

## **MINUTES**

Eau Claire County

### **• Committee on Administration •**

Tuesday, April 12, 2016

5:00 p.m.

Courthouse - Room #1273

721 Oxford Avenue • Eau Claire, WI

Members Present: Gregg Moore, Kathy Clark and Jerry Wilkie

Members Absent: Colleen Bates and John Manydeeds

Staff Present: Kathryn Schauf, County Administrator; Matt Theisen, Facilities Director; Janet Loomis, County Clerk and Angie Harmon

#### **Chair Moore called the meeting to order at 5:04 p.m.**

#### 1<sup>st</sup> Quarter Financial Report Review – Discussion/Action

The committee will receive the financial reports for review after each quarter. In the future the reports will also include performance measurements. Each standing committee will also receive the department financial reports from departments which they have oversight. Jerry made a few suggestions to adding additional expenses and revenue lines.

#### Xcel Energy Solar Connect Community – Matt Theisen - Discussion/Action

Matt informed the members about the Xcel Energy Solar Connect Program cost and potential savings. If the county participates, this program would provide a credit on the county utility bill. The program would last 25 years.

**ACTION:** Supervisor Clark made a motion to participate in the Xcel Energy Solar Connect Program through Xcel Energy. Motion carried, 3-0.

#### Proposed Ordinance #16-17/002 – To Amend Section 2.90.080 of the Code: County Clerk; to Create Section 2.90.130 U. of the Code..... – Discussion/Action

Janet briefed the committee on the proposed ordinance that updates sections for record retention purposes.

**ACTION:** Supervisor Wilkie made a motion approving the proposed ordinance as presented. Motion carried, 3-0

#### UW-Oshkosh Graduate Students Project Update – Discussion/Action

The students are finalizing the report and will present on April 30<sup>th</sup> to the County Administrator via Skype. Kathy will provide an update to the committee on the plan at the May meeting.

#### Strategic Planning - Discussion

Gregg and Kathy provided an update on the strategic planning process. There is a planning team consisting with a few dept. heads who is working with Buck Rhyme as a consultant. The county board will participate in (2) two hour sessions.

Administrative Updates – Discussion/Action

- CGI Videos  
The committee provided the directive for the administration and information systems departments to renew a contract with CGI. CGI will provide new videos to be added to the county website. The CGI contract will be a three year contract.
  
- Law Enforcement Software acquisition and intergovernmental agreement  
The city, county, and communications center have acquired a new law enforcement software and the county will be provided an intergovernmental agreement at the next meeting.

Review / Approval of Committee Minutes / Discussion – Action

- March 8, 2016
- March 15, 2016
- March 29, 2016 – joint committee meeting
- March 29, 2016

**ACTION:** Supervisor Wilkie made a motion to approve the March 8, March 15, March 29 – joint committee meeting and March 29th regular meeting minutes as presented. Motion carried, 3-0.

Supervisor Clark made a motion to adjourn the meeting at 5:52 p.m. Motion carried.

Respectfully submitted by,

Angie Harmon  
Committee Clerk