

Draft

Minutes of the February 13, 2020, Administration Committee Meeting, Sawyer County Board of Supervisors

Members present: Dale Schleeter, Ron Kinsley, Brian Bisonette, Tweed Shuman, Kathy McCoy

Others present: Tom Hoff, Carol Williamson, Gary Elliott, Linda Zillmer, Rose Lillyroot, Ron Buckholtz, Mike Coleson, Jon Hochkammer, Jay Kozlowski, Dawn Petit, Mike Keefe, Troy Morgan, Gary Elliot

Shuman called the meeting to order at 10:00

Motion by Kinsley, 2nd by Schleeter, to approve the minutes from the January 9, 2020 meeting. Motion carried

Veteran's Service Officer Gary Elliott provided a written report to the Committee. The Veteran's Service Office did 557 phone calls, 319 office visits and 90 counseling appointments in January.

Jon Hochkammer from Wisconsin Counties Association gave a presentation on "Committee Process and Structure". Discussed steps in redistricting 2021. Use of a Task Force for projects. Strategic Plan annual review.

Information Technology Director Mike Coleson provided a written report. Coleson attending training with the Cyber Response Team in Madison; sponsored by the Wisconsin Department of Enterprise Technology.

Human Resource Coordinator Rose Lillyroot provided a written report to the committee. Planning on timekeeping project going live end of March, beginning of April. Two employees working under the Economic Support Consortium are qualified and interested in telecommuting. Work is measurable. Will try on a three-month trial bases. One week, three days at home; one week two days at home; weeks alternate. The consortium providing computer equipment and desk.

Administrator Hoff provided a written report to the Committee; the report is attached to the agenda on the website.

Future Agenda Items:

Committee Structure on March agenda

Task Force; 2nd Court Room /Administrator Hoff and Chair Shuman

Meeting adjourned 11:22 am

Minutes prepared by Carol Williamson