

Organizational Committee Agenda
County Board Room, Polk County Government Center
100 Polk County Plaza
Thursday, March 1, 2012 – 9:00 AM
***Amended Feb. 27, 2012 3:30 pm**

Open Session
A Quorum of the County Board may be present

The Committee may take up matters noticed on this agenda at any time during the meeting regardless of the location of such item on the agenda.

Call to Order

Approval of Agenda

Approval of December 28, 2011 Minutes

Public Comments

Policy 10 Review/Action

Discussion/Action of Standing Committees

Discussion/Action of Sub-Committees

Discussion/Action of Rules of Order

*Recommendation on Resolution to Develop Memorandum of Understanding With Affiliated Organizations that Receive Budgetary Allocations or Other Support From Polk County

Committee Observations

Set future meeting date

Adjournment

Committee Members:

Herschel Brown, Chair

Russell Arcand

William Johnson IV

Harry Johansen, Secretary

Larry Jepsen

Patricia Schmidt

Randy Korb

This meeting is open to the public according to Wis. Stat. Sec. 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.

Resolution No. __-12

Resolution to Develop Memorandum of Understanding
With Affiliated Organizations that Receive Budgetary Allocations or Other Support
From Polk County

TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF
POLK:

Ladies and Gentlemen:

WHEREAS, pursuant to Resolution 09-10, the Organizational Committee has reviewed the organizational structures of those private non-profit organizations to which Polk County has provided budgetary allocations and has recommended that Polk County establish criteria that avoids conflicts of interest, reduces risk of liability and promotes accountability, as set forth in this Resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Polk County Board of Supervisors refers to the Finance Committee for development and recommendation a standardized memorandum of understanding that each affiliated organization would enter into with Polk County as a condition for receiving budgetary allocations or other support from Polk County.

BE IT FURTHER RESOLVED that such standardized memorandum may include, as appropriate, the following:

1. The affiliated organization shall file with the Polk County Department of Administration a copy of its current by-laws and any revision thereof.
2. The affiliated organization shall report financial and performance information, as the County Administrator may require, on a quarterly basis to the appropriate advisory oversight committee of the Polk County Board of Supervisors.
3. The affiliated organization shall carry comprehensive general liability insurance that contains errors and omissions coverage in the appropriate level as recommended by the County Administrator.
4. The affiliated organization shall file with the Polk County Department of Administration a Certificate of Insurance, which shall also name Polk County as a covered insured.
5. The affiliated organization shall indemnify and defend Polk County, its board members, officials and employees against any claims, lawsuits, actions and demands that arise out of the acts or omissions of the affiliated organization, its board, officers or employees.
6. Other criteria that, in the determination of the Committee, is in the interest of the County.

BE IT FURTHER RESOLVED the Finance Committee shall forward its recommendations to the County Board prior to the April 2012 organizational meeting.

Funding Amount and Source: Not Applicable Finance Committee Advised: Not Applicable

Finance Committee Recommendation: Not Applicable

Date Submitted to County Board: _____

County Board Action: _____

Effective Date: Upon Passage

50 Submitted upon recommendation of the Polk County Organizational Committee

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Herschel Brown

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Russell Arcand

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Patricia Schmidt

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Randy Korb

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64 Review By County Administrator:

65 Recommended

66 Not Recommended

67 Reviewed Only

68

69 _____
Dana Frey, County Administrator

70 Review By Corporation Counsel:

71 Approved as to Form

72 Recommended

73 Not Recommended

74 Reviewed Only

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76 _____
Jeffrey B. Fuge, Corporation Counsel

77 At its regular business meeting on _____, 2012, the Polk County Board of Supervisors
78 adopted the above-entitled resolution by a simple majority vote of ___in favor and ___ against.

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80 _____

Dated:_____

81 William Johnson, IV, County Board Chair

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83 Attest:_____

Dated:_____

84 Carole Wondra, Polk County Clerk

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Minutes of Meeting
Polk County Organizational Committee
Thursday, March 1, 2012, 9:00 a.m.
County Board Room, Government Center
100 Polk County Plaza, Balsam Lake, Wisconsin

Present: Russell Arcand, Herschel Brown, Larry Jepsen, Harry Johansen, William Johnson IV, Patricia Schmidt

Absent: Randy Korb

Guests: Jeff Fuge, Dana Frey

Chair Brown called the meeting to order at 9:03 a.m.

A motion to approve the Agenda, Schmidt/Johnson, carried.

A motion to approve minutes of the meeting on December 28, 2011, Jepsen/Johnson, carried.

Public Comment

None

Affiliated Agencies

Fuge distributed a document titled Review of Organizations Affiliated with Polk County – Composition and Structure of Policy-Making and Advisory Boards to clarify what affiliated organizations had been created by law and those that are Not-For Profit. After discussion, Fuge provided a resolution for the County Board of Supervisors: Resolution to Develop Memorandum of Understanding With Affiliated Organizations that Receive Budgetary Allocations or Other Support From Polk County. Motion by Arcand/Schmidt to recommend the Resolution to the county board for consideration. Motion carried by unanimous voice vote

Policy 10 Revisions

Frey distributed a revised Policy 10, Duties and Responsibilities of Governing Committees and a resolution to amend the existing Policy 10. Motion by Johnson/Jepsen to refer the resolution to the County Board of Supervisors for consideration. Motion carried by unanimous voice vote.

Discussion/Action on Rules of Order

Johnson had prepared a report of the duties and responsibilities of the Chair of the county board. The committee agreed no action was necessary.

After committee discussion, Chair Brown declared that it was the consensus of the Organizational Committee that its charge from the county board has been completed. Chair Brown directed Schmidt to prepare a final committee report with the coordination of Corporation Counsel for the April meeting of the County Board. Chair Brown declared the consensus of the committee to forward to the Administrative Committee the recommendation of dissolution and to instruct Corporation Counsel to draft a proposed resolution of dissolution that sunset the

Organizational Committee at the end of the present term of County Board of Supervisors and transfer any discovered unfinished business of the Organizational Committee to the Administrative Committee. Chair Brown directed Corporation Counsel to present said resolution at the March 7, 2012 meeting of the Administrative Committee and to forward the same to the County Clerk for inclusion with the March 20, 2012 County Board meeting notice and packet. County Chair Johnson stated that the meeting notice for the March 7, 2012 meeting of the Administrative Committee would be amended to allow for action on the proposed resolution.

Chair Brown declared the meeting adjourned after a Jepsen/Schmidt motion passed unanimously at 10:55 a.m. He expressed thanks to the committee members and guests.

Submitted by Harry Johansen, Secretary