

ADMINISTRATIVE COMMITTEE

December 10, 2012

The meeting of the Administrative Committee was called to order by Chair Jack Meyers at 4:30 PM on December 10, 2012 in the Committee Room, Government Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Jack Meyers David Richter Joanne Guden
Mike Stoddard Paul Schwandt Deb Schubert

Also Present: Marge Bostelmann, County Clerk Dan Sondalle, Corporation Counsel
Bill Hutchison, IT Mike Starshak, Supervisor
Tony Daley, Berlin Journal

The Pledge of Allegiance was recited.

AGENDA

Motion/second (Richter/Schubert) to approve agenda. Motion carried.

PUBLIC COMMENTS

Mike Starshak presented notes to the Committee relating to agenda item "Consideration and Recommendations on County Board/Committee going paperless with use of electronic devices". Meyers requested that Starshak stay for the discussion of this item later in the meeting.

CORRESPONDENCE – None

FILL VACANT POSITION

Administrative Assistant – County Clerk's Office: Bostelmann explained that Vicki Bernhagen will retire effective February 1, 2013. Bostelmann explained the need for this position to continue. She is not recommending a change in the job description or classification. Discussion was held.

Motion/second (Guden/Stoddard) to approve filling the position and sending it on to Personnel for approval. Motion carried.

CORPORATION COUNSEL 2013 BUDGET

Bostelmann presented a draft budget for the corporation counsel's office. Sondalle presented a proposal to stay on for six months or as long as needed to train/support the new corporation counsel. He will adjust his proposal as needed if he is not needed as long as six months.

Motion/second (Guden/Schubert) to approve the revised budget and send to Finance for approval. Motion carried.

CONSIDERATION AND RECOMMENDATIONS ON COUNTY BOARD COMMITTEES GOING PAPERLESS WITH USE OF ELECTRONIC DEVICES

Starshak presented concerns with going wireless. Richter also presented concerns with going wireless; Cost versus savings, training sessions, comprehension, burden to the IT department, internet access for everyone, supervisor turnover, security issues, archiving and unprotected digital documents were mentioned. Hutchison stated that he is not in favor or against using electronic devices, but is willing to work with any decision made by the Board. Schubert stated that she is against this project. Bostelmann offer to show the Supervisor how she uses an iPad for meetings. Discussion was held on legal concern of public business on private email systems.

Motion/second (Richter/Schubert) to send the information presented and discussed at today's meeting

from Starshak and Richter to the County Board for discussion at the December County Board meeting and state that this committee is not in favor of going paperless with electronic devices at this time. Motion carried, 5 ayes, 1 nay (Schwandt)

COMMITTEE DISCUSSION

Future Meeting Date: Regular meeting is February 4, 2013 and other meetings as needed.

Future Agenda Items:

ADJOURNMENT

Motion/second (Stoddard/Richter) to adjourn at 5:31PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk