MOTION WAS MADE BY SUPERVISOR JOHNSON AND SECONDED BY SUPERVISOR LUND TO REFER TO PUBLIC SAFETY COMMITTEE TO REVIEW CLOTHING ALLOWANCE. Vote taken. MOTION CARRIED UNANIMOUSLY.**

17. CLOSED SESSION: FOR THE PURPOSE OF DELIBERATING WHENEVER COMPETITIVE OR BARGAINING REASONS REQUIRE A CLOSED SESSION PURSUANT TO WISCONSIN STATE STATUTE 19.85 (1) (E). IN THE ALTERNATIVE, THE EXECUTIVE COMMITTEE IS MEETING FOR THE PURPOSE OF COLLECTIVE BARGAINING AND IS NOT SUBJECT TO THE WISCONSIN OPEN MEETINGS LAW PURSUANT TO 19.82 (1) OF THE WISCONSIN STATE STATUTES.

No closed session held.

18. SUCH OTHER MATTERS AS AUTHORIZED BY LAW.

**Motion made by Supervisor Fewell and seconded by Supervisor Johnson to adjourn at 6:15 p.m. MOTION APPROVED UNANIMOUSLY**

Respectfully submitted,

Alicia Loehlein  
Recording Secretary



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## MEMORANDUM

TO: County Board Chairs and County Clerks

FROM: Monica Groves Batiza, Legislative Associate *MBB*

DATE: February 1, 2008

SUBJECT: Great Lakes Compact

At a recent meeting of the WCA Environment and Land Use Steering Committee, the topic of the Great Lakes Compact was discussed at great length. Both the WCA Agriculture and the WCA Environment and Land Use Steering Committees plan to meet jointly on March 14, 2008 to thoroughly discuss the Great Lakes Compact.

As there are a variety of opinions within these committees about the Great Lakes Compact, we ask that you keep this in consideration as your county considers whether to author a resolution in support or opposition of the Great Lakes Compact. The committees intend to take a formal position and forward their recommendation to the WCA Board of Directors.

Thank you for considering these comments from the WCA Environment and Land Use Steering Committee. Please do not hesitate to contact me if you have any questions.