

Trempealeau County Executive/Finance Meeting

Committee Members: Doug Winters, John Aasen, Tim Zeglin, Sally Miller, Dick Miller. Others in attendance: Paul Syverson, Rian Radtke, Elsa Kulig, Pat Malone, Cindy Currier, Laurie Halama, Deb Suchla.

- 1 Meeting called to order by Chair Doug Winters at 9:00 a.m. in the WI Room at the Trempealeau County Government Center, Whitehall, Wisconsin on Monday, August 3rd, 2015.
- 2 Notice was posted according to open meeting law requirements.
- 3 Adoption of the Amended Agenda – **M/2nd by Aasen/Zeglin to adopt the agenda; Motion carried.**
- 4 Adoption of minutes from previous meeting – **M/2nd by Zeglin/S. Miller to adopt the minutes from the 7/6/2015 meeting. Motion Carried.**
- 5 Audit Exit Meeting with Auditors-Amanda Mboga: Amanda Mboga from Baker Tilly met with the Committee to go over the 2014 Financial Statements and Communications booklets. The full county board will also be reviewing these documents and the auditors will be presenting their presentation at the next County Board meeting.
- 6 County Sales Tax Update: Handout reviewed. No action taken.
- 7 General Fund Update: Handout reviewed. No action taken.
- 8 Funding Requests: None
- 9 Department Reports/Requests
 - A. Quarterly Department Updates
 1. Information Technology-Cindy Currier: Currier reviewed some of the things her department has been working on the last quarter. They have updated to the new website, moved most employees from having two emails to one, selecting a Dispatch Console, and have been working on getting an internet connection to the Sheriff's Impound shed.
 - B. County Treasurer- Laurie Halama
 1. County Tax Bill: Halama handed out a draft resolution titled Request an Exemption from State Mandate Regarding New Property Tax Bill Law. A new requirement was passed in the last State budget that requires future tax bills, starting with the 2015 tax bills, to include additional information relating to referendum approved by a tax district that exceed the revenue limit. Halama reported that it would be very difficult for her have this ready for print on the 2015 tax bills that are send out in December. Wisconsin County's Association is trying to help get this requirement delayed until 2016. **M/2nd Aasen/D. Miller to approve the resolution and forward it on to the County Board. Motion Carried.**
 2. Quarterly Investment Report: Halama gave the required quarterly investment report.
- 10 HIPAA Policy Review and Approval: Radtke reviewed the following three policy drafts with the Committee.
 - A. Breach Identification and Notification Policy and Procedure: draft reviewed.
 - B. Breach Risk Assessment Form: draft reviewed.
 - C. Breach Risk Occurrence Log: draft reviewed.Radtke advised that HIPAA Consultant and HIPAA Compliance Team have reviewed the three policies, and he is requesting approval of the above three policies. **M/2nd D. Miller/Zeglin to approve the above HIPAA policies. Motion Carried.**
- 11 CAPX2020 Funding Update: An expenditure log was distributed. A majority of the funds have been spent. There have been two extensions given. Malone will be contacting those recipients who have not used their funds asking their status. The Committee has received thank you notes from some of the recipients.
- 12 Trempealeau Pump Hose Removal Update: Radtke advised that no recent update was available, but the project appears to be on track for completion.

- 13 Aerial Tour of County: A constituent flew Zeglin over parts of the County, and he was able to view land affected by sand mines. He feels this may be beneficial for other members on the board to see. D. Miller asked that this item be referred to the Environment and Land Use Committee to discuss as an option, if they desire, they can make a request to the E/F Committee for funds to pay for the expense.
- 14 Strategic Planning Update: Malone updated on the Strategic Planning Committee's progress. She advised that they had a 32% return rate on the 800 Surveys that were sent out to a random sample of people. They will be meeting shortly to compile the data. Malone will update the E/F Committee monthly.
- 15 2015-17 Governors' Budget Issues: Handout was given. The Wisconsin Counties Association put together a summary of the items in the budget that affect the Counties.
- 16 2016 County Budget: Syverson has distributed the budgets with a deadline of August 28th.
- 17 Responses to Letters in Regards to Canadian National: Radtke read a letter that was received from CN. Syverson will distribute the letter to all County Board Supervisors.
- 18 Items for next agenda: Strategic Planning Update, Budget Hearing Dates.
- 19 Date for next regular meeting: Wednesday, September 2nd, 9:00 am
- 20 Chair Doug Winters adjourned the meeting at 11:05 am.