

AGENDA

Eau Claire County

• Committee on Administration •

Tuesday, November 12, 2019

2:30 p.m.

Courthouse - Room #3312
721 Oxford Avenue • Eau Claire, WI

1. Call to Order and confirmation of meeting notice
2. Public Comment
3. Review/Approval of Committee Minutes – **Discussion/Action**
 - a. October 8, 2019
4. Quarter 3 Updates from departments – **Information/Discussion**
5. Administrator Updates by Kathryn Schauf – **Discussion/Action**
6. 2020 Generous Jurors Recipient – **Discussion/Action**
7. School Choice Week Proclamation – **Discussion/Action**
8. Budget Reporting Policy– **Discussion**
9. Potential Code Changes – **Discussion/Action**
 - a. Chair as non-voting ex-officio member of all committees
 - b. Update Annual Meeting Process
 - i. Chair Presiding
10. District 22 Replacement - **Discussion**
11. Appointments – **Discussion/Action**
 - a. **Eau Claire City-County Housing Authority** recommends the appointment of Philip Swanhorst to the Housing Authority Board. Philip was a city of Eau Claire bus driver for 15 years and owned Pine Harbor Campground in Chippewa County for 26 years.
12. Set Future Committee Meetings and Items for Discussion

Next Regular Meeting – December 10, 2019

Prepared by: Samantha Cole

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710 (FAX) 8391669 or (TDD) 8394735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.

MINUTES

Eau Claire County

• Committee on Administration •

Tuesday, October 8, 2019

2:30 p.m.

Courthouse - Room #3312

721 Oxford Avenue • Eau Claire, WI

Members: Ray Henning, Mark Beckfield, Gerald Wilkie, Nick Smiar, Colleen Bates

Others: Kathryn Schauf, Samantha Cole, Tim Sullivan, Janet Loomis

Chair Smiar called the meeting to order at 2:32 p.m. and confirmed the meeting notice.

No members of the public were present.

Chair Smiar that the minutes from the Committee on Administration regular meeting on September 10, 2019 and the joint meeting with the Human Resources and Finance & Budget Committee on September 10, 2019 be reviewed and acted on together. Supervisor Bates motioned to approve the minutes; the motion was seconded by Supervisor Henning. Motion passed; 5-0.

The committee conducted interviews with candidates for District 27. Once concluded, the committee discussed each candidate.

Chair Smiar announced that he would like to recommend Zoe Roberts to fill the vacancy with a term ending in April 2020.

A motion was made to move into close session by Supervisor Bates and seconded by Supervisor Henning. Meeting moved into close session.

Kathryn Schauf, Administrator, gave various updates. It was announced that Amanda Twitchell in Human Resources submitted her resignation.

A motion was made to move back into open session.

Supervisor Henning left the meeting at 3:20 p.m.

The committee discussed 19-20/070; a resolution approving alteration of supervisory district boundaries resulting from annexations from the City of Eau Claire and the City of Altoona. County Clerk, Janet Loomis, shared supporting detail. There is no fiscal impact of this resolution.

A motion was made by Supervisor Beckfield; seconded by Supervisor Bates. Motion passed; 4-0.

The committee discussed the EDC. The committee believes the discussion and initiative should be referred to the Committee on Planning & Development. Kathryn will discuss with Corporation Counsel to draft language for the rules of the board change and will revisit in a future meeting.

Chair Smiar adjourned the meeting at 3:45 p.m.

Respectively submitted by,



Samantha Cole

Administrative Specialist III (Department of Administration)



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MEMORANDUM

To: Committee on Administration
From: Samantha Cole
Subject: 2020 Generous Juror Program
Date: November 12, 2019

An email was sent to Department Heads on October 7, 2019 requesting input regarding county programs that could be considered for the 2020 Generous Jurors Program. The following programs were advocated:

Meals on Wheels. The Meals on Wheels program provides a freshly prepared, nutritionally balanced meal to homebound seniors living throughout Eau Claire County. Meals are delivered Monday through Friday by a friendly volunteer or staff person. This program provides two very valuable services to homebound seniors: 1) a warm, prepared from scratch meal and 2) a daily check-in from a volunteer or staff person.

Land Stewardship Committee. The Eau Claire County Land Stewardship Program, created by the County Board in 2010, was formed to protect and preserve key lands that offer recreational opportunities for the public and have significant ecological value for future preservation. Support from the public is crucial to the success of the Land Stewardship Program as there is increasing pressure to develop and fragment lands which threaten our natural resources.

Program Facts

- Program provides an opportunity for Eau Claire County landowners to protect and preserve the natural beauty of their land for future generations
- Managed by the Eau Claire County Land Conservation Division with oversight and direction provided by the Stewardship Subcommittee of the Eau Claire County Land Conservation Commission
- Provides fair and equitable assessment and processing for all potential properties of interest through the *Policy and Procedures for Program Administration*
- Self-funded program through community donations and grants

Our Mission

To provide quality, innovative, and cost-effective services that safeguard and enhance the well-being of residents and resources.

- Separate financial account, as directed by County Code, ensures restricted funds for the Eau Claire County Land Stewardship Program use only

Kids N' Cops Program Since 1991, Kids 'N Cops has united the Eau Claire County Sheriff's Office and other area Law Enforcement Officers with at risk youth between the ages of 4-11. Donations and fundraisers allow the program to create a special experience for these young people. Referrals are received from schools, social service agencies and churches. Officers take the children shopping for essential winter clothing and school items and also let them choose a special toy. The program enables officers, family members and friends to share some Christmas cheer will providing a positive interaction with law enforcement that lasts a lifetime. After the shopping experience, one on one time is spent while sharing lunch and a visit from Santa!

Drug Endangered Children (DEC) The Eau Claire County Drug Endangered Children (DEC) Team's mission is to address the needs of the children in our community who are exposed to and affected by drug or substance abuse by their caregivers. Our goal is to ensure children receive the services, resources and medical care they need to ensure their well-being. The consistent abuse of opiates and the continual increase of methamphetamine abuse in Eau Claire County have triggered a rise in the number of children in out of home care and pregnant mothers that use illegal drugs. Eau Claire County DEC established a committee to better address the issues involving drug endangered children and the impact that drugs have in our community.

The DEC team members operate a Backpack Program, which is geared to compile supplies to provide DEC children with clothing, toiletries, and other essential items after their removal from a drug endangered environment. When a child is removed from a drug endangered environment, they are not able to bring ANY of their personal belongings with them because of contamination. During 2017, the Backpack Program gave out over 100 backpacks to children removed from drug endangered environments and the need for these backpacks continues to increase.

Veterans Service Commission Helps veterans in need pay for rent, bills, utilities, housing, etc. In previous years the Veterans Department has received a grant to receive these funds and cover the costs of helping Veterans where they need it most.

Emergency Weather Radios The Eau Claire Health Department is seeking financial support to purchase weather radios for households who don't have access to emergency weather alerts via cell phones or weather sirens and are unable to afford the purchase of one. **Additional information/request is attached.**

Carbon Monoxide Detectors and Batteries The Eau Claire City-County Health Department is seeking financial assistance from the Generous Jurors Program so that the department may purchase an inventory of carbon monoxide detectors and batteries to be distributed to households in Eau Claire County that are not adequately equipped with such devices. **Additional information/request is attached.**



Generous Jurors Application

The *Eau Claire City-County Health Department Emergency Preparedness Program* is applying for the Generous Jurors Program to purchase weather radios for households who don't have access to emergency weather alerts via cell phones or weather sirens and are unable to afford the purchase of one. Wisconsin had a total of 26 tornadoes and many other severe thunderstorm events so far in 2019 with the most recent one affecting Dunn and Chippewa Counties this past September.

When severe weather strikes, there may only be a short time to make critical decisions. These events cannot be predicted, but precautions can be taken to minimize the danger. Advance warning time is available, if people receive the information and take appropriate action in time. Weather alerts are proven life savers. Unfortunately, there are residents in Eau Claire County that do not have access to life saving weather alerts via weather sirens or cell phone alerts due to where they live. It is estimated that there are 9,367 rural households in Eau Claire County. Rural households many times cannot hear the weather sirens. There are many "dead" areas in our rural county that do not have adequate cell service, therefore residents living in those areas may not receive cell phone weather alerts. Having a weather radio could be a life saving device for these residents.

Eau Claire County is one of the poorest counties in the state of Wisconsin, with 29% of the 9,367 rural households living in Asset Limited, Income Constrained, Employed (ALICE)– households that earn more than the Federal Poverty Level, but less than the basic cost of living. Many of the residents living in these ALICE households may be unable to afford the purchase of a weather radio, making this population highly vulnerable to weather disasters and emergencies.

The Generous Jurors program is a way to help fill this void. All donations will be used to purchase weather radios that will be distributed to households in rural Eau Claire County that do not have access to weather sirens or cell service.

Prepared by: Paulette Magur, Eau Claire City-County Health Department Emergency Preparedness Program Manager



Generous Jurors Application – Carbon Monoxide Detectors and Batteries

The *Eau Claire City-County Health Department (ECCCHD)* is applying for financial assistance from the Generous Jurors Program so that the Department may purchase an inventory of carbon monoxide (CO) detectors and batteries to be distributed to households in Eau Claire County that are not adequately equipped with such devices.

Carbon monoxide is an odorless, tasteless, and invisible gas that is produced and emitted during the burning of many fuels that are used to heat residential buildings in Wisconsin, including natural gas, kerosene, propane, and wood. Improperly ventilated or malfunctioning fuel-burning devices can lead to an accumulation of CO inside residential buildings, garages, and other confined spaces, such as: tents, cabins, RV's, or hunting and fishing shelters. Carbon monoxide is the most common cause of fatal poisoning in the United States and can cause death within minutes when exposure occurs at high levels. On average, carbon monoxide accounts for approximately 500 emergency room visits in Wisconsin each year, according to the Wisconsin Environmental Public Health Tracking Program. However, carbon monoxide poisoning is actually quite preventable when households are properly prepared.

With limited exception, Wisconsin law states that all homes in the state be equipped with functioning carbon monoxide detectors on each floor. Wisconsin law also identifies requirements for the installation of CO detectors in multiple dwelling residential buildings that are dependent upon the proximity of each unit to fuel-burning devices. Unfortunately, these regulations were enacted only a decade ago, after the overwhelming majority of the housing stock in Eau Claire County was constructed. While newer homes are required to be satisfactorily equipped with CO detectors prior to occupancy and many existing households have been brought into compliance with the regulations in the years since they were enacted, many households in Eau Claire County currently fail to meet these requirements.

According to the CDC Community Health Status Indicators, Eau Claire County is in the bottom quartile for high housing costs, poverty, aging housing, and housing stress. Research has shown that these risk factors correlate with a higher risk of inadequate installation and/or improper use of CO detectors. Furthermore, a study conducted in Connecticut concluded that households with an annual income of less than \$26,000 were two times less likely to demonstrate "ideal use" of CO detectors, compared to counterparts with an income of greater than \$26,000 (Johnson-Arbor et al. 2012). In Eau Claire County, over 24% of households fall under this income level, which equates to over 9660 households.

In order to further assess need and assist in remedying this issue in Eau Claire County, *ECCCHD* pursued and was awarded a grant in 2018 to purchase and distribute carbon monoxide detectors to targeted at-risk populations. It quickly became apparent during the implementation of this grant that many more households needed detectors than *ECCCHD* could provide with the available resources. In total, the grant allowed for the purchase and distribution of 315 detectors in Eau Claire County, nearly 100 of which were professionally installed by the *City of Eau Claire Fire Department (ECFD)* through a partnership between the departments. Distribution of detectors was limited to one detector per household to help maximize awareness of the issue to as many households as possible. Due to extremely high demand, the detectors that were purchased with these funds were allocated very quickly. Unfortunately, the limited reach of the grant left many homes to purchase and install additional detectors on their own, while even more households that may be in need received no detectors. *ECCCHD* feels that this project and its developed partnerships could be expanded upon if additional funding was provided through the Generous Jurors Program. All program donations would be used to purchase detectors and batteries that will be

distributed to households in the City of Eau Claire and Eau Claire County that are not adequately equipped with functional CO detectors. Distribution methods may include ECCCHD participation in community outreach events, departmental housing inspections and consultations, local fire departments, and building inspections.

Prepared by: Matt Steinbach, Eau Claire City-County Health Department Environmental Sciences Division Manager

PROCLAMATION

PROCLAIMING EAU CLAIRE COUNTY SCHOOL CHOICE WEEK

WHEREAS, all children in Eau Claire County should have access to the highest-quality education possible; and

WHEREAS, Eau Claire County recognizes the important role that an effective education plays in preparing all students in Eau Claire County to be successful adults; and

WHEREAS, quality education is critically important to the economic vitality of Eau Claire County; and

WHEREAS, Eau Claire County is home to a multitude of high-quality public and on public schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversity our economy, but also enhances the vibrancy of our community; and

WHEREAS, Eau Claire County has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and

WHEREAS, School Choice Week is celebrated across the county by millions of students, parents, educators, schools, and organizations to raise awareness of the need for effective educational options.

NOW, THEREFORE, I, Nick Smiar, chair of the Eau Claire County Board of Supervisors, do hereby proclaim January 26 – February 1, 2020 as Eau Claire County School Choice Week, and I call this observance to the attention to all of our citizens:

PRESENTED: This 3rd day of December 2019.

Nick Smiar, County Board Chair