

AGENDA
Eau Claire County
Committee on Finance & Budget
Monday, May 3, 2021
4:30 p.m.
Webex Conference Call

Public Access:
Dial in Number: 415.655.0001
Access Code: 145 106 4336

Notice Regarding Public Comment: Members of the public wishing to make comments must email Amy Weiss at amy.weiss@co.eau-claire.wi.us at least 30 minutes prior to the start of the meeting. You will be called on during the Public Comment session to make your comments.

1. Call to Order and Confirmation of Meeting Notice
2. Roll Call
3. Public Comment
4. Quarter 1 Investment Report / Discussion
5. Quarter 1 Purchasing Metrics / Discussion
6. Internal Control Initiative / Discussion
7. Timekeeping System RFP / Discussion
8. Budget Process / Discussion
 - a. Public Input Sessions
 - b. Community Agencies
 - c. Quasi-County Departments (Airport, Health Dept, Communication Center, Beaver Creek Reserve)
 - d. F&B Wrap Up Session
9. Budget Calendar / Discussion
10. Review of Meeting Minutes: April 19, 2021 / Discussion – Action
11. Next Meeting and Future Agenda Items / Discussion
12. Adjourn

Prepared by: Amy Weiss

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 715-839-6945 (FAX) 715-839-1669 or (TDD) 715-839-4735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.

Eau Claire County Treasurer's Office Investment Analysis 2021 (Excluding CDBG and Clerk of Courts Accts)	2021 Budget benchmark .5% Interest on investments	\$100,000.00
	Net Gain (Loss)	(\$478.13)
	Interest Earned	\$7,391.54
	Fees (\$7,869.67 from 2020 assessed in 01/2021)	(\$7,869.67)

Month	Beginning Bal	Service Fees	Interest	Deposits	Withdrawals	End of Month	
						Balance	Gain/Loss (\$)
January	\$ 47,251,669.10	\$ (7,869.67)	\$ 936.64	\$ 96,723,164.28	\$ (101,636,974.44)	\$ 42,330,925.91	↓ \$ (6,933.03)
February	\$ 42,330,925.91	\$ -	\$ 2,291.77	\$ 49,632,487.71	\$ (44,080,550.82)	\$ 47,885,154.57	↑ \$ 2,291.77
March	\$ 47,885,154.57	\$ -	\$ 4,163.13	\$ 45,224,719.12	\$ (44,574,879.92)	\$ 48,539,156.90	↑ \$ 4,163.13
April	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	→ \$ -
May	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	→ \$ -
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	→ \$ -
July	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	→ \$ -
August	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	→ \$ -
September	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	→ \$ -
October	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	→ \$ -
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	→ \$ -
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	→ \$ -
Total		\$ (7,869.67)	\$ 7,391.54	\$ 191,580,371.11	\$ (190,292,405.18)		↓ \$ (478.13)

Totals by Quarter:

1st Quarter	\$ (7,869.67)	\$ 7,391.54	\$ (478.13)
2nd Quarter	\$ -	\$ -	\$ -
3rd Quarter	\$ -	\$ -	\$ -
4th Quarter	\$ -	\$ -	\$ -
	<u>\$ (7,869.67)</u>	<u>\$ 7,391.54</u>	<u>\$ (478.13)</u>
	Srvc Fees	Interest Earned	Net Gain(Loss)

* Service fee assessed us in January was for 2020 bank fees

2021 New Vendors & Vendors Changed Quarterly Report

Column1	Column2	Qtr 1 - Created	Qtr 1 - Changed	TOTAL
ADM	Administration	1	1	2
ADR	ADRC	10	18	28
AIR	Airport	3	7	10
CC	Corp Counsel	1	2	3
CCK	County Clerk	0	2	2
COU	County Multi Department	0	20	20
CSA	Child Support Agency	0	3	3
CTS	Courts	4	11	15
DA	District Attorney	1	1	2
DHS	Human Services	25	47	72
EMP	Employee-W9 not required	5	134	139
EXT	Extension	0	1	1
FIN	Finance	4	6	10
GOV	Government-W9 not required	1	105	106
HRS	Human Resources	0	1	1
HWY	Highway	2	13	15
IS	Information Systems	0	5	5
JUR	Juror-W9 not required	52	12	64
PAR	Parks & Forest	1	4	5
PKRT	Parks Rental Refund-W9 not required	1	4	5
PLA	Planning & Development	5	12	17
REI	Reimbursements Misc-W9 not required	7	10	17
SHE	Sheriff	2	12	14
TAX	Treasurer RE Tax Refund-W9 not required	45	8	53
VET	Veterans	0	1	1
WIT	Witness Fees-W9 not required	0	3	3
SUM		170	443	613

Active Vendors	4,401
Q1 Inactivated Vendors	1,665

Quarterly PO Stratification Report

2021 - Q1

	<\$5K	\$5-\$20K	\$20K- \$50K	\$50K-\$100K	\$100K +	TOTAL
Qtr 1	87	52	32	9	23	203
SUM	87	52	32	9	23	203

	<\$5K	\$5-\$20K	\$20K-\$50K	\$50-\$100K	\$100K+	TOTAL
Qtr 1	\$180,644.90	\$528,229.29	\$988,108.57	\$591,896.66	\$10,078,635.68	\$12,367,515.10
SUM	\$180,644.90	\$528,229.29	\$988,108.57	\$591,896.66	\$10,078,635.68	\$12,367,515.10

PO's over \$50K

Q1 - 2021

PO No	PO Date	Vendor Name	PO Total
00045226	01/05/21	WISCONSIN, STATE OF	\$150,000.00
00045227	01/05/21	ARAMARK SERVICES INC	\$471,595.68
00045229	01/05/21	CORRECTIONAL HEALTHCARE COMPANIES INC	\$736,000.00
00045231	01/05/21	PER MAR SECURITY SERVICES	\$86,500.00
00045236	01/06/21	BARTINGALE MECHANICAL INC	\$136,033.00
00045240	01/06/21	J & F FACILITY SERVICES INC	\$135,816.00
00045253	01/06/21	COUNTY OF DUNN ADMINISTRATION	\$381,269.00
00045255	01/06/21	LUTHERAN SOCIAL SERVICES INC	\$624,000.00
00045258	01/06/21	WISCONSIN MUNICIPAL MUTUAL INS COMPANY	\$334,042.00
00045259	01/07/21	WISCONSIN MUNICIPAL MUTUAL INS COMPANY	\$789,000.00
00045263	01/11/21	ALTOONA PUBLIC LIBRARY	\$110,897.00
00045264	01/11/21	AUGUSTA MEMORIAL PUBLIC LIBRARY	\$51,975.00
00045274	01/11/21	CITY OF EAU CLAIRE TREASURER	\$1,838,856.00
00045277	01/11/21	EAU CLAIRE CITY COUNTY HEALTH DEPARTMENT	\$1,283,090.00
00045282	01/11/21	FRIENDS OF BEAVER CREEK RESERVE	\$180,000.00
00045286	01/11/21	LE PHILLIPS MEMORIAL PUBLIC LIBRARY	\$753,287.00
00045287	01/11/21	LE PHILLIPS MEMORIAL PUBLIC LIBRARY	\$147,816.00
00045296	01/11/21	TRY MEDIATION INC	\$133,619.00
00045297	01/11/21	WEST CENTRAL WISCONSIN REGIONAL	\$60,162.00
00045298	01/11/21	ALTOONA PUBLIC LIBRARY	\$124,234.00
00045304	01/15/21	HARVEST RUN LLC	\$79,200.00
00045306	01/15/21	SYSCO FOOD SERVICES OF BARABOO	\$280,300.00
00045355	02/09/21	ADVANCED DISPOSAL FKA VEOLIA	\$470,000.00
00045356	02/09/21	ADVANCED DISPOSAL FKA VEOLIA	\$58,000.00
00045358	02/09/21	BOXX SANITATION LLC	\$526,700.00
00045365	02/09/21	WASTE MANAGEMENT NORTHERN WI - MN	\$149,000.00
00045369	02/10/21	EWALD'S	\$143,728.00
00045379	02/19/21	ABBY VANS INC	\$82,955.00
00045384	02/19/21	CITY OF EAU CLAIRE TREASURER	\$179,353.00
00045397	03/22/21	DELL MARKETING LP	\$56,644.00
00045411	03/16/21	TRANSCENDENT TECHNOLOGIES LLC	\$55,675.00
00045413	03/18/21	CITY OF EAU CLAIRE TREASURER	\$60,785.66
			\$10,670,532.34

2021 Vendor Totals Q1

4/26/2021

Vendor No	Vendor Name	Account Payment Amount
144347	WEA INSURANCE CORPORATION	\$ 1,749,073
062847	DEPARTMENT OF EMPLOYEE TRUST FUNDS	1,184,505
000224	CITY OF EAU CLAIRE TREASURER	624,255
007080	LUTHERAN SOCIAL SERVICES INC	568,425
002038	BROTOLOC INC	462,191
005046	LE PHILLIPS MEMORIAL PUBLIC LIBRARY	450,552
005822	WISCONSIN MUNICIPAL MUTUAL INS COMPANY	381,596
000422	EAU CLAIRE CITY COUNTY HEALTH DEPARTMENT	360,798
070319	HEARTLAND LABEL PRINTERS INC	325,477
130338	EB EMPLOYEE SOLUTIONS LLC	286,325
099066	CORRECTIONAL HEALTHCARE COMPANIES INC	269,260
000173	CAILLIER CLINIC LTD	258,073
000220	CITY OF ALTOONA CLERK TREASURER	239,365
003756	COUNTY OF POLK DEPT OF HUMAN SERVICES	215,284
005637	XCEL ENERGY	211,182
003239	COUNTY OF ST CROIX	200,574
101508	US BANK NATL ASSOC ND	185,472
000504	COUNTY OF DUNN	182,257
100218	COUNTY OF DOUGLAS	164,336
158569	OLYMPIC BUILDERS GENERAL CONTRACTORS INC	162,110
001527	COUNTY OF TREMPPEALEAU	159,729
126080	AVIDIA BANK	146,803
000318	COUNTY OF PIERCE	145,417
002676	EWALD'S	143,728
144452	NATIONWIDE RETIREMENT SOLUTIONS INC	142,777
008847	COUNTY OF CHIPPEWA	141,147
039608	CHIPPEWA VALLEY ENERGY	140,749
104574	ADVANCED DISPOSAL FKA VEOLIA	139,551
000265	COUNTY OF BARRON	135,686
074616	TRINITY EQUESTRIAN CENTER	132,221
087807	BOXX SANITATION LLC	131,712
007495	UNIVERSAL TRUCK EQUIPMENT	129,901
003333	BARTINGALE MECHANICAL INC	119,958
124575	COUNTY OF DUNN ADMINISTRATION	117,826
002980	ALTOONA PUBLIC LIBRARY	117,566

075043	CHILED A INSTITUTE INC	110,798
159352	OGNI INC	103,550
027332	NORTHWEST COUNSEL & GUIDANCE CLINIC INC	102,437
056979	MID STATE TRUCK SERVICE INC	95,642
117668	ARAMARK SERVICES INC	91,811
003572	DELTA DENTAL PLAN OF WISCONSIN INC	88,281
002989	TOWN OF BRIDGE CREEK TREASURER	83,966
126390	STANDARD INSURANCE COMPANY	74,985
160233	LAURSEN ASPHALT REPAIR EQUIPMENT SALES	73,754
002685	SYSCO FOOD SERVICES OF BARABOO	71,944
159867	5 ALARM FIRE & SAFETY EQUIPMENT LLC	68,678
145041	TRANSCENDENT TECHNOLOGIES LLC	68,643
002017	WISCONSIN, STATE OF	62,511
001731	WEST CENTRAL WISCONSIN REGIONAL	60,162
005937	EMPLOYEE BENEFITS CORPORATION	51,044
030961	GOODWILL INDUSTRIES OF NORTH CENTRAL WIS	48,605
133000	SCHMIDT, KIMBERLY, PMHNP-BC, LTD	48,413
007735	MINNESOTA LIFE INSURANCE CO	48,005
001998	STATE OF WISCONSIN	47,684
152820	PELION BENEFITS INC	47,365
000995	MAYO CLINIC HEALTH SYSTEM-NW WI REGION	46,568
002914	TOWN OF WILSON TREASURER	45,995
001946	FRIENDS OF BEAVER CREEK RESERVE	45,000
122670	PREVEA HEALTH	44,604
004576	EAU CLAIRE COUNTY HUMANE ASSOCIATION	43,620
126942	HABILITATION CENTER / MILLCREEK OF ARKAN	42,750
069701	WEIDENHAMMER SYSTEMS CORPORATION	42,412
065307	COUNTY OF WASHBURN DHHS	41,677
006478	CLINICARE CORPORATION	40,201
092991	ROBERTSON RYAN & ASSOCIATES INC	40,180
077321	WIPFLI LLP	40,000
006831	L E PHILLIPS TREATMENT CENTER	39,641
003537	SHORT ELLIOTT HENDRICKSON INC	39,460
000420	RAWHIDE INC	38,297
000484	WASTE MANAGEMENT NORTHERN WI - MN	36,901
004212	CHILDREN'S SERVICE SOCIETY OF WI CORP	36,872
100196	COUNTY OF BURNETT DEPT OF HEALTH & HUMAN	36,618
004226	STATE OF WI DEPT OF CORRECTIONS	35,505

105309	CORRE INC	35,261
001759	DELL MARKETING LP	34,770
000837	NEW VISIONS TREATMENT HOMES OF WI INC	34,482
007965	WESTERN DAIRYLAND ECONOMIC OPPORTUNITY	34,349
008138	WISCONSIN SCTF	34,331
120960	J & F FACILITY SERVICES INC	33,954
008167	TRY MEDIATION INC	33,405
003282	CESA 10/COOP EDUC SERVICE AGENCY	31,514
157660	ROBERTSON, TIMOTHY	31,200
065412	NEOGOV INC	31,000
134872	MILKWEED CONNECTIONS LLC	30,673
000749	CITY OF AUGUSTA	30,000
005017	LE PHILLIPS SENIOR CENTRAL INC	30,000
038687	CATHOLIC CHARITIES	30,000
158987	JOXEL GROUP LLC	30,000
129127	A-1 EXPRESS TRUCKING INC	29,888
136794	ALIA	29,827
001265	BOLTON REFUGE HOUSE INC	28,000
004202	TOWN OF FAIRCHILD TREASURER	27,231
002981	AUGUSTA MEMORIAL PUBLIC LIBRARY	27,069
110868	JEWELL ASSOCIATES ENGINEERS INC	27,020
079294	AURORA VOCATIONAL SERVICES LLC	26,994
031496	DEPARTMENT OF ADMINISTRATION	26,962
093165	NETSMART TECHNOLOGIES INC	26,735
000376	COMMUNITY CARE RESOURCES INC	26,044
008331	CDWG COMPUTER CENTERS INC	26,018
005722	FALL CREEK PUBLIC LIBRARY	25,887
069884	NEW HOPE HALLIE INC	25,743
109940	US BANK VOYAGER FLEET SYSTEMS	25,370
002740	CHIPPEWA VALLEY MUSEUM INC	25,200
011363	ABBY VANS INC	24,888
159123	THORP HOME IMPROVEMENT	24,742
005962	L & M MAIL SERVICE INC	24,019
093556	STAFFORD, DIANA M - DIANNA STAFFORD LLC	23,848
150916	HELMER, CARA	22,500
030171	MONARCH PAVING CO	22,031
093769	K9 STORM INC	21,598
004036	RIVER STATES TRUCK & TRAILER INC	21,293

065676	ENVIRONMENTAL SYSTEMS RESEARCH	20,723
110337	VANTAGE POINT CLINIC & ASSESSMENT CENTER	20,695
126950	HAHN, AMY	20,024
011614	EAU CLAIRE AREA ECONOMIC DEVELOPMENT COR	20,000
146650	INVESCO INVESTMENT SERVICES INC	19,949
001849	POSITIVE ALTERNATIVES INC	19,836
131830	HARVEST RUN LLC	19,800
000179	L E PHILLIPS CAREER DEVELOP CENTER	19,465
127949	CLEAR WATER THERAPY LLC	18,819
005069	FAMILY PROMISE OF THE CHIPPEWA VALLEY IN	18,500
159646	CLOUTIER, CHERYL	18,348
001047	FUEL SERVICE DJ'S MART LLC	17,961
001008	MILLER BRADFORD & RISBERG INC	17,954
136654	POSITIVE CHANGES COUNSELING LLC	17,501
123366	M3 INSURANCE SOLUTIONS INC	17,174
126624	POSITIVE ALTERNATIVE LIVING SERVICES LLC	17,168
159964	R TEWS CONSTRUCTION	17,000
052299	JOHNSON CONTROLS FIRE PROTECTION LP	16,650
000087	FAMILY RESOURCE CENTER FOR EAU CLAIRE	16,600
160304	PRESTIGE AUTO CORPORATION	16,521
001210	PER MAR SECURITY SERVICES	16,464
103470	J E FISHER GROUP LLC	15,950
043443	GARLICK'S CBRF INC	15,683
108790	SARAUER, SHERRI	15,579
158607	HILLVIEW HOME LLC	15,345
081868	REDI TRANSPORTS	15,343
001517	TOWN OF LINCOLN TREASURER	15,245
000056	ARING EQUIPMENT EXCHANGE	15,166
003865	OFFICE DEPOT	14,496
001987	WISCONSIN COUNTIES ASSOCIATION	14,077
136760	HOTUJEC, CHELSIE L	13,983
129488	ANANDAWORKS LLC	13,677
050962	KULLMAN, RACHEL	13,562
051667	ADVANTAGE POLICE SUPPLY INC	12,936
034886	OLIVER PRODUCTS COMPANY	12,888
130133	STONE, JENNIFER	12,545
004717	PAPKE, LETECIA J	12,434
122092	BUSH MOTORSPORTS LLC	12,285

132071	HOGAN, MELISSA	12,282
159923	WINDY RIDGE CARE	12,250
131660	RAVE MOBILE SAFETY	12,110
127663	FAMILY INNOVATIONS INC	11,797
004227	SICALCO LTD	11,736
130095	ETERNAL WELLNESS LLC	11,692
006026	UNUM LIFE INS CO OF AMERICA	11,553
052752	GESKE, SCOTT	11,454
000276	COUNTY OF CLARK SHERIFF'S DEPARTMENT	11,437
124605	YANG, MANDY Y	11,280
094633	WRIGHT, HALEY HUITING ATTORNEY	11,250
054208	CINTAS CORPORATION NO 2	11,131
093637	GUNTER, CYNTHIA L	10,973
122122	KEISLER, KELLY J	10,863
081698	STAPLES BUSINESS ADVANTAGE	10,442
159212	SHEFFER, BRENDA J	10,320
036463	FIDLAR TECHNOLOGIES INC	10,227
005728	MANPOWER US INC	10,061
128058	EMBRACE WELLNESS IN MOTION LLC	10,027
005422	CHIPPEWA VALLEY INNOVATION CENTER INC	10,000
	VENDORS PAID <\$10,000 (814 vendors)	<u>1,543,568</u>
	Q1'21 Sum:	\$ 16,179,101

**Eau Claire County
Nettime Analysis**

Function	Meets	Sort of Meets	Does Not Meet
Test environment			x
Mandatory data entry fields indicated			x
Ability to require certain data entry fields across all policies		x	
Ability to clock in/out or enter time	x		
Restrict ability to enter future time (exempt nonsupervisory staff)			x
All time on timecard, without separate import files			x
Ability to set-up specific time reporting rules by group		x	
Ability to calculate OT by shift			x
Track time by project/task, non-exempt			x
Track time off (PTO, compensatory)	x		
Leave accruals to match Alio, without real time adjustment			x
Disallow manager approval if leave requests are outstanding			x
Disallow changes to timecards after manager approval			x
Flag to notify managers if hours do not meet FTE status			x
Mobile ability	x		
Outside server access	x		
Custom reports		x	
Support		x	
Import data by day into Alio, not by pay period			x

MINUTES
Eau Claire County
Committee on Finance & Budget
Monday, April 19, 2021
4:30 p.m.
Webex Conference Call

Members present: Supervisors Steve Chilson, Jim Dunning, Robin Leary, Stella Pagonis, Gerald Wilkie; Nick Smiar, ex-officio
Other Supervisors: Colleen Bates
Staff present: Norb Kirk, Finance Director; Kathryn Schauf, County Administrator; Amy Weiss, Senior Accounting Manager; Glenda Lyons, Treasurer; Ron Schmidt, Deputy Director DHS; Diane Cable, Director DHS
Others present: Ryan Patterson, Leader Telegram

Chair Pagonis called the meeting to order at 4:30 pm and confirmed compliance with open meetings law.

The committee clerk took roll call. Members present are indicated above.

No members of the public wished to speak.

Eau Claire County will be getting \$20 million under the American Rescue Plan. Glenda Lyons provided some information on how ECC will keep these funds safe. Supervisor Wilkie inquired about what the county will be required to do with any interest earned on these funds. County officials are still waiting on guidance, and will provide periodic updates.

Diane Cable and Ron Schmidt gave an update on the 2019 CCS WIMCR Gap and the WIMCR reconciliation. Ron reviewed the reasons for the difference between the CCS estimate and the actual receipt. He reiterated that people's lives change faster than this funding source does. DHS has a responsibility to maintain care even when clients are in transition. Diane will work with her team to provide answers to the questions that Supervisor Pagonis asked on 04.18.21. Supervisor Chilson requested a numeric breakdown of the deficit of \$399k, including what drove the number and what mitigating activities were. This will be provided once all reconciliations are fully accomplished.

Norb Kirk reviewed an updated estimate for the general fund at 12.31.20.

Proposed Resolution 21-22/003 "Authorizing Carryforward of Funds from 2020 Budget into 2021 Budget"

The resolution should contain a table in the future with additional information on where the bond proceeds originated, and which projects the funds are being reallocated from.

Motion: Leary moved approval as presented

Vote: 5-0 via voice vote

Proposed Resolution 21-22/001 "Amending Section 2.12.140 B. of the Code: Medical Examiner System"

This ordinance adjusts fees collected by ECC for cremation permits.

Motion: Dunning moved approval as presented

Vote: 5-0 via voice vote

The committee began discussions on the preliminary 2022 budget calendar. This calendar is intended to be all encompassing, with activities that may not require committee or board action. Supervisor Pagonis will review calendar activities with Norb during their weekly meetings.

The committee reviewed the purpose of the Citizen Engagement Survey.

The committee passed on discussion on the 2nd draft review of the Purchasing Policy.

Review of Meeting Minutes: April 5, 2021

Motion: Leary moved approval with correction of meeting start time

Vote: 5-0 via voice vote

Next Meetings: May 3 and May 17

Agenda Items: budget calendar; DHS (May 17); purchasing policy

The meeting was adjourned at 6:45 pm.

Amy Weiss
Committee Clerk

