

FINANCE
August 19, 2020

- Call to order** The meeting was called to order by County Board Chairman Tom Cornford in the absence of Duane Rogers at 9:00 a.m. Committee Chairman Duane Rogers arrived at 9:10 a.m. Committee members present were Geri Kozelka, Wayne Jerrett, Gerry Krachey and Greg Russell. Derek Flansburgh, County Board Member, Cheri Leachman, Human Resource Director, Dan McWilliams, Human Service Director, Nancy Dowling, Register in Probate, Melissa Tairi, Treatment Coordinator and Chief Deputy Clerk Roberta Fisher were also present.
- Verify posting** The meeting was verified as being properly posted.
- Approval of Minutes** Jerrett moved, Kozelka second to approve the minutes of the previous meeting. The motion carried with no negative votes cast.
- Approval of Bills** Krachey moved, Russell second to approve the bills. The motion carried with no negative votes cast.
- Employee Assistance Program** Cheri Leachman, Human Resource Director, informed the committee of the cost of an Employee Assistance Program (EAP) offered through Gundersen Health System. This program will cost approximately \$2200 per year, and will be in conjunction with the city of Prairie du Chien employees.
- Kozelka moved; Krachey second to approve the program cost to be taken from the Contingency Fund. The motion carried with no negative votes cast.
- Treatment Crt. Budget** Melissa Tairi, Treatment Court Coordinator presented the committee with her 2021 cost projections.
- Currently, this position is a part time position at no more than 20 hours per week. Tairi is struggling to meet the needs of this position as part time. She is proposing to the committee that this position become full time. Her proposal will be funded through grant dollars through the end of 2021. She is asking the county to

cover the cost of her health insurance at approximately \$17,500.00 for the 2021 year.

In September of 2021, she will need to re-apply for another grant for the next five years. This position will report to the Criminal Justice Court Committee and locally to the Treatment Court Team, which consists of the judge, a probation agent, a police officer, sheriff's officer, and therapists. No decisions will be made without the approval of the team.

Krachey moved; Jerrett second to include the cost of Medical Associates health insurance family coverage into the 2021 budget for a full time treatment coordinator. The motion carried with no negative votes cast.

**IT Specialist
Position**

Derek Flansburgh is proposing to create an IT Systems Specialist position. This would be a full time position with benefits, and will replace our current IT contract with Dependable Solutions. This position will be available to all Crawford County Departments, including Human Services and Highway Department.

The committee discussed the several benefits of having an on-site IT person, and agreed this would be more cost efficient. Derek is asking Finance to approve an estimated annual salary and benefits cost of approximately \$90,000. The position would be advertised at a salary of \$60,000 to \$70,000, with the added amount for benefits. The Public Property Committee would serve as department head for this employee.

Rogers moved; Kozelka second to move forward with the process of hiring a permanent IT person, and to not sign a future contract with Dependable Solutions. Motion carried with no negative votes cast.

The dollars that are currently budgeted for contracted IT services will be shifted to creating this new position. This item will move on to Personnel for the next step.

**Garrity Funeral
Home Claim**

There is a claim against the County in the amount of \$12,000. A judgement against a surviving spouse was not docketed correctly; therefore, Garrity Funeral Homes did not receive payment for funeral costs that were incurred several years ago. The surviving spouse recently sold property, and is refusing to pay these costs.

Had the judgement been correctly docketed, the funeral costs would have been paid out first.

The Finance Committee is requesting someone from the Clerk of Courts Office to come before the committee with a new process or steps that will be taken to ensure an error like this will not happen in the future.

Krachey moved; Jerrett second for the county to file a claim with Tricor Insurance and move forward with getting this matter resolved. Motion carried with no negative votes cast.

The deductible will likely be paid from the Contingency Fund.

Next Meeting

September 2, 2020 at 9:00 a.m. for a special Finance Meeting with the Audit presentation. The next regular scheduled Finance Meeting will be September 23, 2020 at 9:00 a.m.

Adjournment

Krachey moved; Russell second to adjourn the meeting. The motion carried with no negative votes cast and the meeting adjourned at 9:55 a.m.

Roberta A. Fisher, Deputy Clerk