

# Polk County Finance Committee

Meeting date: November 7, 2012      Start time: 2:00 p.m.      Est. end time: 4:30 p.m.

Location: 2<sup>nd</sup> Floor East Conference Room, Government Center Building

Purpose: Report on 2013 Budget

Meeting documents:

- None

## 1. Standing items

1.1 Call meeting to order

1.2 Approve agenda

1.3 Approve minutes of previous meeting

Finance Committee Chair/ 5  
minutes

## 2. Public comment

3 minutes each/30 minutes  
total

## 3. Old business

None

## 4. New business

4.1 Overview of proposed HSD software

Todd Demers/ 10

4.2 Consideration/Recommendation on 2013  
budgets for IT, County Clerk,  
Treasurer and Administration

Dana Frey/ 15

4.3 Technical Amendment 2013 budget, Birth to 3

Gretchen Sampson/ 10

4.4 The Committee may meet in closed session pursuant to Wisconsin Statute Sections 19.356(10), 19.85(1)(c) and (e) for the purpose of considering compensation and discussing and developing recommendations concerning the specified business of collective bargaining strategy that would require for bargaining reasons a closed session with respect to labor agreement benefits/contracts expiring on December 31, 2011 and December 31, 2012, WPPA Corrections Officers Association and/or other bargaining units or labor relations issue and the same may involve circulation of information for staff management planning, recommendations concerning future

Dana Frey/60

salary and other wage treatments of employees.

4.5 Resolution to Adopt the Polk County Operating  
and Capital budget for the calendar year 2013 and  
to set the 2013 tax levy

**5. Ending items**

5.1 Review action items (if any)	Chair /5 minutes
5.2 Committee member comments	Committee / 5 minutes
5.3 Set next meeting date/agenda items	Chair /5 minutes
5.4 Adjourn	

(Agenda not necessarily presented in this order)

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

**DEPARTMENT OF ADMINISTRATION FINANCE COMMITTEE MEETING  
November 7, 2012**

Polk County Government Center 2nd Floor, East Conference Room

Neil Johnson, Finance Committee Vice-Chair called the meeting to order at 2:12 PM

Present for Finance Committee: George Stroebel, Neil Johnson,  
Kristine Hartung and Kathy Kienholz  
Absent: Gary Bergstrom

Also present: Dana Frey, County Administrator  
Maggie Wickre, Finance Manager  
Jeff Fuge, Corporation Counsel

**Motion by Kienholz/Hartung to approve the agenda: carried by voice vote.**

**Motion by Stroebel/Hartung to approve the minutes of October 16, 2012 meeting; carried by voice vote.**

**Public comment**

Jim Drabek addressed the committee on bargaining rights.

**New business**

Overview of proposed HSD software

Todd Demers, Information Technology Department Head, explained the purpose of the new Human Services software that we are anticipating to purchase in 2013. Currently Human Services process flow has 4 systems that are not linked and offers very poor reporting. The current system allows for errors and is labor intensive as up to five people are doing the same entry of the same data. Our goal is to have a system where the data is streamlined and more efficient by only entering it once. The purchase of this software is budgeted in the Asset Protection and Internal Investment Fund in 2013.

Resolution to Adopt the Polk County Operating and Capital budget for the calendar year 2013 and to set the 2013 tax levy

Dana Frey, County Administrator, introduced the recent Public Protection Committee amendment to the 2013 budget that is asking to provide \$25,000 to the drug court out of the fund balance in 2013. Dan Steffen, District Attorney explained that the request for the drug court would be matched next year for \$25,000 from the Bremer Foundation. **Motion by Kienholz/Stroebel to recommended approval of this amendment to be forwarded to the county board; carried by voice vote.**

Dana Frey handed out the Resolution to Adopt the Polk County Operating and Capital Budget for the Calendar Year 2013 and to Set the 2013 Tax Levy to be presented at the November county board with a copy of Budget Resolution Summary explaining the provisions of this budget resolution.

Technical amendments to the 2013 budget which will be presented to the November County Board were handed out an explanation of each section.

**Motion by Hartung/Kienholz to move the technical amendments onto the county board; carried by voice vote.**

**Stroebel/Hartung moved to move the budget resolution onto the County Board; carried by voice vote.**

Ending Items

Next meeting December 12<sup>th</sup>.

**Motion to adjourn by Hartung/Kienholz at 3:20 PM; carried by voice vote.**