

AGENDA

Eau Claire County

• Committee on Administration •

Tuesday, June 9, 2020 at 2:30 p.m.

Virtual Meeting via Webex Events

Dial In: 1-415-655-0001 **Access Code:** 923 166 903 **please remain muted when not speaking*

For those wishing to make public comment, you must e-mail Samantha Kraegenbrink at samantha.kraegenbrink@co.eau-claire.wi.us at least 30 minutes prior to the start of the meeting. You will be called on during the public session to make your comments.

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment
4. Review/Approval of Committee Minutes – **Discussion/Action**
 - a. May 12, 2020
5. Strategic plan update / materials / next steps by Kathryn Schauf – **Discussion**
6. File No. 20-21/026: Resolution – Modification to resolution 20-21/017 authorizing the bridge plan related to the Covid-19 pandemic; to create a task force to address issues related to the Covid-19 crisis – **Discussion/Action**
7. File No. 20-21/027: Ordinance – To amend section 4.01.001 of the code: Purpose, to create section 4.02.010 of the code: Adopting the budgetary provisions of Wisconsin Statutes section 59.60 as the County Budget Process – **Discussion/Action**
8. File No. 20-21/028: Ordinance – To amend sections 2.04.485, 2.06.060, and 4.02 of the Code – **Discussion/Action**
9. File No. 20-21/031: Resolution – Authorizing to increase one Administrative Associate III (0.50) to Administrative Associate III (0.625) and abolish (0.50 FTE) Outreach Coordinator – **Discussion/Action**
10. File No. 19-20/109: Amended Resolution – Directing the County Administrator to take significant action steps with the department of Human Services to address budget compliance in the year 2020, proper use of the fund balance and the deficiencies in the department of Human Services Financial Unit – **Discussion/Action**
11. File No. 20-21/030: Resolution: Racism is a Public Health Crisis – **Discussion/Action**
12. Redistricting – **Discussion/Action**
13. Open meeting law as it pertains to meeting attendance via electronic resources - **Discussion**

Prepared by: Samantha Kraegenbrink

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- 6945 (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.

14. Appointments and Resignations – **Discussion/Action**

- a. **Resignation** from the ADRC Board
 - i. Katherine Schneider
- b. **Resignation** from the LEPC Committee
 - i. Deputy Chief Derek Thomas
- c. **Appointment** to the ADRC Board
 - i. Chris Hambuch-Boyle (term expires April 2022)
- d. **Appointment** to the LEPC Committee
 - i. Lieutenant Benjamin Frederick (term expires April 2021)
- e. **Reappointment** to the Board of Land Use Appeals
 - i. Darrin Schwab (term expires June 2023)
 - ii. Gary Eslinger (term expires June 2023)
 - iii. Randall Stutzman (term expires 2023)

15. Set Future Committee Meetings and Items for Discussion

16. Adjourn

Next Regular Meeting – July 14, 2020 at 2:30 p.m.

Prepared by: Samantha Kraegenbrink

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MINUTES

Eau Claire County

• Committee on Administration •

Tuesday, May 12, 2020

2:30 p.m.

Location: Virtual Meeting via Webex Meet

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

Staff: Kathryn Schauf – County Administrator, Samantha Cole – Administrative Specialist III, Tim Sullivan – Corporation Counsel, Norb Kirk – Finance Director, Frank Draxler – Administrative Operations Manager

Others: Chris Hambuch-Boyle, Rob Karwath – Speak your Peace/Strategic Plan Consultant

Chair Smiar called the meeting to order at 2:33 p.m. and confirmed meeting notice.

Roll call was taken via vice vote and noted above under **present**.

No members of the public wished to speak. Direction on how the public could make comment was noted at the top of the agenda and no submissions were received.

The committee reviewed the minutes from April 14, 2020 and May 1, 2020. Chair Smiar asked for a motion to approve the minutes together. Supervisor Bates motioned to approve the minutes as presented; seconded by Supervisor Henning. Minutes were approved as presented by a unanimous voice vote.

The committee interviewed Chris Hambuch-Boyle for vacant supervisory district 16. Chris Hambuch-Boyle left the meeting at 2:47 p.m. Chair Smiar recommended to appoint Chris Hambuch-Boyle to district 16. Supervisor Beckfield motioned to approve the recommendation; seconded by Supervisor Bates. Chair Smiar excluded himself from the vote due to recommendation to self. Motion was approved 4, yes and 1 abstaining (Chair Smiar)

Rob Karwath provided an update and proposed plan of action to the Strategic Plan process. The committee discussed the proposed plan. Input provided to include:

- Strengthen partnerships with community partners
- Enhance the budget survey for more community input
- Figure out ways to take advantage of public opportunities to talk more about what role the County plays

Administrator Schauf provided a general update on the county's Covid-19 response and reminded of the County Taskforce and Community Economic Recovery Taskforce. Administrator Schauf is serving as liaison to Incident Command as the government representative. Continuing to monitor the situation. **Action:** Supervisor Wilkie asks that Chair Smiar requests for the jail captain (Bresina) to provide updates/comments at board meetings regarding jail updates and Covid-19.

Finance Director, Norb Kirk, provided an overview of a proposed budget process and timeline. Provided on screen during the discussion was an excel spreadsheet separating the old process and the new process. The budget process to include Finance & Budget in this capacity was changed in 2017 to compliment a County Administrator's budget. Statutes indicate that when a county has an administrator, the budget is that of the administrators and responsible for submitting to the board. The code advises that the County Administrator must consult with the Finance & Budget Committee regarding the budget. It is expected that the Finance & Budget Committee will present a resolution to correct the current county code to match process. Corporation

Counsel advised that any resolutions/ordinances that may be presented to any committee be reviewed by his office to ensure compliance with state statutes.

Chair Smiar recommended the reappointments of Ricky Strauch and Glory Adams to the Land Conservation Commission and the reappointment of Philip Swanhorst to the County Housing Authority.

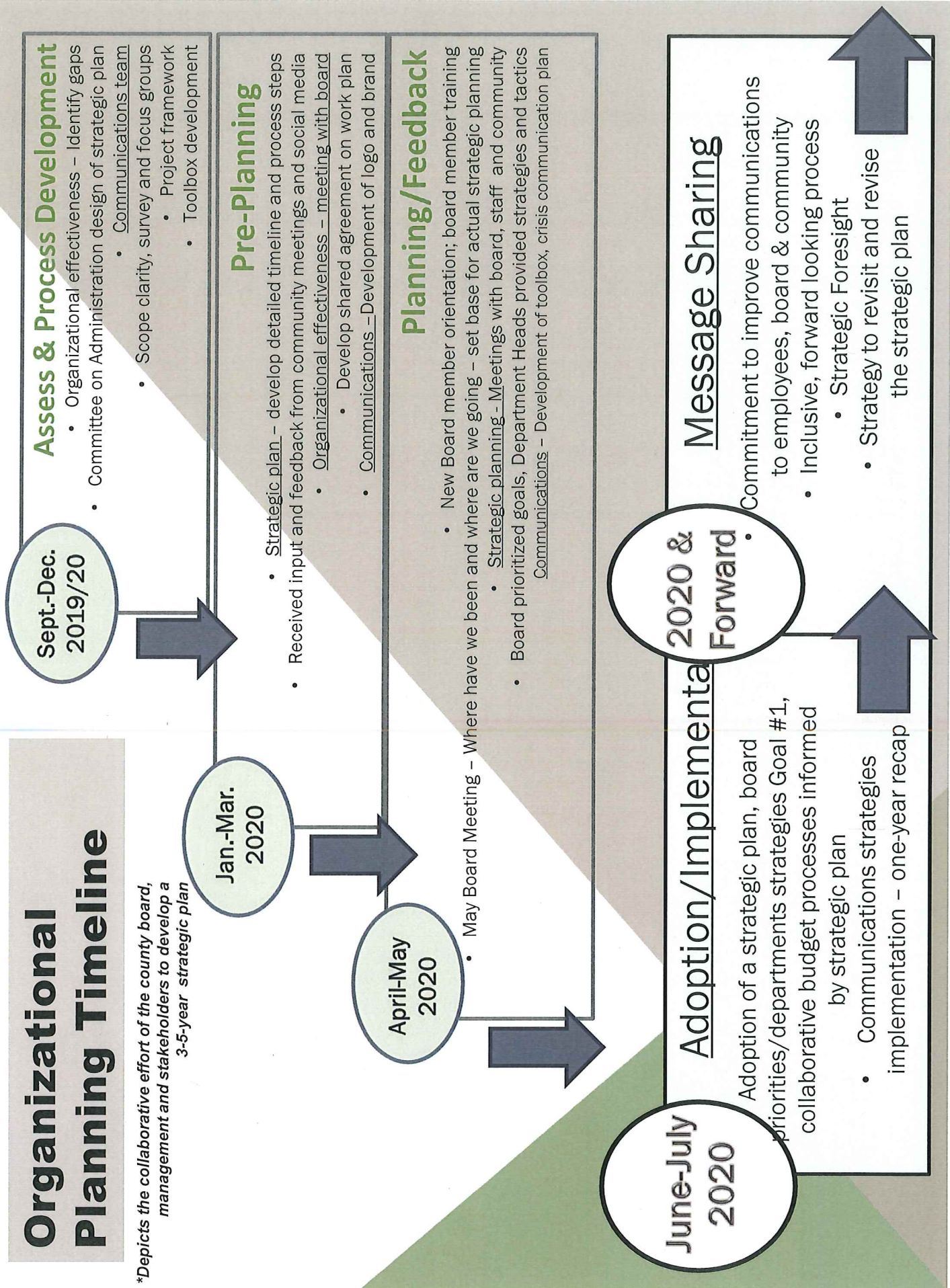
Chair Smiar adjourned the meeting at 3:59 p.m.

Respectfully submitted by,

Samantha Kraegenbrink
Administrative Specialist III – Department of Administration

Organizational Planning Timeline

**Depicts the collaborative effort of the county board, management and stakeholders to develop a 3-5-year strategic plan*





Strategic Plan

For years 2020-2022/24 (length TBD) • Updated June 5, 2020

DRAFT – To be reviewed by the Committee on Administration on June 9. Please note, the County Board revised the **Goals** and **Objectives** on May 18 and the Department Heads reviewed and revised the strategies and added tactics to Goal 1 over the course of three breakout sessions.

Goal 1: Stabilize County Finances and Operations

Objective 1: Develop financial plan examining key data

Strategies:

- **Make projections**
 - Procedures for projecting/estimating budget and expenditures
 - Current fiscal year
 - Next fiscal year
 - Capital
 - Operating
 - Sales tax
 - Cash flow

- **Review commitments and prioritization**
 - Review statutory requirements
 - Prioritize these requirements
 - Develop method(s) for public and Board prioritization on high level
 - Compare tax levy expenditure to other counties

- **Examine timeline for capital projects**
 - Examine timeline for capital planning
 - Plan strategically for years 2-5
 - Additional methods to prioritize capital year 1 and years 2-5

- **Review current financial policies and recommend enhanced or new polices**
 - Debt service
 - Fun balance
 - Capital expenditures vs. operating
 - Prioritization
 - Realistic and accountability
 - Ensuring accessibility of this information



Strategic Plan

For years 2020-2022/24 (length TBD) • Updated June 5, 2020

Objective 2: Develop operations and staffing plan supported by conservative revenue projections

Strategies:

- **Assess and enhance cost-effective and time efficient processes across all operations**
 - County-wide/cross-departmental review overseen by:
 - County Board
 - Administration
 - Departments
 - Department-by-Department reviews overseen by:
 - Departments
 - Administration
 - In all reviews, focus on changes with most impact
- **Examine technology needs and implement improvements to achieve best practices**
 - IT Department
 - All other departments
 - Administration
- **Optimize staffing and service delivery, eliminating artificial “silos”**
 - Build cross-departmental teams to understand work of all departments and to share work among departments
 - Cross train county employees, where appropriate, to increase functionality and eliminate duplication
 - Support revival and expansion of shared services efforts
 - With other units of local government
 - With other partners (for profit, nonprofit, trade groups, associations, etc.)
 - Continue to support the relationships and building of trust that was attained in the Operational Effectiveness training
- **Search for opportunities to eliminate costs and increase revenues/resources**
 - Develop a blue-sky innovation committee of cross-department members to propose ideas
 - Support innovation
 - Examine best practices in operation at other units of government



Strategic Plan

For years 2020-2022/24 (length TBD) • Updated June 5, 2020

Objective 3: Develop and execute communications plans, regularly sharing information with stakeholders

Strategies:

- **Identify stakeholder groups (internal and external) and their information needs**
 - Departments and administration solicit and gather
 - County Board members solicit and gather
 - Communication team solicits and gathers
 - Communication team assembles complete list of stakeholders and needs, with input from all sources above

- **Ensure that adequate information with sufficient/"memorable" context is available and widely known to meet stakeholder needs**
 - Departments and administration gather information and context
 - County Board gathers information and context
 - Communication team gathers and shares information and context, including content from all sources above

- **Provide ongoing education (to the public) about County government, its role, and its decisions**
 - Communication team primarily responsible for this initiative, with input and involvement of:
 - Departments and administration
 - County Board
 - Continue public forums/townhalls or methods of outreach to the community

- **Integrate Speak your Peace: The Civility Project into all communications and sharing (two-way discussions) with stakeholders**

Goal 2: Enhance communities and the quality and equity of citizens' lives

Objective 1: Optimize residents' health and safety

Strategies:

- Improve mental health services to vulnerable and at-risk populations
- Improve how health outcomes are reported, using data to enhance services
- Provide cost-effective and efficient public safety services



Strategic Plan

For years 2020-2022/24 (length TBD) • Updated June 5, 2020

- Work with partners to provide a safe community during the pandemic and assist the community with recovery
- Provide a safe environment for employees and public
- Work with partners to provide solutions root problems such as: affordable housing, homelessness, unemployment, and a voice of equity.

Objective 2: Protect and enhance our natural resources

Strategies:

- Maintain and improve access to parks, forests, and recreational areas to meet demand
- Protect and enhance the quantity and quality of potable ground water
- Continue to support carbon neutrality
- Promote sound land decisions
- Support efforts to improve lake access and quality

Objective 3: Provide and improve broadband services to rural parts of the county

Strategies:

- Identify locations lacking broadband service
- Seek partnerships and innovative solutions
- Seek other communities' best practices and models
- Develop metrics showing data and the increases of services
- Initiate "one-stop construction," installing fiber whenever construction occurs

Goal 3: Position county for economic development

Objective 1: Review existing resources and identify gaps for economic development

Strategies:

- Summarize and share current processes for economic development
- Determine county role and function
- Develop a plan to pursue economic development that are resilient and sustainable in a changing marketplace

FACT SHEET

TO FILE NO. 20-21/026

This resolution modifies resolution 20-21/017 which was adopted by the Board of Supervisor at the May 5, 2020 meeting. The modification creates additional language of: “*with a commitment to building equity, diversity, and inclusion in all our financial and operational solutions and paths forward*” to the “WHEREAS” starting on line 24. The full “WHEREAS” now reads as follows:

WHEREAS, a Task Force will provide a mechanism to identify issues and create solutions to the financial needs of the county during this current crisis and into the future with a commitment to building equity, diversity, and inclusion in all our financial and operational solutions and paths forward; and,

Respectfully submitted,

Timothy J. Sullivan
Corporation Counsel

TS/yk

2
3 **MODIFICATION TO RESOLUTION 20-21/017 AUTHORIZING THE BRIDGE PLAN**
4 **RELATED TO THE COVID-19 PANDEMIC; TO CREATE A TASK FORCE TO**
5 **ADDRESS ISSUES RELATED TO THE COVID-19 CRISIS**
6

7 WHEREAS, On March 24, 2020 Governor Tony Evers through the State Department of
8 Health Services issued the “Safer at Home Order,” also known as Executive Order #12 in response
9 to the worldwide Coronavirus (COVID-19). The Safer at Home Order requires all non-essential
10 businesses to close and restricts travel in the state of Wisconsin; and,
11

12 WHEREAS, as a result of the COVID-19 pandemic thousands of workers in the state of
13 Wisconsin are now unemployed, businesses are closed, and many services provided by
14 governmental agencies such as Eau Claire County have been greatly reduced or restricted; and,
15

16 WHEREAS, the negative impact on the county’s revenue stream will require the county to
17 review its operating costs including but not limited to a reduction in staff levels and services so that
18 it can bridge the projected loss of revenue; and,
19

20 WHEREAS, the bridge plan is an initial financial fiscal strategy to provide time for a task
21 force to be created to work through the changes needed to cover the impending loss of revenue; and,
22

23 WHEREAS, a task force will provide a mechanism to identify issues and create solutions to
24 the financial needs of the county during this current crisis and into the future with a commitment to
25 building equity, diversity, and inclusion in all our financial and operational solutions and paths
26 forward.
27

28 NOW THEREFORE, BE IT RESOLVED the Eau Claire County Board of Supervisors
29 ratifies the bridge plan created by the County Administrator and County Board Chair in consultation
30 with department heads.
31

32 BE IT FURTHER RESOLVED, that a task force consisting of the County Administrator, the
33 County Finance Director, The Director of Human Resources, The Corporation Counsel, the Chair of
34 the County Board, The Chair of the Finance and Budget Committee, and the Chair of the Human
35 Resources Committee is hereby created to identify issues and create solutions created by the
36 reduction in revenue as a result of the COVID-19 crisis. The task force shall not exist past
37 December 31, 2021, unless otherwise extended by a resolution of the Board. The task force shall
38 provide an update to the Eau Claire County Board on no less than a monthly basis, concerning the
39 issues identified, the actions taken to resolve those issues, and any proposals that will need to be
40 acted on by the County Board of Supervisors.
41

42 I hereby certify that the foregoing
43 correctly represents the action taken by the
44 undersigned committee on June 9, 2020 by
45 a vote of ____ for and ____ against.
46
47
48

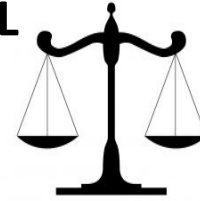
49 _____
50 Nick Smiar, Chair
Committee on Administration



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CORPORATION COUNSEL**

*Sharon G. McIlquham
Richard A. Eaton
Charles R. Ellefsen, III*

CORPORATION COUNSEL

Timothy J. Sullivan

June 2, 2020

FACT SHEET ORDINANCE 20-21.027

This ordinance makes modifications to Chapter 4.02 of the Eau Claire County Code, Budgetary Procedures, by adopting the language of Wis. Stats. §59.60 as the budgetary procedure for Eau Claire County.

Wis. Stats. Allows counties with a population of less than 750,000 and with either a county executive or county administrator to adopt the budgetary procedures of this section of the statutes. This proposed ordinance adopts the language of §59.60 that is not otherwise reserved for counties with a population of 750,000 or more.

A summary of the budgetary process that would be created if the board adopts this ordinance is as follows:

1. By July 15th departments will submit to the finance director and the county administrator their proposed budgets and capital improvements for the following year.
2. By August 15th, the finance director will submit to the county administrator and the board a compilation of the budget estimates and other information concerning the financial status of the county.
3. Following receipt of the budget estimates the county administrator will hold public hearings with the department heads (or their designee) concerning the proposed budgets. It is anticipated that this will be done during the meetings of the supervising committees.
4. Prior to October 1st the county administrator will submit to the board the amended budget known as the "county administrator's budget"
5. The board shall then refer the budget to the finance and budget committee who will then publish a notice that contains a summary of the proposed budget along with a date time and place for a public hearing with the county board. After the conclusion of the hearing, that is to take place prior to November 1st, the finance and budget committee shall submit to the board its recommendations for amendment to the county administrator's budget, if any.
6. At or before the annual meeting, the board shall adopt the budget with such changes as it considers proper and advisable.

Timothy J. Sullivan
Corporation Counsel

2
3 **TO AMEND SECTION 4.02.001 OF THE CODE: PURPOSE, TO CREATE SECTION**
4 **4.02.010 OF THE CODE: ADOPTING THE BUDGETARY PROVISIONS OF**
5 **WISCONSIN STATUTES SECTION 59.60 AS THE COUNTY BUDGET PROCESS**
6

7 WHEREAS, Eau Claire County is subject to Home rule pursuant to Wisconsin Statutes
8 §59.03(1) that *“every county may exercise any organizational or administrative power, subject*
9 *only to the constitution and to any enactment of the legislature which is of state wide concern and*
10 *which uniformly affects every county;”* and,
11

12 WHEREAS, Consistent with the language of Wis. Stat. §59.18, Eau Claire County has
13 created Chapter 2.06 of the Eau Claire County Code that creates the position of County
14 Administrator; and,
15

16 WHEREAS, Wisconsin Statutes §59.60 “Budgetary procedures in certain counties”
17 authorizes *“any county with a county executive or county administrator may elect to be subject to*
18 *the provisions of this section; and,*
19

20 WHEREAS, Eau Claire County Code Chapter 4.02 “Budgetary Procedure” provides
21 limited guidance as to the budgetary procedure for the Eau Claire County Board of Supervisors,
22 the County Administrator, and the County Departments.
23

24 THE COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:
25

26 SECTION 1. That Section 4.02.001 of the code is amended to read:
27

28 4.02.001 Purpose. This chapter shall establish the process whereby on an annual basis the
29 county board shall establish its budget for county operations. Except as otherwise provided, ~~all~~ the
30 county board and its committees and all county departments shall follow the procedure set forth in
31 this chapter.
32

33 SECTION 2. That Section 4.02.010, consistent with the language of Wisconsin Statutes
34 §59.60, of the code be created to read:
35

36 4.02.010 Adopting the budgetary provisions of Wisconsin Statutes Section 59.60 as the
37 County Budget process.

38 A. Definitions.

39 1. “Budget period” means an annual budget.

40 2. “Department” includes all county departments, boards, commissions,
41 institutions, offices, and other agencies of the county government for which funds may be legally
42 appropriated.

43 3. “Fiscal Year” the fiscal year is the calendar year.

44 B. Accounting and budgeting procedure. Every accounting and budgeting procedure
45 that is applied under this section shall comply with generally accepted accounting principles for
46 government as promulgated by the governmental accounting standards board or its successor
47 bodies or other authoritative sources.
48

1 C. Submission of budget requests. On or before the date that the county
2 administrator specifies, but not later than July 15, each department shall submit to the county
3 finance director and the county administrator in the form that the finance director specifies:

4 1. The department's estimated revenues and expenditures for the fiscal year
5 for the ensuing budget period.

6 2. The estimated cost of any capital improvements pending or proposed for
7 the ensuing fiscal year and for the next 5 fiscal years.

8 3. Any other information that the finance director requests.

9 D. Compilation of budget requests. Not later than August 15 of the year in which the
10 budget is enacted, the county finance director shall submit to the county administrator and to the
11 board:

12 1. The budget estimates of each department.

13 2. A statement of principal and interest becoming due on outstanding bonds
14 and on other financial obligations.

15 3. An estimate of all other expenditures, including proposed expenditures on
16 capital improvements that are not financed by bonds.

17 4. An estimate of anticipated issues of new bond obligations during the
18 ensuing fiscal year, plus a statement of the funds required for maturities and interest payments on
19 these issues.

20 5. An estimate of funds required as an appropriation for contingencies.

21 6. An estimate of revenue from all other sources.

22 7. A complete summary of all the budget estimates and a statement of the
23 property tax levy required if funds were appropriated on the basis of these estimates. In
24 determining the property tax levy required, the finance director shall deduct from the total
25 estimated expenditures the estimated amount of revenue from sources other than the property tax
26 levy and shall deduct the amount of any surplus at the close of the preceding fiscal year not yet
27 appropriated. The board, by two-thirds vote, may adopt a resolution before the adoption of the
28 tax levy authorizing the use of the surplus fund in whole or in part as a sinking fund for the
29 redemption or repurchase of bonds or to provide funds for emergency needs under paragraph H.,
30 but for no other purposes.

31 E. County administrator review and budget.

32 1. The county administrator shall review the estimates of expenditures and
33 revenues and hold public hearings on such estimates at which the head or a representative of
34 every county department shall appear and give information with regard to the appropriations
35 requested, including work programs, other justification of expenditures, and other data that the
36 county administrator requests. The county administrator shall make changes in the proposed
37 budget that in the Administrator's discretion are considered desirable or proper.

38 2. On or before October 1, and after the hearings required under paragraph
39 E.1., the county administrator shall submit the amended proposed budget to the board. The
40 amended proposed budget shall be the administrator's budget and shall include all of the
41 following:

42 a. A simple, clear, general summary of the detailed contents of the
43 budget.

44 b. A comparative statement by organization unit and principal object
45 of expenditure showing the actual expenditures of the preceding fiscal year, the appropriations

1 and estimated expenditures for the fiscal year currently ending, and the recommended
2 appropriations for the budget period next succeeding.

3 c. A comparative statement of the actual revenues from all sources
4 including property taxes during the preceding fiscal year, the anticipated revenues and the
5 estimated revenues for the fiscal year currently ending, and the anticipated revenues for the
6 budget period next succeeding including any surplus from the preceding fiscal year not otherwise
7 appropriated under paragraph H.

8 3. The anticipated revenues for the budget period next succeeding shall be equal
9 in amount to the recommended appropriations.

10 4. The administrator's budget shall be accompanied by a message prepared by the
11 county administrator which shall outline the important features of the budget plan and indicate
12 any major changes in policy or in recommended appropriations or revenues as compared with the
13 fiscal year currently ending, and shall set forth the reasons for such changes.

14 F. Publication of budget and public hearing. The board shall refer the administrator's
15 budget to the finance and budget committee and such committee shall publish as a class 1 notice,
16 under Wis. Stats. Chapter 985, a summary of the administrator's budget and comparative figures
17 together with a statement of the county's bonded indebtedness, in the daily newspaper having the
18 largest circulation in the county, and shall make available to the general public reprinted copies
19 of the summary as published. The publication shall also state the date, hour, and place of the
20 public hearing to be held by the board on such administrator's budget. The board shall, not
21 fewer than 14 days after publication of the summary of the executive's or administrator's budget,
22 but not later than the first Monday in November of each budget period and prior to the adoption
23 of the property tax levy, hold a public hearing on such administrator's budget, at which time
24 citizens may appear and express their opinions. After such public hearing, the finance and
25 budget committee shall submit to the board its recommendations for amendments to the
26 administrator's budget, if any, and the board shall adopt the budget with such changes as it
27 considers proper and advisable.

28 G. Transfers of appropriations.

29 1. At the request of the head of any department, and after receiving the
30 recommendation of the county administrator, the finance and budget committee may, at any
31 time during the budget period, transfer any unencumbered appropriation balance or portion
32 thereof between principal objects of expenditures within a department; but no transfers shall be
33 made of appropriations originating from bond funds unless the purpose for which the bonds were
34 issued has been fulfilled or abandoned. If the county administrator fails to make a
35 recommendation within 10 days after the submission of a request for transfer, the finance and
36 budget committee may act upon the request without his or her recommendation. If more than one
37 department is under the jurisdiction of the same board or commission or under the same general
38 management, the group of departments may be considered as though they were a single unit with
39 respect to transfers of appropriations within the group.

40 2. Upon the recommendation of the finance and budget committee and by
41 resolution adopted by a majority of the members present and voting at any meeting, may transfer
42 any unencumbered appropriation balance or portion thereof from one department or account to
43 another at any time during the following:

44 a. The first 9 months of the fiscal year, if another unit of government
45 fails to appropriate moneys which the board anticipated and appropriated to that department or

1 account when the board adopted the budget. The amount of money transferred under this
2 subdivision may not exceed the amount of money which that other unit of government fails to
3 appropriate.

4 b. The last 3 months of the fiscal year.

5 3. Paragraph 2 does not apply to an appropriation which is irrevocable by
6 law.

7 H. Appropriations, supplemental and emergency.

8 1. At the request of the head of any department and after review and
9 recommendation by the finance and budget committee, the board, by resolution adopted by a
10 vote of two-thirds of the members-elect of the board, may transfer from the contingency
11 appropriation into any other appropriation or create a new appropriation for any legal county
12 purpose if any unforeseen condition requires an appropriation of funds during the budget year.
13 The board may make supplemental appropriations for the year up to the amount of the additional
14 revenue and surplus so certified to meet a public emergency affecting life, health, property or the
15 public welfare, if the finance director certifies that any of the following funds are available for
16 appropriation:

17 a. Revenues that are received from sources not anticipated in the budget
18 that year.

19 b. Revenues that are received that exceed budget estimates.

20 c. Unappropriated surplus funds from the preceding fiscal year.

21 2. An appropriation under par. 1. may be made only by resolution adopted by
22 a vote of two-thirds of the members-elect of the board. To the extent that unappropriated funds
23 or realized revenues in excess of anticipated revenues are unavailable to meet the emergency, the
24 board may, by resolution adopted by three-fourths of the members-elect, issue tax anticipation
25 notes under Wis. Stats § 67.12. Notice of intent to make supplemental appropriations from
26 revenues or surplus or to issue tax anticipation notes shall be published as a class 1 notice, under
27 Wis. Stats. Ch. 985, in the daily newspaper having the largest circulation in the county, not less
28 than 6 days prior to the hearings before the finance and budget committee of the board in regard
29 to these matters.

30 I. Ordinance increasing salaries; new positions; when effective. No ordinance or
31 resolution authorizing the creation of new or additional positions or increasing salaries shall
32 become effective in any budget period until an appropriation of funds for such purpose is made
33 or the ordinance or resolution contains a provision for the transfer of funds if required. All such
34 ordinances or resolutions which do not require an appropriation or transfer of funds shall state
35 therein the specific account or accounts in which funds are available for such purposes.

36 J. Lapse of appropriations. Every appropriation excepting an appropriation for a
37 capital expenditure, or a major repair, shall lapse at the close of the fiscal year to the extent that it
38 has not been expended or encumbered. An appropriation for a capital expenditure or a major
39 repair shall continue in force until the purpose for which it was made has been accomplished or
40 abandoned. The purpose of such appropriation for any capital expenditure or a major repair shall
41 be considered abandoned if 3 years pass without any expenditure from, or encumbrance of, the
42 appropriation concerned.

43 K. Payments and obligations prohibited; certifications; penalties. No payment may be
44 authorized or made, and no obligation incurred against the county unless the county has
45 sufficient appropriations for payment. No payment may be made or obligation incurred against

1 an appropriation unless the finance director first certifies that a sufficient unencumbered balance
2 is or will be available in the appropriation to make the payment or to meet the obligation when it
3 becomes due and payable. An obligation incurred and an authorization of payment in violation
4 of this subsection is void. A county officer who knowingly violates this subsection is jointly and
5 severally liable to the county for the full amount paid. A county employee who knowingly
6 violates this subsection may be removed for cause. This subsection does not prohibit contracting
7 for capital improvements being financed wholly or partly by the issuance of bonds or prevent the
8 making of a contract or lease providing for the payment of funds at a time beyond the end of the
9 fiscal year in which the contract or lease is made. The board shall make or approve by resolution
10 each contract, lease or other obligation requiring the payment of funds from the appropriations of
11 a later fiscal year or of more than one fiscal year.

12
13
14 ENACTED:

15
16
17 _____
18 _____
19 _____
20 _____
21 _____
22 _____
23 _____
24 _____
25 _____
26 Committee on Administration Committee on Finance & Budget

27
28 TJS/yk

29
30 Dated this _____ day of _____, 2020.
31
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Fact sheet
Ordinance 20-21/028

Wisconsin Statute §59.03(1) provides counties with “Administrative Home Rule” which permits counties “to exercise any organizational or administrative power.” This means that a county can promulgate procedures within the county as long as those procedures do not violate the state constitution or violate any state-wide law.

The changes being proposed here are not procedural changes. These are all practices that have been exercised by this county for several decades but were either not adequately codified or possibly modified in the County Code.

Chapter 2.04.485 Committee on Finance and Budget. The current code does not accurately reflect the duties and expectations of the committee. In practice, the committee develops fiscal policy, participates in the development of the budget, and holds public input sessions. These changes merely codify the duties of the committee.

Chapter 2.06.060 Budget Preparation and Execution. These changes conform to statute and to the budgetary procedure delineated in 4.02.

Chapter 4.02 Budgetary Procedure. These paragraphs follow Wis. Stat. §59.60, the Wisconsin Counties Association recommended budgeting procedures, and the history and practice of Eau Claire County during budget development. Some changes are being made to streamline the process for departments.

Jointly submitted,

Robin Leary and Stella Pagonis

2 **TO AMEND SECTION 2.04.485 OF THE CODE: COMMITTEE ON FINANCE AND**
3 **BUDGET; 2.06.060 OF THE CODE; BUDGET PREPARATION AND EXECUTION;**
4 **AND CHAPTER 4.02 OF THE CODE: BUDGETARY PROCEDURE**

5 **SECTION 1**

6 2.04.485 Committee on finance and budget.

7 A. The committee shall be responsible to the county board for the departmental policy and
8 oversight of the following: 1. County treasurer; 2. Finance director; 3. County clerk.

9 B. The committee shall have ~~the following~~ the duty to oversee the fiscal health of the county.
10 The committee’s powers and duties shall include but not be limited to:

11 1. Review and participate in the development of the annual budget as provided in Chapter
12 4.02.

13 2. Hold public input hearings on the development of the annual budget.

14 3. Monitor and make recommendations regarding departmental budget compliance
15 throughout the fiscal year.

16 4.. Establish county fiscal policies and strategies.

17 ~~4. 5.~~ Examine and settle all claims, demands or causes of action against the county referred
18 thereto by the county clerk as provided in Chapter 4.90.

19 ~~2. 6.~~ Exercise control over all non-tax deeded land acquired by the county through any of its
20 departments, agencies, officials and employees. The committee shall refer all land acquisitions to
21 appropriate governing committees whenever such lands abut or adjoin lands under the control of
22 any such committee. No county official or employee may acquire, purchase or accept any land
23 on behalf of the county without the prior written permission of the finance and budget committee
24 except as otherwise provided by law. The county clerk, acting under the supervision of the
25 committee, is hereby empowered to manage and sell all non-tax deed lands owned by Eau Claire
26 County, subject to approval of the County Board consistent with provisions of Chapter 4.20.

27 3. 7. Examine and settle all accounts, invoices, and expenditures of the county as determined
28 on a pre-audit basis by the finance director and administer Chapter 1.22.

29 ~~8.~~ Evaluate and consider the county’s fund balance consistent with county policy.

30 C. The committee shall submit a written report to the board of its action on any claim under
31 4.90.020 C.

32 **SECTION 2.**

1 2.06.060 Budget preparation and execution. Pursuant to Wis. Stat. §59.18(5) .60 and pursuant to
2 Chapter 4.02, the county administrator shall submit ~~is responsible for submission of~~ the annual
3 budget to the board. The county administrator will ~~consult~~ collaborate with the committee on
4 finance and budget regarding procedures, format and priorities in the preparation of the budget as
5 required under Chapter 4.02.

6 **SECTION 3.**

7 Chapter 4.02 BUDGETARY PROCEDURE

8 4.02.001 Purpose. Consistent with Wis. Stat. §59.60, ~~t~~This chapter shall establish the process
9 whereby on an annual basis the county board shall establish its budget for county operations.
10 Except as otherwise provided, all county departments shall follow the procedure set forth in this
11 chapter. (Ord. 138-113, 1995; Ord. 80-81/93 Sec.1(part), 1980).

12 4.02.010 Compilation of Budget Requests. Not later than August 15 of the year in which the
13 budget is enacted, consistent with the guidelines, the director of each department shall submit to
14 the county administrator and to the board a) the budget estimate of the department's operating
15 budget, including an estimate of both revenues and expenditures; b) an estimate of the
16 department's capital improvements; and a performance review of the department by program.

17 4.02.020 Departmental Budget Review. Departmental budgets shall be completed and reviewed
18 ~~by governing committees~~ and submitted to the finance director by August 20. This deadline may
19 only be extended by written authorization of the county administrator. After such submission,
20 the county administrator shall hold public hearings with the department head or a representative
21 of the department, in conjunction and cooperation with the department's governing committee
22 and the committee on finance and budget. The department head shall appear and give
23 information with regard to the appropriations requested, including programs and other
24 justification of expenditures, and other data that the county administrator may request. The
25 administrator may make changes the administrator deems proper.

26 4.02.030 Submission of the Annual Budget. On or before October 1, the county administrator
27 shall submit the proposed county administrator's budget to the board.

28

29 4.02.040 Referral to the Committee on Finance and Budget. The county board shall refer the
30 administrator's budget to the committee on finance and budget for publication as a class 1 notice
31 with a summary of the administrator's proposed budget. The committee shall hold public
32 hearings. After such public hearings, the committee on finance and budget shall submit to the
33 board its recommendation for amendments to the administrator's budget.

34 4.02.050 User fee schedules.

35 A. All county user fees for the utilization, rental or leasing of county facilities, for the provision
36 of county services and for the issuance of permits and licenses shall be established in the code of

1 general ordinances and shall properly reflect the costs incurred by the county. The committee on
2 finance and budget shall annually review these user fees and recommend to the county board at
3 its 2nd meeting in October the enactment or amendment of user fee schedules for the ensuing
4 fiscal year.

5 B. So as to enable the committee to comply with A., each department which lets or rents out
6 county facilities subject to its control, provides the public with direct services or issues licenses
7 or permits shall no later than September 1st annually submit to the county administrator a
8 schedule of proposed user fee amendments or enactments. The county administrator shall review
9 these and submit each department's proposal, along with his or her analysis, to the committee for
10 its review and approval.

11 C. This section shall not be construed to apply to any such fees established for any department
12 by, or pursuant to, state or federal law or regulation or for labor rates and fringe benefit rates
13 established by county labor agreements. (Ord. 141-92, Sec. 51, 1998; Ord. 80-81 193, Sec. 1
14 (part), 1980).

15 4.02.060 Budget books. Budget books shall be provided to supervisors ~~at least 2 weeks~~ not fewer
16 than 14 days prior to the public hearing on the proposed budget. (Ord. 135-75, 1992)

17 4.02.070 County Board public hearing, review and approval. The county board shall hold a
18 public hearing on the annual budget meeting at which time the citizens may appear to express
19 their opinions. After such public hearing, the county board shall deliberate the annual budget and
20 consider the amendments presented by the committee on finance and budget. Any additional
21 amendments must be presented and voted upon as individual items by the county board.

22

FACT SHEET

TO FILE NO.

ADRC-IS Joint Request

We are bringing forward a recommendation to increase an Administrative Associate III position within the IS department, five hours per week, to assist the ADRC with newsletter production and website administration. The FTE will be increased from .50 to .625 within the Information Systems Department. The additional .125 FTE will be paid by the ADRC.

Background and Facts

To balance the ADRC's 2020 budget, we reduced an Outreach Coordinator position from 1.0 FTE to .50 FTE. We redistributed many of the Outreach Coordinator duties within the ADRC, except for website administration and newsletter formatting and production. In collaboration with the IS Department, we were able to get assistance from their part time (20 hours/wk) Administrative Associate III position. The duties the ADRC needs assistance with match closely with the skill set required of the Admin Associate position and the cross-department collaboration has proven to optimize staffing and service delivery. If approved, our intent would be to eliminate the remaining .50 FTE Outreach Coordinator position.

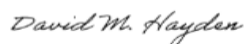
Fiscal Impact

ADRC will be funding the additional five hours per week with ADRC grant funds, Medical Assistance match and tax levy. The difference in pay/benefits of an Outreach Coordinator at 20 hours per week vs Admin Associate III at five hours per week is \$19,137 less, an overall reduction of \$10,334 in tax levy.

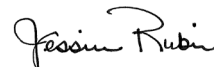
Respectfully submitted,



Linda Struck
ADRC Director



Dave Hayden
IS Director



Jessica Rubin
Human Resources Director

4 - AUTHORIZING TO INCREASE ONE ADMINISTRATIVE ASSOCIATE III (0.50) TO
5 ADMINISTRATIVE ASSOCIATE III (0.625) AND ABOLISH (0.50 FTE) OUTREACH
6 COORDINATOR -

7 WHEREAS, the Eau Claire County Code of General Ordinances requires that all regular positions or
8 changes therein be submitted to the Board for authorization; and

9
10 WHEREAS, at its regularly scheduled meeting on June 9, 2020, the committee on administration
11 approved a request from the Information Systems Department to increase the full time equivalency (FTE)
12 of one .50 FTE Administrative Associate III position by 5 hours per week, or .125 FTE, to .625 FTE; and

13
14 WHEREAS, at its regularly scheduled meeting on July 13, 2020, the ADRC Board approved a request
15 from the Information Systems Department and ADRC to allocate the 5 hours per week, or .125 FTE, to the
16 Aging and Disability Resource Center’s budget; and

17
18 WHEREAS, at its regularly scheduled meeting on July 13, 2020, the ADRC Board approved to abolish
19 0.5 FTE Outreach Coordinator; and

20
21 WHEREAS, the change of this position will have no changes to overall budget, though will save the
22 ADRC \$10,334.

23
24 NOW, THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors hereby
25 approves to increase the FTE of one Administrative Associate III in the Information Systems Department
26 from .50 FTE to .625 FTE and abolish the Outreach Coordinator (.50 FTE).

27
28 ADOPTED:

29 _____
30 Committee on Administration, Chair

31 _____
32 ADRC Board, Chair

33 _____
34 Committee on Human Resources, Chair

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43 Dated this ____ day of ____,2020.

44
45
46 /SB

Fact Sheet

Amended Resolution File No. 19-20/109

The following changes to resolution 19-20/109 were made by the Finance and Budget Committee.

Line 4 deleted- ENSURE BUDGET COMPLIANCE IN THE YEAR 2020

Inserted- ADDRESS BUDGET COMPLIANCE IN THE YEAR 2020, PROPER USE OF THE FUND BALANCE AND THE DEFICIENCIES IN THE DEPARTMENT OF HUMAN SERVICES FINANCIAL UNIT

Line 16 inserted- WHEREAS, the county board acknowledges that methamphetamine abuse has placed more demand on many of the county departments such as Human Services, Courts, Corporation Counsel, Sheriff's Department, Jail, Health Department, and District Attorney; and,

Line 19 inserted- and timely and accurate financial reports; and,

Line 23 deleted- the preliminary report for the year 2019 shows a deficit of \$2,180,909;

Inserted-most recent corrected report for the year 2019, a deficit of \$3,359,653. The administrator has stated she does not support a department operating with a practice of a "manageable deficit." This practice relies on the ongoing use and draining of the fund balance; and

Line 38 Inserted- and now the pandemic

Line 43 deleted-As, such, it may be beneficial to determine if the fiscal division of the Department of Human Services combined with the County Finance Department would be more cost-effective and improve fiscal reporting.

Inserted with-Further, a material misstatement of revenues has occurred in the DHS financial reporting. As such, it warrants determining if the finance division of the Department of Human Services combined with the County Finance Department would be more cost-efficient and provide accurate and timely financial reporting.

Line 48 deleted-to make sure there is compliance with the 2020 adopted budget; and,

Inserted-complies with 2020 adopted budget, proper use of the fund balance, and posting timely accurate monthly financial reports.

Line 51 deleted-BE IT FURTHER RESOLVED, the County Administrator is authorized to place any vacant positions on hold, or delay hiring for newly approved positions in the Department of

Human Services; and, (This was addressed when the board approved “Bridge Resolution” which placed all open county positions on hold pending review.)

Inserted- BE IT FURTHER RESOLVED, the Administrative Committee, Finance and Budget Committee, and Human Services Board shall conduct joint quarterly reviews of the Department of Human Services'. The quarterly review shall include financial reports, service delivery data, mitigation plans, and other relevant items as determined with a consent agenda by the chairs of the committees.

Inserted- BE IT FURTHER RESOLVED, the county board reaffirms the purposes of a fund balance ("rainy day fund") is to assist with the bond rating and cash flow, one time unanticipated outlays. Such as unforeseen immediate capital needs unexpected state/federal funding cuts, disasters, pandemic, and revenue shortfalls created by a significant economic downturn.

Line 5, page2 Deleted- of Department of Human Services Board and the Committee on Finance and Budget any administrative tool that is also required to be brought before the county board for approval, to fulfill the expectation of a Department of Human Services net-zero deficit in the year 2020; and,

Inserted-Committee on Administration and the Committee on Finance and Budget any administrative tool that requires county board approval, to fulfill the expectation that the Department of Human Services remains within their 2020 budget, proper use of the fund balance and timely and accurate accounting. The county board understands overages clearly caused by COVID 19 will be taken into consideration.

Deleted line 9, page 2- the county administrator shall either conduct an in-house evaluation or contract for an outside evaluation to determine if the Department of Human Services' fiscal unit should be combined with the County Finance Department.

Inserted- the County Administrator shall contract for an outside evaluation to determine if the Department of Human Services' finance unit should be combined with the County Finance Department and supervised by the Finance Director.

2
3 DIRECTING THE COUNTY ADMINISTRATOR TO TAKE SIGNIFICANT ACTION STEPS
4 WITH THE DEPARTMENT OF HUMAN SERVICES TO ADDRESS BUDGET
5 COMPLIANCE IN THE YEAR 2020, PROPER USE OF THE FUND BALANCE AND THE
6 DEFICIENCIES IN THE DEPARTMENT OF HUMAN SERVICES FINANCIAL UNIT
7

8 WHEREAS, the County Administrator, the County Finance Director, governing
9 committees and the Finance and Budget Committee all have the responsibility to provide fiscal
10 oversight, support adherence to the adopted budget, and report to the County Board; and,
11

12 WHEREAS, among other things, the County Administrator administers the county
13 budget and works with departments to remain in compliance with the adopted budget. The board
14 understands many departments have budget areas of risk. The administrator and department
15 heads are required to take all possible corrective action when departments are exceeding their
16 budget; and,
17

18 WHEREAS, the county board acknowledges that methamphetamine abuse has placed
19 more demand on many of the county departments such as Human Services, Courts, Corporation
20 Counsel, Sheriff's Department, Jail, Health Department, and District Attorney; and,
21

22 WHEREAS, the County Board of Supervisors is committed to seeing that the County
23 Administrator has the necessary support and authority with the Department of Human Services
24 to achieve budget compliance and timely and accurate financial reports; and,
25

26 WHEREAS, the Department of Human Services has exceeded its annual budgets
27 resulting in deficits as follows: \$225,089 in the year 2016; \$1,934,293 in the year 2017;
28 \$2,492,413 in the year 2018; and the most recent corrected report for the year 2019 a deficit of
29 \$3,359,653. The administrator has stated she does not support a department operating with a
30 practice of a "manageable deficit." This practice relies on the ongoing use and draining of the
31 fund balance; and,
32

33 WHEREAS, Eau Claire County has repeatedly expressed concern to the state for the lack
34 of adequate state reimbursement. Eau Claire County should continue to lobby the state
35 government and the federal government to do right by counties, but not count on it happening
36 any time soon; and,
37

38 WHEREAS, the repeated deficits of the Department of Human Services and now the
39 pandemic have contributed to placing Eau Claire County in a precarious financial condition that
40 has resulted in the continuous depleting of cash reserves/fund balance; and,
41

42 WHEREAS, the depleted cash reserves could result in the county needing to engage in
43 short term borrowing to meet payroll. The loan would result in associated costs of financing and
44 the loss of income from investments; and,
45

46 WHEREAS, the continued depletion of the fund balance will have an impact on the
47 county's bond rating, causing a substantial increase in expense for the county when it comes to
48 borrowing for the county's capital projects and meeting the county's critical needs; and,
49

50 WHEREAS, there remains an unacceptable time lag in the Department of Human
51 Services' financial reports, which does not allow for prompt management adjustments and

1 adequate financial oversight. Further, a material misstatement of revenues has occurred in the
2 DHS financial reporting. As such, it warrants determining if the finance division of the
3 Department of Human Services combined with the County Finance Department would be more
4 cost-efficient and provide accurate and timely financial reporting.

5
6 NOW THEREFORE BE IT RESOLVED, the County Administrator is directed to take
7 significant action steps and see that the Department of Human Services complies with 2020
8 adopted budget, proper use of the fund balance, and posting timely accurate monthly financial
9 reports.

10
11 BE IT FURTHER RESOLVED, the Administrative Committee, Finance and Budget
12 Committee, and Human Services Board shall conduct joint quarterly reviews of the Department
13 of Human Services'. The quarterly review shall include financial reports, service delivery data,
14 mitigation plans, and other relevant items as determined with a consent agenda by the chairs of
15 the committees.

16
17 BE IT FURTHER RESOLVED, the county board reaffirms the purposes of a fund
18 balance ("rainy day fund") is to assist with the bond rating and cash flow, one time unanticipated
19 outlays. Such as unforeseen immediate capital needs unexpected state/federal funding cuts,
20 disasters, pandemic, and revenue shortfalls created by a significant economic downturn.

21
22 BE IT FURTHER RESOLVED, the County Administrator is supported and directed to
23 bring to the Committee on Administration and the Committee on Finance and Budget any
24 administrative tool that requires county board approval, to fulfill the expectation that the
25 Department of Human Services remains within their 2020 budget, proper use of the fund balance
26 and timely and accurate accounting. The county board understands overages clearly caused by
27 COVID 19 will be taken into consideration.

28
29 BE IT FURTHER RESOLVED, the County Administrator shall contract for an outside
30 evaluation to determine if the Department of Human Services' finance unit should be combined
31 with the County Finance Department and supervised by the Fiancé Director.

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45 Finance and Budget Committee

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48 Dated this _____ day of _____ 2020

Fact Sheet
File No. 19-20/109

The Department of Human Services (DHS) has been changing the Eau Claire County human services delivery system to “preserve and strengthen families”. DHS staff and Human Services Board should be commended for its visionary planning. The last three years of financial data clearly demonstrate the plan is being implemented at a pace available funds cannot handle. DHS has exceeded its budgets with a deficit of \$225,089 in 2016, \$1,934,293 in 2017, \$2,492,413 in 2018 and 2,180,909 in the preliminary report for 2019. Having continued budget overages is going to have substantial and long-term negative effects on the entire county’s critical needs, including the level of services and funding available for the vulnerable population and competitive staff compensation.

The problem is primarily caused by the lack of sufficient state reimbursement. Eau Claire County has repeatedly expressed our concern to the state. We should continue to lobby the state to do right by counties, but the county can’t count on it happening any time soon.

In DHS's data reporting out of home placements have been trending down and there has been transitioning from high-cost placements. This helped slow the cumulative deficit for 2019. This resolution supports and acknowledges these efforts and recognizes additional adjustments likely will be required to avoid the 4th year of a substantial deficit in the DHS department.

This resolution directs and grants/reaffirms the authority and responsibility of the Administrator to take significant action steps in the DHS department to ensure there is budget compliance in 2020. The resolution further attempts to provide the support, tools, and options to achieve a zero deficit in the DHS budget for 2020

This resolution directs the Administrator to evaluate with the DHS finance and county finance teams or contract for an evaluation to determine if the DHS fiscal department should be consolidated within the county finance department.

Respectfully submitted by,

Gerald “Jerry” Wilkie

County Board Supervisor District#19

2
3 DIRECTING THE COUNTY ADMINISTRATOR TO TAKE SIGNIFICANT ACTION STEPS
4 WITH THE DEPARTMENT OF HUMAN SERVICES TO ENSURE BUDGET
5 COMPLIANCE IN THE YEAR 2020
6

7 WHEREAS, the County Administrator, the County Finance Director, governing committees
8 and the Finance and Budget Committee all have the responsibility to provide fiscal oversight,
9 support adherence to the adopted budget, and report to the County Board; and,
10

11 WHEREAS, among other things, the County Administrator administers the county budget
12 and works with departments to remain in compliance with the adopted budget within the budget
13 parameters. It is understood many departments have budget areas of risk. The administrator and
14 department heads are expected to take all possible corrective action when departments are exceeding
15 their budget; and,
16

17 WHEREAS, the County Board of Supervisors is committed to seeing that the County
18 Administrator has the necessary support and authority to achieve budget compliance in the
19 Department of Human Services; and,
20

21 WHEREAS, the Department of Human Services has exceeded its annual budgets resulting in
22 deficits as follows: \$225,089 in the year 2016; \$1,934,293 in the year 2017; \$2,492,413 in the year
23 2018; and the preliminary report for the year 2019 shows a deficit of \$2,180,909; and,
24

25 WHEREAS, Eau Claire County has repeatedly expressed concern to the state for the lack of
26 adequate state reimbursement. Eau Claire County should continue to lobby the state to do right by
27 counties, but not count on it happening any time soon.
28

29 WHEREAS, the repeated deficits of the Department of Human Services have contributed to
30 placing Eau Claire County in a precarious financial condition that has resulted in depleted cash
31 reserves, and a depletion of the county fund balance; and,
32

33 WHEREAS, the depleted cash reserves could result in the county needing to engage in short
34 term borrowing to meet payroll. This may result in lost revenue associated with the cost of
35 borrowing, and the potential loss of revenue from investments; and,
36

37 WHEREAS, the continued depletion of the fund balance will at some point have an impact
38 on the county's bond rating, causing a substantial increase in expense for the county when it comes
39 to borrowing for the county's capital projects and to meet the county's critical needs; and,
40

41 WHEREAS, currently there is an unacceptable time lag in the Department of Human
42 Services fiscal reports which does not allow for prompt management adjustments and adequate fiscal
43 oversight. As such, it may be beneficial to determine if the fiscal division of the Department of
44 Human Services combined with the County Finance Department would be more cost-effective and
45 improve fiscal reporting.
46

47 NOW THEREFORE BE IT RESOLVED, the County Administrator is directed to take
48 significant action steps within the Department of Human Services to make sure there is
49 compliance with the 2020 adopted budget; and,
50

51 BE IT FURTHER RESOLVED, the County Administrator is authorized to place any 2

1 vacant positions on hold, or delay the hiring for newly approved positions in the Department of
2 Human Services; and,
3

4 BE IT FURTHER RESOLVED, the County Administrator is supported and directed to
5 bring to the Department of Human Services Board and the Committee on Finance and Budget
6 any administrative tool that is also required to be brought before the county board for approval,
7 to fulfill the expectation of a Department of Human Services net-zero deficit in the year 2020;
8 and,

9 BE IT FURTHER RESOLVED, the County Administrator shall either conduct an in-
10 house evaluation or contract for an outside evaluation to determine if the Department of Human
11 Services fiscal unit should be combined with the County Finance Department.
12
13
14

15
16
17
18 _____
19 Supervisor Gerald Wilkie
20

21 Dated this _____ day of _____, 2020 .
22

APPROVED BY
CORPORATION COURT
AS TO FORM

Reviewed by Finance Dept.
for Fiscal Impact

FACT SHEET

TO FILE NO. 20-21/030

This resolution is bringing brought forth by Supervisor Cronk. The resolution recognizes that racism is a public health crisis in Eau Claire County and supports action steps to collaborate with partners within Eau Claire County and the surrounding area to respond to the crisis.

Fiscal Impact: The Eau Claire County Board will consider in the organization's budget allocating adequate financial resources to accomplish these activities.

Respectfully submitted,

Samantha Kraegenbrink
County Administration

References from the resolution:

1. García JJ, Sharif MZ. *Black Lives Matter: A Commentary on Race and Racism*. AmJ Public Health. 2015;105: e27–e30. doi:10.2105/AJPH.2015.302706)
2. Jones CP. *Confronting Institutionalized Racism*. Phylon. 2002;50(1/2):7--22.
3. American Public Health Association. Racism and Health. Available at: <https://www.apha.org/topics-and-issues/health-equity/racism-and-health>. Accessed February 20, 2018.
4. Flynn, A., Holmberg, S., Warren, D., and Wong, F. *REWRITE the Racial Rules: Building an Inclusive American Economy*. Roosevelt Institute, 2016.
5. Institute of Medicine. *Unequal Treatment*. <https://www.nap.edu/read/10260/chapter/2#7>. Accessed 3/2/2018.
6. Hatchell K, Handrick L, Pollock EA and Timberlake K. Health of Wisconsin Report Card-2016. University of Wisconsin Population Health Institute, 2016.
7. Healthiest Wisconsin 2020 Baseline and Health Disparities Report. <http://www.dhs.wisconsin.gov/hw2020/>. Accessed 2/23/2018.
8. Mathews,TJ., Ely,D., and Driscoll, A. *State Variations in Infant Mortality by Race and Hispanic Origin of Mother, 2013–2015*. NCHS Data Brief. No. 295, January 2018
9. Wisconsin Department of Health Services, Division of Public Health, Office of Policy and Practice Alignment. *Healthiest Wisconsin 2020: Everyone Living Better, Longer. A State Health Plan to Improve Health Across the Life Span, and Eliminate Health Disparities and Achieve Health Equity*. P-00187. July 2010.

10. Galea, Sandro. *Crying "Crisis"*. Dean's Note. Boston University School of Public Health. <https://www.bu.edu.sph/2017/04/23/crying-crisis/>. Accessed 4.13.2018.
11. Jackson, B. W (2006). Theory and practice of multicultural organization development. In Jones, B. B. & Brazzel, M. (Eds.), *The NTL Handbook of Organization Development and Change* (pps. 139-154). San Francisco, CA, Pfeiffer.

2
3 **Racism is a Public Health Crisis**

4
5 **WHEREAS**, race is a social construction with no biologic basis; and

6
7 **WHEREAS**, racism is a social system with multiple dimensions: individual racism is
8 internalized or interpersonal; and systemic racism is institutional or structural, and is a system of
9 structuring opportunity and assigning value based on the social interpretation of how one looks,
10 that unfairly disadvantages some individuals and communities, unfairly advantages other
11 individuals and communities, and saps the strength of the whole society through the waste of
12 human resources; and

13
14 **WHEREAS**, racism causes persistent racial discrimination in housing, education,
15 employment, and criminal justice; and an emerging body of research demonstrates that racism
16 is a social determinant of health; and

17
18 **WHEREAS**, more than 100 studies have linked racism to worse health outcomes; and

19
20 **WHEREAS**, in Wisconsin, the highest excess death rates exist for African American and
21 Native Americans, at every stage in the life course, and our infant mortality rate for infants of
22 non- Hispanic Black Women is the highest in the nation; and

23
24 **WHEREAS**, the American Public Health Association (APHA) launched a National
25 Campaign Against Racism; and

26
27 **WHEREAS**, Healthiest Wisconsin 2020 states that, “Wisconsin must address
28 persistent disparities in health outcomes, and the social, economic, educational and
29 environmental inequities that contribute to them”; and

30
31 **WHEREAS**, public health’s responsibilities to address racism include reshaping our
32 discourse and agenda so that we all actively engage in racial justice work; and

33
34 **WHEREAS**, while there is no epidemiologic definition of “crisis”, the health impact
35 of racism clearly rises to the definition proposed by Galea: “The problem must affect large
36 numbers of people, it must threaten health over the long-term, and it must require the adoption
37 of large- scale solutions”.

38
39 **THEREFORE, BE IT RESOLVED** that the Eau Claire County Board of Supervisors:

- 40 1. Asserts that racism is a public health crisis affecting our entire society

- 41 2. Conducts an assessment of internal policy and procedures to ensure racial equity is a
42 core element of Eau Claire County, led by people who are most impacted, the Board
43 in collaboration with Eau Claire County Equity, Diversity, and Inclusion Committee,
44 and other relevant parties and community partners, communicates results of
45 assessment, and determines appropriate intervals for ongoing reassessments
- 46 3. Works to create an equity and justice-oriented organization, with the Board and
47 Committees, and persons who are most impacted, in identifying specific activities to
48 increase diversity and to incorporate anti-racist policies and principles across Eau
49 Claire County.
- 50 4. Incorporates into the organizational workplan and Eau Claire County’s strategic plan,
51 educational efforts to address and dismantle racism, expand members’ understanding of
52 racism, and how racism affects individual and population health and provide tools to
53 assist members to dismantle their own racism, and tools to assist members to engage
54 actively and authentically with persons from underrepresented groups and persons most
55 impacted by racism. Eau Claire County is committed to having people who are most
56 underrepresented and most impacted lead this work.
- 57 5. Advocates for relevant policies that improve health in persons from racial minority
58 demographics, and supports local, state, and federal initiatives that advance social justice,
59 while also encouraging individual member advocacy to dismantle systemic racism
- 60 6. Works to build alliances and partnerships with other organizations that are confronting
61 racism and encourages other local, state and national entities to recognize racism as a
62 public health crisis

63
64 **NOW THEREFORE, BE IT FURTHER RESOLVED** that the Eau Claire County
65 Board of Supervisors directs the County Clerk to send a copy of this resolution to Governor
66 Tony Evers, all Wisconsin State Legislators, and the Wisconsin Counties Association.

67
68 I hereby certify that the foregoing correctly
69 represents the action taken by the
70 undersigned committee on June 9, 2020 by
71 a vote of ____ for and ____ against.

72
73 _____
74 Nick Smiar, Chair
75 Committee on Administration
76

77
78 SK

From: Schneider, Katherine S. <SCHNEIKS@uwec.edu>

Sent: Tuesday, May 26, 2020 4:48 PM

To: Nick Smiar <Nick.Smiar@co.eau-claire.wi.us>; Kimberly Cronk <Kimberly.Cronk@co.eau-claire.wi.us>

Cc: Linda Struck <Linda.Struck@co.eau-claire.wi.us>; Kathryn Schauf <Kathryn.Schauf@co.eau-claire.wi.us>

Subject: resigning from ADRC board

WARNING!! This email originated outside Eau Claire County. Do not click any links or attachments unless you know the sender.

I was appointed to serve on four boards instead of the usual three because we were one County Board member short. Now that that seat has been filled, I will resign from the ADRC board so that Chris Hambuch-Boyle may be appointed in my place. I've enjoyed my service on the ADRC Board both as a citizen member and as a County Board member. I hope this notice is in time for Kim and Linda to get it into the July ADRC newsletter along with the article about Kim and Sue's elections as chair and vice chair. I'll miss you and look forward to hearing how it's going.

Kathie

Katherine Schneider, Ph.D.
Senior Psychologist, Emerita
Counseling Service
University of Wisconsin-Eau Claire
schneiks@uwec.edu

Author of *Occupying Aging: Delights, Disabilities and Daily Life, To the Left of Inspiration: Adventures in Living with Disabilities* and a children's book *Your Treasure Hunt: Disabilities and Finding Your Gold*

Blog: <http://kathiecomments.wordpress.com>



Eau Claire
POLICE
★★★★ *Serving Since 1872* ★★★★★

Matt Rokus, Chief of Police
721 Oxford Avenue, Suite 1400
Eau Claire, WI 54703

May 18, 2020

TO: Local Emergency Planning Committee
FROM: Deputy Chief Derek Thomas
SUBJECT: Board Resignation

On March 20, 2020 I was promoted to the position of Deputy Chief of Police. Due to my recent promotion, I am resigning my position on the Local Emergency Board Committee.

I selected Lieutenant Ben Frederick to take over my role in the Professional Standards Bureau. Lieutenant Frederick has taken over all my previous responsibilities to include various board positions within city government. If he is given the opportunity to serve on the Local Emergency Planning Committee, I am confident he will serve you well.

I appreciate the time I spent part of the Local Emergency Planning Committee and wish everyone the best.

Respectfully,

Derek Thomas
Deputy Chief of Police
Investigations and Professional Standards Division
Eau Claire Police Department

Today's Date

05/18/2020 12:00 AM

Name of Board or Commission You are Applying For:

Local Emergency Planning Committee

Full Name

Lieutenant Benjamin Frederick

Age 18 or Older

Yes

Residence Address

721 Oxford Avenue
Eau Claire Wisconsin 54701

Home Phone Number

7158394990

Business/Cell Phone Number

7152711312

Email

Benjamin.Frederick@eauclairewi.gov

Do you currently reside/live within Eau Claire County limits?

Yes

Number of Years:

20

Education

Bachelors Degree- Political Science Legal Studies; University of Wisconsin Eau Claire

Do you have relatives employed or appointed to serve in Eau Claire County?

Yes

If yes, please list name, department, and relationship.

Please describe any potential conflicts of interest (or list n/a)

n/a

List County Boards, Commissions, or Committees on which you have served

none

Please describe how you are qualified for the position of interest

Serving as an officer for the City of Eau Claire for 16 years has provided me with a great deal of experience in emergency response and preparation.

If selected, how would you work to better our community?

Work collaboratively with community partners to provide safe, effective, efficient and organized response to lessen the impact of natural or man-made disasters and large-scale emergencies on Eau Claire County Citizens.