

MINUTES

Eau Claire County

• **Committee on Administration** •
Tuesday, April 14, 2020 at 2:30 p.m.
Virtual Meeting via Webex Events

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

Staff: Samantha Cole – Administrative Specialist III, Alexa Dennis – DHS, Tim Sullivan – Corporation Counsel, Frank Draxler – Operations Manager, Diane Cable – Director of Human Services, Charity Zich – Airport Director, Norb Kirk – Finance Director, Vickie Gardner - DHS

Others: Ryan Patterson – Leader Telegram, Connie Russell

The meeting was called to order by Chair Smiar at 2:30 p.m. and confirmed meeting notice.

A roll call was taken and noted above under Present.

The committee reviewed the minutes from March 10, 2020. Supervisor Wilkie motioned to approve, Supervisor Bates seconded the motion. Three grammatical errors were noted and corrected. All in favor, minutes were approved.

Supervisor Beckfield provided his thoughts on Industrial Growth in Eau Claire County. Supervisor Beckfield (supported by Supervisor Bates) to add further discussion as part of the Strategic Plan. Supervisor Beckfield suggested forming a committee/taskforce to explore the industry to provide jobs and potential tax incentives. Chair Smiar recommends that all partners be involved in the plan/committee.

Supervisor Henning joined the meeting at 2:47 p.m.

Norb Kirk began the discussion on the DHS Fiscal Process Review. Norb referred to the CLA review advising all eight points have been addressed or in the process of addressing. The committee further discussed the fiscal process review. Reconciliation of grants, depending on the type of grant that is being done, can be monthly or quarterly. Change wording to “reconciling monthly” request from Supervisor Wilkie. Continue to work on how the financial report can be available no more than 30 days after the close of the month. Supervisor Wilkie would like to see the Finance & Budget Committee in May or June to have an updated copy of the report indicating progress from with CLA report. Chair Smiar requests to produce and update on benchmarks to provide more clarity as to where the department is in the sequence laid out on the executive summary.

Administrator Schauf provided general updates on the County’s COVID-19, a response overview document was shared to the Committee. Supervisor Bates raised concerns about releasing inmates from the jail and advised the benefit of collecting data of any re-offenses, issues with being released early. Supervisor Wilkie will bring to the Committee on Judiciary and Law to explore further. Also request to present the COVID-19 response to the board and advise that there will have to be substantial changes once the Government Center is able to reopen.

Administrator Schauf also provided a brief update and follow up from the Speak your Peace planning session and Strategic Planning. Administration will provide more details and move forward with strategic planning with the board of supervisors in May.

A letter from Tim Sullivan was sent to the committee via an addendum in regard to the rules of the board. At this time, Administration has not received any changes.

The meeting was adjourned at 3:44 p.m.

Respectfully submitted by,

Samantha Cole
Committee Clerk – Administrative Specialist III