

CITY/COUNTY SHARED SERVICES COMMITTEE MINUTES

City Hall
3rd Floor Conference Room
828 Center Avenue
Sheboygan WI

July 30, 2013

Called to Order: 6:00 P.M.

Adjourned: 7:25 P.M.

MEMBERS PRESENT: Peggy Feider, Roger Te Stroete, Mike Vandersteen, Thomas Epping, Don Hammond, Eldon Burg, Darryl Carlson, Ed Procek and Mary Lynne Donohue (left at 6:30)

MEMBERS ABSENT: Terry Katsma and Gary Maples

ALSO PRESENT: Jeff Hermann, Chris Domagalski, Jim Risseeuw, Mike Walton, Jim Amodeo, Jo-Ann Decker, June Payne, Bob Bluske, Jeff Shircel and Mary Rajer

Call to Order – Chairperson Hammond called the meeting to order.

Pledge of Allegiance - All present stood and recited the Pledge of Allegiance.

Approval of the Minutes – Supervisor Epping made a motion to approve the minutes of the June 4, 2013 City/County Shared Services Committee meeting. Motion seconded by Mayor Vandersteen. All ayes - Motion carried.

Correspondence – None

Public Input and Comments on Agenda Items/Non-Agenda Items – None

SCEDC Update – Dane Checolinski, Director of the Sheboygan County Economic Development Corporation began his presentation by thanking both the City and County for their support of the SCEDC. The organization was created in 2010 with the goal to create or retain 3,500 jobs throughout Sheboygan County and help induce \$1,000,000 in investments. At present the Job Goal Obtainment is at 72% (970 jobs short of the 3,500), and the Investment Goal Obtainment is at 118% with \$118,000,000 invested. Over the past 3-1/2 years, the SCEDC has brought in \$23,000,000 to the community through loan and tax credit projects and performance loan, land, transportation and workforce training grants.

The number one priority of the SCEDC is to stop another large company from leaving Sheboygan County. The organization is also involved with helping existing companies to expand and they are trying to attract new companies to the area. The SCEDC runs a service center to share options for non-traditional financing, site selection and workforce development. They have also created a series of guides that explain available workforce development resources, incentives and programs for Sheboygan County businesses. The SCEDC is also actively marketing Sheboygan County business property.

Shared Fire Services Update: Chief Jeff Hermann, Sheboygan Fire Department – Since becoming Sheboygan Fire Chief, Jeff Hermann has been an active member in the County Fire Chief's Association. The City of Sheboygan is only one of 25 fire departments in the county. Chief Hermann gave an overview of how the departments have been working together and possible future sharing opportunities:

- Put together a County Training Officer's Group to insure standardized training procedures.
- Sharing of equipment.
- Fire Investigations – dismantled Sheboygan team and reassembled with County team
- Technical and confined space rescue – donation from WI Public Service, and with help from Wastewater and Water Dept., next week equipment needs will be met and training will begin with outlying departments.
- Sheboygan no longer has air supply system – both Kohler and Cedar Grove can supply. Other equipment that can be shared: aerial ladders, brush buggies, water tenders. The Command Post is frequently shared.
- Bigger picture – share in vehicle purchasing? The chief feels that 3-4 aerial ladder trucks in the county would be sufficient. How to share in the funding could be a hurdle.
- With a reported 1,200 – 1,300 portable radios in the county, as we go into combined dispatch, we could look at sharing these resources.
- Looking to the future Chief Hermann feels a Regional Fire District would be a better model. He is not looking to disband any departments, only break down the boundaries around them.

Progress Report on Combined Dispatch – Inspector Jim Risseeuw reported that the 5-year Capital Plan for remodeling of the building to house combined dispatch as far as cost and is physical needs will go before the County Finance Committee on August 7th. The radio project will also be included at this meeting.

The plan to combine work forces, wage scales, seniority, etc. has gone through discussion with Human Resources and the County Administrator and will go to the HR and Finance Committees on July 31st. Dispatchers have spent time in each others dispatch centers. The goal is to retain as many dispatchers as possible as their experience is valued, as well as their knowledge and skill set. Assuming it passes committees on August 8th the plan will be revealed to city and county employees.

An advisory board has been formed and will start meeting in September.

Review Priority List of Issues

1. IT/Shared Software First Steps: Dave Augustin/Terry Hanson - Both Terry Hanson, Director of Finance and Information Technology for Sheboygan County and Dave Augustin, Director of Information Technology, City of Sheboygan, reported on recent improvements made to each of their departments. A Power Point presentation was given on what they felt were possible opportunities for sharing. The list is as follows:

Current Activities

- City & County IT Departments have gone through a recent metamorphosis.
- Both have developed strategic technology plans.
- Both are in progress of executing respective plans.
- Shared Dispatch technology installation.

Short Term Opportunities

- Combined Dispatch Technology Installations
- Supplier consolidation
- Formulate Combined Strategic Plan
- Review Current Process
- Determine Scope of Work
- Plan for Standardization
- Common Network Infrastructure
- Other Municipalities (Ongoing)

Mid Term Opportunities

- Combine Data Centers
- Single Email Hosting
- Single Anti-Virus Solution
- Single Web-Filter Solution

Long Term Opportunities

- One Data Center
- One Disaster Recovery Site
- Shared Application Suites
- Sheboygan County Community Area Network

Chairman Hammond explained that both departments were asked to put together a plan of action as to what reasonably could be done to create operational efficiencies, not aimed at eliminating any current positions. At the next meeting the Department of Public Works and the Highway Department will be examined for sharing opportunities. Dave Augustin and Terry Hanson will bring a plan forward regarding sharing IT services to the November meeting.

Lean Government Initiative – Terry Hanson told the committee about an amendment introduced by Senator Leibham during state budget deliberations that created a state program to reimburse local units of government for consulting services provided by private businesses to establish a lean government program. Under the budget motion, the state would reimburse up to \$2,000 per invoice for consulting costs charged by a private business to a local government – counties and municipalities would be limited on two invoice submissions in a five-year-period. Terry Hanson and Jim Amodeo will work together to get information out on this initiative.

Date/Time/Location of Next Meeting – Monday, September 30th at 5:00 PM in the 3rd Floor Conference Room at City Hall.

Adjournment – Supervisor Epping made a motion to adjourn. Motion seconded by Ald. Carlson. All Ayes - Motion carried.

Respectfully submitted,

Mary Rajer
Recording Secretary