



POLK COUNTY, WISCONSIN

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Dana Frey, County Administrator
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AGENDA AND NOTICE OF MEETING

GENERAL GOVERNMENT COMMITTEE

Government Center

County Board Room

Balsam Lake, WI 54810

Thursday September 11, 2014 1:00 p.m.

Purpose: Review and Action on selected items as listed below

Documents: Minutes of August 18th and Monthly Reports

ITEM	LEAD PERSON
Call to order Approval of agenda Approval of minutes for August 18, 2014 General Government Election of new chair Public comment New business	Committee Chair
<ol style="list-style-type: none"> 1. Questions on issues as contained in written monthly reports 2. Update on 2015 budget 3. Resolution to Authorize Amendment to Wisconsin Department of Health Services to Polk County Consolidated Contract to Provide for Wisconsin Hospital Emergency Preparedness Program Services 4. Recommendation on Resolution to Authorize Space in Former County Library Building to Unity School District for Alternative Diploma Program 5. Contingency fund transfers for emergency museum repairs 	County Administrator
Future agenda items	Committee members
Adjourn	



MINUTES
General Government Committee
County Board Room
Balsam Lake, WI 54810
1:00 p.m., Monday, August 18th, 2014

Meeting called to order by Committee Chair Hallberg @ 1:00 PM.

Members present

Attendee Name	Title	Status
Josh Hallberg	Chair	Present
Russ Arcand	Supervisor	Absent
Larry Jepsen	Supervisor	Present
Ken Sample	Supervisor	Present
Pat Schmidt	Supervisor	Present

Also Present Tammy Peterson, Executive Secretary; Dana Frey, County Administrator; Jeff Fuge, Corporate Counsel and Gretchen Sampson, Director of Public Health.

Approval of Agenda- Chairman Hallberg called for a motion to approve agenda. **Motion made by** (Schmidt/ Jepsen) to approve agenda after moving number 9 to the top for discussion. Motion carried by voice vote.

Approval of Minutes- Chairman called for a motion to approve the minutes of the July 10th, 2014. **Motion made by** (Schmidt/Jepsen) to approve minutes. Motion carried by voice vote.

Public Comment – None

New Business

Chairman Josh Hallberg spoke on Discussion and Recommendation to County Board Concerning Increasing Act 150 Payments to 100%.

Librarians present, Tiffany Meyer, James Nalen , Linda Heimstead and Director at Indianhead Federated Library System John Thompson.

Motion made by (Jepsen/ Sample) to withdraw. Motion carried by voice vote.

Administrator Dana Frey announced the County has received the Distinguished Budget Presentation Award presented from Government Finance Officers Association (GFOA).

Administrator Frey addressed monthly reports, recommendation on 2015 fee schedule and 2015 budget issues.

Mr. Frey spoke on Resolution to Adopt Draft Master Fee Schedule for 2015 Budget Proposal. **Motion made by** (Sample/ Jepsen) to recommend to County Board. Motion carried by voice vote.

Director of Public Health Gretchen Sampson spoke on draft Resolution to Authorize Wisconsin Hospital Emergency Preparedness Program Grant and Professional Service Contract.

Corporate Counsel Jeff Fuge requested Administrator Dana Frey and Chairman Josh Hallberg into closed session.

CLOSED SESSION 2:23PM

SESSION RECONVENED 2:28PM

Administrator Frey requested Ms. Sampson to try to receive Direct Compensation from the state.

Administrator Frey discussed the Resolution to Create Highway Utility Plowing Fee. **Motion made by** (Sample/ Schmidt) to move to County Board. Motion carried by voice vote.

Director of Employee Relations Andrea Jerrick and Darlene Kusmirek gave presentation on new hiring process.

Chairman Josh Hallberg spoke on Authorize draft of resolution for county board regarding reimbursements associated with lake districts. Review resolution 11-12 and discuss further recommendations to create record of participation with affiliated organizations. Discuss reimbursement and feasibility of ad hoc committees, with emphasis on citizen member.

There was no act upon 11-12 and more discussion and review is recommended for draft of resolution for County Board regarding reimbursements associated with lake districts.

Corporation Counsel Jeff Fuge discussed Resolution to Disallow Claims for Compensation and Reimbursement of Supervisors Appointed to Serve as PILRD Board Commissioners under Section 33.28, Wis. Stats. **Motion made by** (Hallberg/ Sample) to recommend for review at County Board. Motion failed by tie vote, 2 in favor and Schmidt/ Jepsen against.

Future agenda items- 2015 budget and breakdown of the Information Technology 392 work orders. Such as how resolved, training, hardware or software.

Adjourn - Motion made by (Jepsen/Sample) to adjourn. Meeting adjourned 4:06 PM.



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DEPARTMENT OF ADMINISTRATION

Dana Frey, County Administrator

100 Polk Plaza, Suite 220, Balsam Lake, WI 54810

Phone (715) 485-9212 Email dana.frey@co.polk.wi.us

Monthly Report, August 2014

Public financial management

Current

- Preparation of the 2015 budget recommendation and proposed 2015-19 Capital Improvement Plan

Upcoming

- Submission of the 2015 budget recommendation and capital improvement plan

Recruitment, selection and supervision of department heads

Current

- Regular monthly individual and all department head meetings to coordinate activities and disseminate information

Upcoming

- Completion of core training program for department heads
- Develop new performance appraisal process
- Develop new position classification system

Preparation of materials for Board review and action

Current

- Presentation of the fee schedule and property inventory at the August Board meeting

Upcoming

- Boardroom technology upgrade

Policy implementation and oversight

Current

- Work with individual committees on redrafting their sections of Policy 10 to facilitate better committee operations

Programs implemented by this department and related goals:

1. Public financial management: Maintain financial discipline and allocate funds as effectively as possible following priorities set by the County Board
2. Recruitment, selection, and supervision of department heads: To maintain the high standards of professionalism and competence of senior staff as well as to help staff improve overall efficiency and effectiveness.
3. Preparation of materials for Board review and action: The Board receives information to support its decision making in a timely and orderly manner.
4. Policy implementation and oversight: All Board policies, state and federal laws enforced.



POLK COUNTY, WISCONSIN

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INFORMATION TECHNOLOGY DEPARTMENT

Todd Demers, Director of Information Technology

100 Polk Plaza, Suite 205, Balsam Lake, WI 54810

Phone (715) 485-9220 Email toddd@co.polk.wi.us

Monthly Report, August 2014

HIPPA / HITECH Compliance

Current

- Met with Department leaders to discuss “covered entity status,” information types used by their respective departments and training preparation for security awareness.
- Conference staff on review of ePHI repositories to confirm we have a full repository list. As we apply updated security filters and rules, we need to be sure our action affects all ePHI data repositories.
- Researched NIST Publications for updates and additional requirements as we prepare for our security risk analysis of protected information with our covered entities. Created a database to capture regulated information, forms and reports.
- Implemented the mandatory automatic screen savers on all computers the manage sensitive / protected information. This is a HIPAA requirement and does add security assurances to our whole network.

Upcoming

- Complete the full scale risk analysis, assessment and implementation of security measures as prescribed by HHS and departmental feedback (September- October)
- Update the HRM documentation to reflect our findings, evaluations and mitigation test results (November - December)
- Distribute completed HRM to all county departments for review and feedback (December)

Technical Support

Current

- Received draft one of the I.T. budget for 2015. The new fee schedule adequately covers the annual fees associated with timekeeping, employee issues and payroll and software upgrade requirements for countywide software (Microsoft operating systems, Microsoft Office Suites, and Microsoft Exchange Server).
- Installed two new Ricoh MFP copiers in Public Health. This concludes the MFP purchases for 2014, making a total ownership of twenty-two MFP countywide.

- I.T. completes an average of 387 work order per month in a courteous and professional manner and to mitigate future problems with countywide equipment. The goal of I.T. is to protect the confidentiality, integrity and availability of all countywide information.
- Recycled nearly ½ ton (1½ truckloads) of old servers, fax machines, computers, laptops, printers and toner cartridges. All hard disk drives were removed and pulverized for security assurance purposes.

Upcoming

- Working with R.O.D. on redaction project – assisting in drafting RFP (September)
- Continue to support the county on all I.T. service requests
- Meet with Law Enforcement to discuss technology needs for 2015 (August – September)

Network Administration

Current

- Reconfigured our network to include WiFi capabilities to supervisors and staff for board / committee meetings as well as web access through public access wireless technology. This strategy will assist supervisors and staff access to web-based information during their meetings.
- I.T. has worked with Buildings to re-commission the T1 circuit between Highway as part of the new hardware –to-virtual replica ring for telecommunications and fail-over redundancy between Highway, Justice Center and Government Center (Contingent on Buildings approving the project –On HOLD until final approval by administrator & buildings director)
- Updated our VMWARE with enhancements for managing and reporting on our virtual servers and computer environments).

Upcoming

- Completed the shovel-ready plan to duplicate our telephone communication infrastructure. Submit plan to Buildings for review, approval and budgeting. The cost is approximately \$9000 and I.T. is working with Buildings on project. The duplicated network would eliminate disruption to the current hardware phone system. This project is on hold until funding is secured. (may be 2015)
- Upgrade our McAfee Total Defense system (Encryption, email security gateway, anti-virus/spamware protection and mobile device protection) We are moving to EPO 5.1 (September)

Programming & Analysis

Current

- Complete the I.T. Monthly Activity report which is due August 29th.
- Performed site visits of four (4) neighboring counties who have contracted with Netsmart for the new Avatar HSD solution. We will use the remaining days of July to compile and analyze the information collected from those counties. This information gives us insight on

the features and functionality of the Avatar HSD solution software and prepares us for implementation.

- Completed the budget reports (Draft 2) for administration as currently prescribed

Upcoming

- Preparing for Netsmart site visit on September 9th. Completing the review and required changes in the Netsmart statement of work (S.O.W.) and upcoming contract with and for human services (August)
- Working on upgrading Kronos to the new version 7 for better data collection and reporting (September)
- Work with GCS and ImageTek to import the newly redacted records for R.O.D. Soon the public will have access to thousands of additional records in their redacted form. Mandated by state law.

Programs implemented by this department and related goals:

5. HIPPA/HITECH Compliance: Ensure that protected health information of our clients and employees is managed consistent with federal guidelines.
 6. Technical support: Provide professional technical support to all departments and work to reduce the cost of equipment and energy to operate.
 7. Network administration: Provide a high-speed and secure network to meet new demands.
- Programming and analysis: Improve efficiency and effectiveness of government through software solution.

**POLK COUNTY GOVERNMENT
DEPARTMENT OF EMPLOYEE RELATIONS**

Andrea Jerrick, Employee Relations Director
100 Polk County Plaza, Suite 229, Balsam Lake, WI 54810
Phone: 715-485-9123 Email: andrea.j@co.polk.wi.us

Monthly Report, September 2014

Employee Wellness and Safety

Current

- Completing summer wellness activities including physical challenges and nutrition guidance
- Researching and designing healthy options vending program (ongoing with vendor)
- Completed first round of wellness vendor evaluation
- Training in ALICE program for lock down procedures—drills and training for employees in September

Upcoming

- Wellness Fair—moved to November
- Employee Wellness Website—coordination with wellness vendor (November)
- Safety Assessment by WC Provider's Risk Control Services (August/September)

Compensation and Benefits

Current

- Revised communications about benefits on NeoGov site to support recruitment efforts
- Implementation of lower starting wages for new hires to align with market (ongoing)
- Development of 2015 staffing budget projections (September completion)
- NeoGov site adapted to new County webpage set up (completed)

Upcoming

- Development of 2015 compensation and benefits communications materials for 2014-5

benefit fair

Labor Relations

Current

- Coordination with Golden Age Manor to increase paperless staffing change process (paperwork related to new hires, status changes, separations)
- Paperless 2015 online benefit enrollment with enrollment data fed directly to carriers (August-November)
- Collaboration between departments on training for defensive driving and workplace incident liability (workers compensation related)

Upcoming

- Upgrade to Kronos timekeeping system (September/October)

Employment, Recruitment/Retention, Position Development

Current

- Support and coordination of ongoing management training sessions—development of workgroup for next training modules and staff training opportunities (in progress)
- Revision of job descriptions to focus on knowledge, skills, abilities, organizational impact (KSAO) and behavioral competencies; and, interview process modified to evidence-based behavioral interviewing method. (ongoing)

Upcoming

- Participation/Resource for Employee Development workgroup (in progress)
- Expansion of recruitment efforts to include recruitment through social media (August/September)
- Development of management toolkit for on-boarding and managing employees (June – December)

Policy Development and Legal Compliance

Current

- Update employee handbook to reflect required mandates under the Affordable Care Act (Draft

1 completed/draft 2 due out October/November)

Upcoming

- Communication handbook modifications through ADP employee portal, obtain electronic signature
 - Assist in re-drafting of personnel policies/codes when applicable

Programs implemented by this department and related goals:

1. Employee Wellness and Safety: Redesign of Employee Wellness program to enhance employee participation and awareness of wellness initiatives
2. Compensation and Benefits: Improve recruitment and retention efforts through enhancement, promotion and communication of our total rewards package
3. Labor Relations: Streamline people and paper systems to achieve efficiencies in administration of HR functions and improved employee access to information
4. Employment, Recruitment/Retention, and Position Development: Develop management tools to effectively communicate HR strategy and expectations for employee/management relations

Policy Development and Legal Compliance: Access for all employees and management for policy and handbook and training for legal compliance issues

Resolution to Authorize Space in Former County Library Building to Unity School District for
Alternative Diploma Program

TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF
POLK:

Ladies and Gentlemen:

WHEREAS, pursuant to Policy No. 916, *Management of County Owned Non-Tax Forfeiture Real Estate*, Polk County maintains an inventory of the County property that categorizes properties appropriate for lease to outside agencies; and

WHEREAS, the former Polk County library building, located at 400 Polk County Plaza, Balsam Lake, Wisconsin, has space available suitable for lease to outside agencies; and

WHEREAS, the Unity School District maintains an Alternative Diploma Program and is in the need of facilities for the operation of such program; and

WHEREAS, consistent with Policy No. 916, the County Administrator and the Conservation, Development, Recreation and Education Committee, have recommended that the former Polk County library area be leased to the Unity School District on a collaborative basis; and

WHEREAS, Polk County has use of the Unity School Computer Lab for county staff training and the Unity Auditorium for large meeting settings; and

WHEREAS, notwithstanding the provisions of Policy 916, the Polk County Board of Supervisors may, pursuant to Section 59.52(6)(c), Wis. Stats., authorize the lease of county properties to school districts within the county on terms that the Board determines in its discretion to be in the best interest of the County.

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Section 59.52(6)(c), the Polk County Board of Supervisors, authorizes the issuance of a space lease of the former Polk County library area to the Unity School District for the Alternative Diploma Program.

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors directs the Clerk to execute a lease agreement of one-year in length on those terms and conditions negotiated by the County Administrator pursuant to and consistent with Policy 916 and, pursuant to Section 59.52(6)(c), Wis. Stats., which may include as a rental fee any offset determined by the County Administrator as appropriate relative to county usage of Unity School District facilities.

Funding Source/ Funding Amount:	Not Applicable
Date Reviewed as to Appropriations:	Not Applicable
Committee Recommendation as To Appropriation:	Not Applicable
Effective Date:	Upon Passage
Dated Submitted To County Board	
Submitted By:	
Review By County Administrator: <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only _____	Review By Corporation Counsel: <input type="checkbox"/> Approved as to Form <input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only _____
Dana Frey, County Administrator	Jeffrey B. Fuge, Corporation Counsel
Acknowledgement of County Board Action	
Mark As Appropriate: At its regular business meeting on _____, ____, 2014, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. ____-14: Resolution to Authorize Space in Former County Library Building to Unity School District for Alternative Diploma Program, as follows: <input type="checkbox"/> Adopted by a vote of _____ in favor and _____ against. <input type="checkbox"/> Adopted by majority voice vote. <input type="checkbox"/> Defeated by a vote of _____ in favor and _____ against. <input type="checkbox"/> Defeated by majority voice vote	

Action Deferred by Procedural Action, as follows: _____

SIGNED BY:

William F. Johnson, IV, County Board Chairperson

Attest: _____

Carole T. Wondra, County Clerk

Resolution to Authorize Amendment to Wisconsin Department of Health Services to Polk County Consolidated Contract to Provide for Wisconsin Hospital Emergency Preparedness Program Services

TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF POLK:

Ladies and Gentlemen:

WHEREAS, pursuant to Resolution No. 44-13, the Polk County Board of Supervisors authorized and approved the Polk County Health Department to enter into a consolidated contract with the Wisconsin Department of Health Services for the period of January 1, 2014 to December 31, 2014;

WHEREAS, the Wisconsin Department of Health Services has unilaterally modified said consolidated contract to add the Wisconsin Hospital Emergency Preparedness Program; and to revise the consolidated contract period for the provision of such program services to July 1, 2014 to June 30, 2015; and to extend additional state moneys to Polk County for the provision of services related to the Wisconsin Hospital Emergency Preparedness Program.

WHEREAS, under the terms of the amendment, the Polk County Health Department would act as a fiscal agent for Region 1 of the Wisconsin Hospital Emergency Preparedness Program grant program and existing county staff of the Polk County Health Department would perform those various duties and responsibilities of fiscal agent for Wisconsin Hospital Emergency Preparedness Program – Region 1.

WHEREAS, pursuant to Polk County Policy 880, Budget Preparation and Execution, in the event that grant funds become available at a time when inclusion in the regular budget process is impractical, the County Administrator must approve the application for any grant with notification to the appropriate county standing committee; and

WHEREAS, where the expenditure of grant funds would exceed the amount approved by the County Board in the budget process, the Polk County Board of Supervisors may amend such authorized appropriations as provided by Wisconsin Statute Section 65.90(5)(a); and

~~WHEREAS, the Polk County Health Department has incurred expenses for the provision of services related to the Wisconsin Hospital Emergency Preparedness Program, and~~

~~WHEREAS, the Wisconsin Hospital Emergency Preparedness Program provides financial and technical assistance to hospitals and other facilities throughout the state to enhance healthcare preparedness for public health emergencies; and~~

NOW, THEREFORE, BE IT RESOLVED that pursuant to Wisconsin Statute Section 65.90(5), and notwithstanding Polk County Policy 880, Budget Preparation and Execution, the Polk County Board of Supervisors does amend the operating and capital budget for the calendar year 2014 as follows:

1. The Polk County Board of Supervisors does hereby authorize and adopt the amendment to the 2014 Health Department Consolidated Contract agreement for purposes of the grant year of July 1, 2014 through June 30, 2015.
2. The Polk County Board of Supervisors does hereby authorize and appropriate additional revenues and expenditures for the Polk County Health Department in the amount of ~~\$102,481.00~~ \$122,145 for the ~~provision of professional services necessarily incurred for the provision of professional services~~ for the purpose of providing requisite tasks as fiscal agent under the program for Region 1.
3. The Polk County Board of Supervisors authorizes and directs the Polk County Health Director to complete and administer the consolidated contract, as amended and to ~~extend service contracts necessary~~ to carry-out the responsibilities of the County in the Wisconsin Hospital Emergency Preparedness Program.

BE IT FURTHER RESOLVED that the Polk County Clerk is directed to cause to be published notification of this amendment in a timely fashion consistent with Wisconsin Statute Section 65.90(5)(a).

Funding Source/ Funding Amount:	Grant Award: \$122,145
Date Reviewed as to Appropriations:	
Committee Recommendation as To Appropriation:	
Effective Date:	Upon Passage
Dated Submitted To County Board	August 19, 2014
Submitted By:	
Review By County Administrator: <input type="checkbox"/> Recommended	Review By Corporation Counsel: <input type="checkbox"/> Approved as to Form

<input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <hr/> Dana Frey, County Administrator	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> Reviewed Only <hr/> Jeffrey B. Fuge, Corporation Counsel
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Acknowledgement of County Board Action

Mark As Appropriate:

At its regular business meeting on _____, ____, 2014, the Polk County Board of Supervisors considered and acted on the above resolution, Resolution No. ____ - ____: Resolution to Authorize Wisconsin Hospital Emergency Preparedness Program Grant and Professional Service Contract, as follows:

- Adopted by a vote of two thirds of the entire membership _____ in favor and _____ against.
- Defeated by a vote of _____ in favor and _____ against.
- Action Deferred by Procedural Action, as follows: _____

SIGNED BY:

William F. Johnson, IV, County Board Chairperson

Attest: _____

Carole T. Wondra, County Clerk



MINUTES

General Government Committee

County Board Room

Balsam Lake, WI 54810

1:00 p.m., Thursday, September 11th, 2014

Meeting called to order by Committee Chair Hallberg @ 1:00 PM.

Members present

Attendee Name	Title	Status
Josh Hallberg	Chair	Present
Russ Arcand	Supervisor	Present
Larry Jepsen	Supervisor	Absent
Ken Sample	Supervisor	Present
Pat Schmidt	Supervisor	Present

Also Present Tammy Peterson, Executive Secretary; Dana Frey, County Administrator; Deb Peterson, Director of Parks and Buildings and Jeff Fuge, Corporation Counsel

Approval of Agenda- Chairman Hallberg called for a motion to approve agenda. **Motion made by** (Schmidt/Sample) to approve agenda. Motion carried by unanimous voice vote.

Approval of Minutes- Chairman called for a motion to approve the minutes of the August 18th, 2014. **Motion made by** (Sample/Schmidt) to approve minutes.

Chairman called for a Motion to amend said minutes, as follows: "Corporation Counsel Jeff Fuge advised Chairmain Hallberg that it would be appropriate for the Committee to recess for a brief meeting with Administrator Frey at 2:23 p.m., Chairman Hallberg declares the Committee stands in recess at 2:23 p.m., Chairman Hallberg called the committee back to order at 2:28 p.m. Committee reconvened in open session at 2:28 p.m.

Motion made by (Arcand/ Sample) to amend the minutes, found at the Committee Packet, Page 3, that portion of the minutes that reads as follows:

"Corporate Counsel Jeff Fuge requested Administrator Dana Frey and Chairman Josh Hallberg into closed session.

CLOSED SESSION 2:23PM

SESSION RECONVENED 2:28PM"

To read as follows:

"Corporation Counsel Jeff Fuge ~~Administrator Dana Frey and Chairman Josh Hallberg into closed session.~~ advised Chairman Hallberg that it would be appropriate for the Committee to recess for a brief meeting with Administrator Frey. At 2:23 p.m., Chairman Hallberg declares the Committee stands in recess. At 2:28 p.m., Chairman Hallberg called the committee back to order at 2:28 p.m. Committee reconvened in open session at 2:28 p.m.

~~CLOSED SESSION 2:23PM~~

~~SESSION RECONVENED 2:28PM”~~

“Corporation Counsel Jeff Fuge advised Chairmain Hallberg that it would be appropriate for the Committee to recess for a brief meeting with Administrator Frey at 2:23 p.m., Chairman Hallberg declares the Committee stands in recess at 2:23 p.m. Chairman Hallberg called the committee back to order at 2:28 p.m. Committee reconvened in open session at 2:28 p.m.

Motion to amend minutes carried by unanimous voice vote. Chairman Hall berg called for the vote on the motion to approve the minutes, as amended. Motion to approve the minutes, as amended carried by unanimous voice vote.

Chairman Hallberg called to the floor the matter identified as Election of Committee Chair. **Motion made by** (Schmidt/ Sample) to postpone until October meeting. Motion carried by unanimous voice vote.

Public Comment – None

New Business

Administrator Dana Frey addressed monthly reports and 2015 budget issues.

Supervisor Pat Schmidt inquired about the ALICE (Alert, Lockdown, Inform, Counter, and Evacuate) program. Ms. Schmidt requested training should be available for all of County Board.

Mr. Frey discussed Resolution to Authorize Amendment to Wisconsin Department of Health Services to Polk County Consolidated Contract to Provide for Wisconsin Hospital Emergency Preparedness Program Services. **Motion made by** (Sample/ Schmidt) to forward with consideration amendment as presented by Mr. Frey and Mr. Fuge as state grant given by State of WI and HHS to County Board. Motion carried by unanimous voice vote.

Mr. Frey also discussed the Recommendation on Resolution to Authorize Space in Former County Library Building to Unity School District for Alternative Diploma Program. **Motion made by** (Arcand/Sample) to recommend to County Board. Motion carried by unanimous voice vote.

Administrator Frey and director of buildings Deb Peterson spoke on Contingency funds needed for emergency museum roof repairs that are necessary and appropriate in the amount of \$14,000. **Motion made by** (Sample/ Schmidt) to approve. Motion carried by unanimous voice vote.

Future agenda items- Next general government meeting, September 19th at 1:00 to discuss 2015 budget(s), Todd Demers, Director of IT Department to speak on County Board room project and ACT 150 Phase in approach handout from Polk County Library directors.

Adjourn - Motion made by (Sample/ Schmidt) to adjourn. Meeting adjourned 2:43 PM.