

June 21, 2006

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session on June 12, 2006 and recommends the following motions:

1. Introduction of Financial System Replacement and Introduction of Schafer Consulting (As requested by Cindy Archer, Director, Department of Administration). Receive & place on file.
2. Discussion re: Setting a policy regarding the length of County Board meetings. Example: 2005 County Board budget meeting started on November 14, 2005 at 9 a.m. and adjourned on November 15, 2005 at 2:30 a.m. Receive & place on file.
3. County Executive report. (No report.)
 - a) Budget Status Financial Report. Receive & place on file.
4. Internal Auditor Report.
 - a) Review adjustment of bills information submitted to County Board for their monthly meetings. From previous meeting with motion: *"Have all departments comply with reporting outgoing RFP's to the Internal Auditor."* Have RFP's from all departments sent to the Internal Auditor by e-mail and the Internal Auditor can request hard copies, if necessary.
 - b) Budget Status Financial Report. Receive & place on file Budget Status Financial Report.
 - c) Other Items.
 - i) Review all bills over \$5,000.
 - ii) Refer the Smart Time payroll issue to Administration Committee.
 - iii) Receive & place on file.
5. Appointments to the Legislative Sub Committee: Adam Warpinski, Mike Fleck, Bill Clancy, Tom De Wane. Approve the appointments of Adam Warpinski, Mike Fleck, Bill Clancy, Tom De Wane & Dave Kaster to the Legislative Sub Committee.
6. Discussion re: Appointments to a sub-committee of the Executive Committee dealing with Diversity and Cultural Affairs. Hold for one month and bring back a proposal for a mission statement.
7. Communication from Supervisor Bill Clancy re: Wants a response from Administration re: HIPPA inquiry. (Held from previous months. Administration stated last month they expected to receive information about this by May 19, 2006.) Hold for one month.
8. Communication from Supervisor Mary Scray that all communications or minutes for County Board meeting be distributed no later than one week prior to County Board meeting. (Referred from May County Board.) Uphold the Ordinance and guidelines and send an e-mail

notice to department heads with Section (4) (b) of the County code attached to e-mail.

9. Communication from Supervisor Bernie Erickson & Response from County Clerk re: To include in monthly packages a list of items from previous meetings that were required to be signed by the Executive; also, a running list of items that have not been signed for the past 12 months. (Referred from May County Board.) Approve.
10. Communication from Supervisor Dan Haefs re: Request that Community & Cultural Affairs Committee have County Board member vacancies filled. (Referred from May County Board.) Refer to County Executive.
11. Communication from Supervisor Dan Haefs re: Request that Community & Cultural Affairs Committee have citizen vacancies filled. (Referred from May County Board.) Approve and send to County Executive.
12. Communication from Supervisor Dan Haefs re: Request a three-member Brown County Panel be appointed to include one member from Green Bay, one member from urban suburbs and one member from rural area to represent Brown County as the negotiating team with the Oneida Nation to secure a long-term service fee agreement in lieu of taxes. (Referred from May County Board.) Approve a County Board Panel made up of County Board Chair, Tom Lund, Vice Chair, Jack Krueger, and Supervisors Pat LaViolette, Kathy Johnson & Pat Evans.
13. Communication from Supervisor Dan Haefs re: Request a timetable for securing Oneida service fee agreement in lieu of taxes be established to ensure a dollar amount line item in 2007 budget. (Referred from May County Board.) Receive & place on file.
14. Resolution re: Highway Department Reorganization/Change in Table of Organization. (Referred from Planning, Development & Transportation Committee.) Held from previous meeting. Committee approved. See Resolutions, Ordinances June County Board.
15. Resolution re: Authorizing the Human Resources Department to Investigate the State Provided Health Insurance Plan. Committee approved the Resolution authorizing the Human Resources Department to investigate the State Provided Health Insurance Plan. See Resolutions, Ordinances June County Board.
16. Executive Committee creates or approves a resolution re: To file an injunction and/or support the City of Green Bay to stop the DNR & EPA's time frame of the Fox River Cleanup until further evaluation of solutions or alternative sites. Work with Corporation Counsel to draw up a general resolution to send to the County Board to work with the Governor, state legislators and local municipalities to ask the DNR to conduct an Environmental Impact Statement and consult with the EPA to stop this process and look for alternative sites and solutions to the clean up of the Fox River. See Resolutions, Ordinances June County Board.
17. Brown County Vouchers over \$5,000. (Taken up on item #4c. See motion.)

18. **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.
- a) Enter into closed session.
 - b) Return to regular order of business.
 - c) No action taken.

Approved by:

COUNTY EXECUTIVE

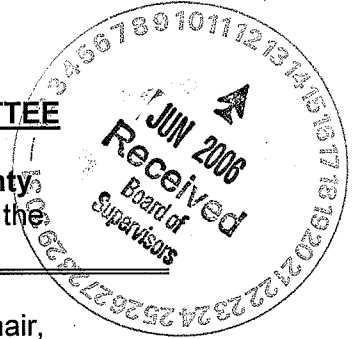
Date

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PROCEEDINGS OF THE BROWN COUNTY EXECUTIVE COMMITTEE

Pursuant to Section 19.94 Wis. Stats., a regular meeting of the **Brown County Executive Committee** was held on Monday, June 12, 2006 in Room 200 of the Northern Building – 305 East Walnut Street, Green Bay, WI



Present: Jack Krueger, Tom Lund, Steve Fewell, Mike Fleck (Vice-Chair, Planning, Development & Transportation, alternate for Bernie Erickson), Kathy Johnson, Harold Kaye, Pat Evans.

Excused:

Also Present: Supervisors Adam Warpinski, Mary Scray, Dave Kaster & Patty Hoefft. John Jacques, Sara Perrizo, Nancy Anderson, Mike Kwaterski, Scott LaRue, Don Vander Kelen, Cindy Archer, News Media and Other Interested Parties.

1. **Call Meeting to Order:**
Chair Krueger called the meeting to order at 5:30 p.m.

2. **Approve/Modify Agenda:**
Chair Krueger stated that he would like to discuss item #20 with item 9c and Supervisor Johnson requested that item #19b be moved up to come after item #7.

Motion made by Supervisor Johnson and seconded by Supervisor Lund to approve the agenda as amended. Vote taken. MOTION APPROVED UNANIMOUSLY.

3. **Approve/modify minutes of:**
a) Regular meeting of May, 2006.
b) Special meeting of May 16, 2006
c) Special meeting of May 17, 2006.

Motion made by Supervisor Lund and seconded by Supervisor Johnson to approve items #4a – 4c. Vote taken. MOTION APPROVED UNANIMOUSLY.

4. **Review minutes of: (None).**

Comments from the Public/Such Other Matters as Authorized by Law.

5. There were no comments from the public.

Discussions

6. **Introduction of Financial System Replacement and Introduction of Schafer Consulting (As requested by Cindy Archer, Director, Department of Administration).**

Director of Administration, Cindy Archer, Finance Director Lynn Vanden Langenberg and Nancy Schafer and Christi Evans of Schafer Consulting came forward for discussion.

Supervisor Fewell arrived at 5:38 p.m.

Motion made by Supervisor Johnson and seconded by Supervisor Kaye to suspend the rules to allow interested parties to speak. Vote taken. MOTION APPROVED UNANIMOUSLY.

Ms Archer gave the committee a brief summary on the replacement of the financial system. She said the current system is over 20 years old and cannot be upgraded, supported or modified, we are doing a lot of duplicate data entry and it is not generating useful reports. She added that all departments are not on the current system, so it is really not a county-wide financial system. Ms Archer went over points from a memo that was attached to the agenda and explained that Schafer Consulting has been selected to assist with the various phases that the County will go through in implementing a new financial system. Nancy Schafer was introduced as the President of Schafer Consulting. Ms Schafer provided the committee with an overview of the history of the company and the type of services Brown County can expect from the company. She responded to questions from the committee.

Motion made by Supervisor Lund and seconded by Supervisor Johnson to return to the regular order of business. Vote taken. MOTION APPROVED UNANIMOUSLY.

Motion made by Supervisor Johnson and seconded by Supervisor Lund to receive and place on file. Vote taken. MOTION APPROVED UNANIMOUSLY.

At this point, Chair Krueger requested that the committee proceed to item #21, Closed Session.

Motion made by Supervisor Evans and seconded by Supervisor Johnson to suspend the rules to move item #21 to come before item #7. Vote taken. MOTION APPROVED UNANIMOUSLY.

Item #21 was discussed at this point.

7. **Discussion re: Setting a policy regarding the length of County Board meetings. Example: 2005 County Board budget meeting started on November 14, 2005 at 9 a.m. and adjourned on November 15, 2005 at 2:30 a.m.**

Chair Krueger stated that he would like to address the issue of last year's budget meeting that went from 9:00 a.m. to 2:30 a.m. He recommends that County Board meetings be set to last no longer than 8 hours and, if need be, come back a second day. Members of the committee weighed in with their opinions. Supervisors Lund, Johnson and Evans gave reasons why they did not agree with the 8 hour time frame. Supervisor Fleck suggested a time limit of midnight and Supervisor Fewell pointed out that if a meeting runs long, it is inconsiderate not to take necessary breaks.

Motion made by Supervisor Evans and seconded by Supervisor Lund to receive and place on file. Vote taken. MOTION APPROVED UNANIMOUSLY.

The committee addressed item #19b at this point.

Reports

8. **County Executive Report.**
a) **Budget Status Financial Report.**

Motion made by Supervisor Kaye and seconded by Supervisor Fleck to receive and place on file. Vote taken. MOTION APPROVED UNANIMOUSLY.

9. **Internal Auditor Report.**
a) **Review adjustment of bills information submitted to County Board for their monthly meetings. From previous meeting with motion: "Have all departments comply with reporting outgoing RFP's to the Internal Auditor".**

Internal Auditor Sara Perrizo came forward for discussion. Chair Krueger stated that a misunderstanding has occurred from last month's committee meeting. He explained the process of voting to fund an RFP to hire a consultant for the Radio Interoperability Study. He said language changes were inserted into the RFP by the Executive and took issue with that process, saying any language changes should be brought back to the committee and the full Board. A discussion ensued on Chair Krueger's comments.

Ms Perrizo informed the committee that Purchasing Manager Mary Lynn Seidl has been instructed to provide her with a hard copy of every RFP and said that will involve a lot of paper. She offered to try the process for one month and report back. After some discussion, the committee agreed that the Internal Auditor should be aware of the RFP's that are put out, there should be cooperation involved in the process and decided that RFP's could be sent to the Internal Auditor by email, with hard copies requested if necessary.

Supervisor Fewell was excused from the meeting at 6:38 p.m.

Motion made by Supervisor Kaye and seconded by Supervisor Johnson to have RFP's from all departments sent to the Internal Auditor by email and the Internal Auditor can request hard copies, if necessary. Vote taken. MOTION APPROVED UNANIMOUSLY.

- b) **Budget Status Financial Report.**
This was included in the agenda packet, Ms Perrizo explained certain areas to the committee and said that, overall, we are doing really well with our budget.

Motion made by Supervisor Lund and seconded by Supervisor Kaye to receive and place on file the Budget Status Financial Report. Vote taken. MOTION APPROVED UNANIMOUSLY.

- c) **Other items.**
Agenda item #20 was discussed at this time. Ms Perrizo reported that the report of bills over \$10,000 for the month of April was 7 pages long and bills over \$5,000 was 14 pages long. She responded to questions from the committee.

Motion made by Supervisor Kaye and seconded by Supervisor Lund to review all bills over \$5,000. Vote taken. MOTION APPROVED UNANIMOUSLY.

Concluding her report, Ms Perrizo distributed copies of the 2007 Budget timeline that was put together by the Department of Administration (see attached). Members of the committee agreed that they need time to digest the budget and would like to receive it by October 1st. Supervisor Kaye asked to have the budget timeline addressed again at next month's meeting. Ms Perrizo stated that she is receiving and reviewing weekly bills that are paid. Supervisor Kaye initiated a discussion on implementation of timekeeping software. Ms Perrizo said that the "Smart Time" program is being implemented by the Mental Health Center and Administration will look at integrating it with the new financial software.

Motion made by Supervisor Johnson and seconded by Supervisor Lund to. Refer the Smart Time payroll issue to the Administration Committee. Vote taken. MOTION APPROVED UNANIMOUSLY.

Ms Perrizo reported that she is reviewing the indirect costs plan and will have a report to present on that in July or August. She is continuing to meet with departments on the monetary policy and there are five departments that have not signed off on that policy.

Motion made by Supervisor Evans and seconded by Supervisor Kaye to receive and place on file. Vote taken. MOTION APPROVED UNANIMOUSLY.

Appointments by Executive Committee

10. **Appointments to the Legislative Subcommittee: Adam Warpinski, Mike Fleck, Bill Clancy, Tom DeWane.**
Chair Krueger stated that Supervisor Dave Kaster has also volunteered to be on the Legislative Subcommittee.

Motion made by Supervisor Kaye and seconded by Supervisor Evans to approve the appointments of Adam Warpinski, Mike Fleck, Bill Clancy, Tom DeWane and Dave Kaster to the Legislative Subcommittee. Vote taken. MOTION APPROVED UNANIMOUSLY.

11. **Discussion re: Appointments to a subcommittee of the Executive Committee dealing with Diversity and Cultural Affairs.**
Chair Krueger said that, since the Executive has not made appointments to the Diversity Affairs Council, he is suggesting that we make a subcommittee of the Executive Committee and make appointments. Supervisor Lund suggested establishing some guidelines, goals and a mission statement before making appointments.

Motion made by Supervisor Lund and seconded by Supervisor Johnson to hold for one month and bring back a proposal for a mission statement. Vote taken. MOTION APPROVED UNANIMOUSLY.

Communications

12. **Communication from Supervisor Bill Clancy re: Wants a response from Administration re: HIPPA inquiry. (Held from previous months. Administration state last month they expected to receive information about this by May 19, 2006).**

Human Resources Director Mike Kwaterski said he had the attorney contact the Office of Civil Rights and distributed a copy of the response that was received (see attached). The committee asked that this item be brought back every month until we hear something.

Motion made by Supervisor Evans and seconded by Supervisor Lund to hold for one month. Vote taken. MOTION APPROVED UNANIMOUSLY.

13. **Communication from Supervisor Mary Scray that all communications or minutes for County Board meetings be distributed no later than one week prior to County Board meeting. (Referred from May County Board).**

Supervisor Scray directed the committee to the agenda attachment, as a reminder of the ordinance which states all agenda items should be submitted to the County Board office by 4:00 p.m. on Tuesday of the week preceding the meeting. She commented that it would be nice to receive the information prior to the meeting and have time to address the items and ask questions, if necessary. In the ensuing discussion, examples of problems with previous issues were discussed. Executive Secretary Nancy Anderson was present and commented on the large amount of handouts distributed at meetings, rather than attached to agendas. She stressed that information should be brought to the County Board office to be attached to agendas. The committee agreed that research should not be done on the County Board floor.

Motion made by Supervisor Johnson and seconded by Supervisor Kaye to uphold the ordinance and guidelines and send an email notice to department heads with section (4)(b) of the County Code attached to email. Vote taken. MOTION APPROVED UNANIMOUSLY.

14. **Communication from Supervisor Bernie Erickson & response from County Clerk re: To include in monthly packages a list of items from previous meetings that were required to be signed by the Executive; also, a running list of items that have not been signed for the past 12 months. (Referred from May County Board).**

Supervisor Tom Lund explained that the County Executive has items that have not been signed or vetoed and we want to have a record and know what items have been enacted without the County Executive's signature.

Motion made by Supervisor Lund and seconded by Supervisor Fleck to approve. Vote taken. MOTION APPROVED UNANIMOUSLY.

15. **Communication from Supervisor Dan Haefs re: Request that Community & Cultural Affairs Committee have County Board member vacancies filled. (Referred from May County Board).**

Motion made by Supervisor Evans and seconded by Supervisor Johnson to refer to the County Executive. Vote taken. MOTION APPROVED UNANIMOUSLY.

16. **Communication from Supervisor Dan Haefs re: Request that Community & Cultural Affairs Committee have citizen vacancies filled. (Referred from May County Board).**

Motion made by Supervisor Lund and seconded by Supervisor Fleck to approve and send this to the County Executive. Vote taken. MOTION APPROVED UNANIMOUSLY.

17. **Communication from Supervisor Dan Haefs re: Request a three-member Brown County Panel be appointed to include one member from Green Bay, one member from urban suburbs and one member from rural area to represent Brown County as the negotiating team with the Oneida Nation to secure a long-term service fee agreement in lieu of taxes. (Referred from May County Board).**

Chair Krueger expressed that it would be best to work out a service agreement with the Oneida Nation through a committee of the County Board. He suggested that the committee be made up of County Board Chair Tom Lund, Vice-Chair Jack Krueger and Supervisor Pat LaViolette. Supervisor Johnson suggested including members of the County Board that are impacted greatly by that district. She volunteered to be on the committee and Supervisor Pat Evans volunteered also.

Motion made by Supervisor Evans and seconded by Supervisor Fleck to approve a County Board Panel made up of County Board Chair Tom Lund, Vice-Chair Jack Krueger and Supervisors Pat LaViolette, Kathy Johnson and Pat Evans. Vote taken. MOTION APPROVED UNANIMOUSLY.

18. **Communication from Supervisor Dan Haefs re: Request a timetable for securing Oneida service fee agreement in lieu of taxes be established to ensure a dollar amount line item in 2007 budget. (Referred from May County Board).**

Motion made by Supervisor Evans and seconded by Supervisor Kaye to receive and place on file. Vote taken. MOTION APPROVED UNANIMOUSLY.

Resolutions, Ordinances

19. **Resolution re: Highway Department Reorganization/Change in Table of Organization. (Referred from Planning, Development & Transportation Committee). Held from previous meeting.**

Supervisor Fewell returned to the meeting at 7:30 p.m.

Chair Krueger stated that he met with the individual and he is perfectly satisfied with the reorganization. Supervisor Kaye stated that he has heard good comments from employees and others regarding the reorganization. In response to a question from Chair Krueger, Human Resources Director Mike Kwaterski explained the process of listing qualifications for job applications and said that the minimum qualifications for the position must be advertised.

Motion made by Supervisor Lund and seconded by Supervisor Kaye to approve the resolution. Vote taken. MOTION APPROVED UNANIMOUSLY.

19a. Resolution re: Authorizing the Human Resources Department to Investigate the State Provided Health Insurance Plan.

Mr Kwaterski explained that in order to obtain a quotation on the State Plan, legislative action is required. He said he would like to look at the plan and see what the costs are. A brief discussion ensued and Mr Kwaterski responded to questions from the committee.

Motion made by Supervisor Fleck and seconded by Supervisor Kaye to approve the Resolution authorizing the Human Resources Department to investigate the State Provided Health Insurance Plan. Vote taken. MOTION APPROVED UNANIMOUSLY.

19b. Executive Committee create or approve a resolution re: To file an injunction and/or support the City of Green Bay to stop the DNR & EPA's time frame of the Fox River Cleanup until further evaluation of solutions or alternative sites.

Motion made by Supervisor Evans and seconded by Supervisor Fleck to refer this to Corporation Counsel.

Supervisor Evans stated that he believes it is not the legal precedence of the committee to file an injunction and he would like to refer this to Corporation Counsel. He added that this a City of Green Bay, Village of Ashwaubenon, State of Wisconsin issue and he does not want the County to jump in and violate "home rule authority". He favors a resolution supporting the affected municipalities, but he would like direction from Corporation Counsel.

Supervisor Johnson stated that she has heard from Corporation Counsel since she put in this request and he said the County Board does not have the legal jurisdiction to do this. She is suggesting a general resolution that we, as a County Board, request the Governor and the DNR to conduct an Environmental Impact Study. Corporation Counsel John Jacques stated that a County has no right to bring an injunction against a state agency. He said the alternative would be to request the Governor to act and to suspend the process. Discussion ensued.

Motion Withdrawn.

Motion made by Supervisor Lund and seconded by Supervisor Johnson to suspend the rules to allow interested parties to speak. Vote Taken. MOTION APPROVE UNANIMOUSLY.

Tina Peach, 2883 Parkwood Drive, Green Bay, WI came forward and said "we are still taxpayers of Brown County" and asked for the committee's assistance in slowing what appears to be a highly fast-tracked decision. She said there are better alternatives and better sites to be used for this disposal and once again, asked for the committee's support.

Becca Katers, 2484 Manitowoc Road, Green Bay, WI stated that she represents Green Water Action Council and they have been involved in this issue for several years. She said that their agency agrees with the neighbors opposed to the use of the Georgia Pacific landfill, but they are concerned that the overall cleanup not be slowed down. Ms Katers said there will be another public hearing and comment process in late July or early August and that would be a great opportunity for the County Board to weigh in. She urged that the cleanup not be slowed down. She also expressed that she is discouraged that there is no discussion on detoxification technologies and said she would like to see the County call for the DNR and EPA to seriously investigate such technology.

Motion made by Supervisor Evans and seconded by Supervisor Kaye to return to the regular order of business. Vote Taken. MOTION APPROVED UNANIMOUSLY.

Motion made by Supervisor Johnson and seconded by Supervisor Evans to work with Corporation Counsel to draw up a general resolution to send to the County Board to work with the Governor, state legislators and local municipalities to ask the DNR to conduct an Environmental Impact Statement and consult with the EPA to stop this process and look for alternative sites and solutions to the clean up of the Fox River. Vote taken. MOTION APPROVED UNANIMOUSLY.

(The committee went back to item #8 at this point.)

Bills over \$5,000

20. **Brown County Vouchers over \$5,000.**

This was addressed under item #9.

21. **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.**

Motion made by Supervisor Evans and seconded by Supervisor Johnson to enter into closed session. Roll Call vote taken. AYES; 7: KAYE, JOHNSON, LUND, FEWELL, EVANS, FLECK, KRUEGER. MOTION APPROVED UNANIMOUSLY.

Recording Secretary excused at 5:50 p.m.

Motion made by Supervisor Lund and seconded by Supervisor Johnson to return to the regular order of business. Vote taken. MOTION APPROVED UNANIMOUSLY.

(The committee went back to item #7 at this point.)

Motion made by Supervisor Lund and seconded by Supervisor Evans to adjourn at 7:38 p.m. MOTION APPROVED UNANIMOUSLY.

Respectfully submitted,

Jeanne Buzzell
Recording Secretary

2007 BUDGET WORKPLAN

(sorted by d

ACTIVITY/TASK	RESPONSIBLE	TARGET	COMMENT
1. Distribution of plan to all departments.	Hillmann		
2. Budget Price Request Forms sent to departments.	Hillmann	06/05/06	
3. Cost to Control (C2C) Completed	Archer	06/09/06	
4. Submit Budget Request Forms to Purchasing.	Dept Heads	06/13/06	
5. Purchasing sends pricing information to departments.	Seidl	06/23/06	
6. Standardize price list completed and submitted to Administration for distribution with budget packet.	Seidl	07/12/06	
7. Complete Budget Packet (w/levy target) furnished to Departments by Administration.	Administration	07/17/06	
8. County Executive Town Hall Meetings.	County Executive	July	
9. Staffing requests submitted to HR for class/comp review.	Dept Heads	07/24/06	
10. HR returns to Administration class/comp results.	HR Director	08/02/06	
11. Budgets submitted to Admin and departmental reviews: Aging, County Board, Court System, Clerk, DA, Executive, Golf Course, HR, Medical Examiner, Museum, NEW Zoo, Parks, Planning, Public Safety, Register of Deeds, Survey, U.W. Ext, Veterans, Zoning.	Dept Heads	08/07/06	Budget meetings 08/17/06 - 08/24/06
12. Budgets submitted to Admin and departmental reviews: Admin, Airport, Corp Counsel, Facility Management, Health, Highway, Human Services, Land Conservation, Library, Port/Solid Waste, Sheriff, Treasurer.	Dept Heads	08/14/06	Budget meetings 08/28/06 - 08/31/06 and 9/04/06 - 9/06/06
13. Finalize Information Services chargebacks.	Wallace	09/08/06	
14. Send budgets to departments for review.	Administration	09/15/06	
15. Submit complete budget to Exec for review.	Archer	10/02/06	Due back to Admin 9/22
16. PREPARE BUDGET & SEND TO COPY CENTER.	Hillmann	10/09/06	Due back to Admin 10/6
17. Budget completed by Copy Center.	Copy Center	10/12/06	
18. Present Executive Budget to County Board.	Executive	Noon 10/13/06	
19. Notice of Public Hearing for Budget.	Wolske	10/18/06	
20. Committee Budget hearings: 10/16/06 to 11/01/06.	Committees	11/01/06	
21. Complete Summary of Committee Actions.	Verheyden	11/02/06	
22. County Board Meeting. (Nov. 6,8 or 9)	Board Chairman	11/06/06	Review with Int. Auditor
23. Complete Summary of County Board Actions.	Verheyden	11/10/06	
24. Budget review by Executive: 11/10 - 11/22	Executive	11/22/06	
25. Veto session.	County Board	11/27/06	
26. Complete apportionment sheets.	Wolske	12/01/06	
27. File Levy Limit Form with State Department of Revenue.	Eggert	12/15/06	

ACTIVITY/TASK	RESPONSIBLE	TARGET	COMMENTS
28. Send Adopted Budget and BIB to Copy Center.	Hillmann	01/20/07	
29. Adopted Budget and BIB completed by Copy Center.	Copy Center	01/26/07	
30. Budget Award Application submitted to GFOA.	Hillmann	02/06/07	

GCD

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June 8, 2006

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Via E-mail and Regular Mail (kwaterski_mj@co.brown.wi.us)

Mr. Michael Kwaterski
HIPAA Privacy Officer
Human Resources Department
Brown County
Sixth Floor
305 E. Walnut
Green Bay, WI 54305-3600**Re: OCR HIPAA Complaint Status**

Dear Mike:

We followed up with Investigator Denise Schaefer of the DHHS OCR Office in Chicago today concerning the HIPAA complaint against Brown County. Unfortunately, she said there was nothing new to report. She apologized for the length of time it is taking and assured me that she has not forgotten the matter and hopes to wrap it up soon.

If you have any further questions you may call me at (414) 221-6044.

Very truly yours,



Kimberly J. Boggs, Esq.

KJB/kb

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