

Meeting was called to order by Chairman Chris Mayer at 9:00 A.M., at the Vilas County Courthouse, Conference Room 1.

Present: Chris Mayer, Sig Hjemvick, Jim Behling, Gene Ciszek, Joy Schmitz, Debbie Durski, Tara Alfonso, and Lynn Bybee. Excused absence: Steve Favorite

Motion by Gene Ciszek, seconded by Sig Hjemvick to approve the agenda to be discussed in any order by the Chair. All voting aye. Carried.

Motion by Jim Behling, seconded by Gene Ciszek to approve the previous minutes. All voting aye. Carried.

**Veterans Service Office Matters** – Debbie Durski was present at the meeting to give reports and submit bills for payment. The Veterans Service office purchased a copier from Clermont and will take the cost out of the supplies and equipment budget. Ms Durski requested approval for out of county travel to attend a training meeting in Oshkosh on April 7, 2011. The meeting will be discussing homeless shelters, military funerals and helping families for returning servicemen. The cost is \$180 for registration plus either hotel or travel time if driving there and back in one day. Motion by Sig Hjemvick, second by Jim Behling, to approve travel for training for Ms Durski. All voting aye. Carried.

Motion by Jim Behling to approve bills for the Veterans Service office, second by Sig Hjemvick. All voting aye. Carried.

**Child Support Matters** – Joy Schmitz submitted vouchers for approval for the Child Support office. There is a \$35 registration fee and hotel costs for the Director's Dialogue Conference in April. A bill was submitted for the annual membership in the Child Support Enforcement Association. Ms Schmitz requested a phone headset for an employee. The employee's doctor has suggested that a headset will help the employee in their workstation. Ms Schmitz will check with the IT department for the costs and compatibility with our phone system. Two quotes were obtained, cost were \$324 and \$379 for a headset. Jim Galloway is apprised of this situation. Motion by Jim Behling, second by Gene Ciszek to authorize the purchase of a telephone headset after an evaluation from Jim Galloway. All voting aye. Carried. Ms Schmitz submitted the expenditure guideline for February. Motion by Jim Behling, second by Sig Hjemvick to accept budget as printed. All voting aye. Carried. Monthly performance report submitted for review showing support order rate, paternity establishment rate, collection rates and unproductive arrears cases. Annual report was submitted for review and approval. Motion by Gene Ciszek, second by Jim Behling to approve the annual report. All voting aye. Carried.

Motion by Sig Hjemvick, second by Jim Behling, to approve bills for the Child Support Office. All voting aye. Carried.

**Corporation Counsel Report** – Tara Alfonso presented the annual report for review. Reports have exhibits showing the total written requests and new cases for the year for the Corporation Counsel Office. New in the report this year is Exhibit E, which is a detailed list of the number of child

support hearings for the year. Motion by Sig Hjemvick, second by Jim Behling to submit the annual report to the County Board. All voting aye. Carried.

Reports for the written requests and the new cases for February were submitted to the Committee. There was 43 written requests for the month of February and 18 Cases including ( 3 adult and 1 juvenile Chapter 51 cases, 2 guardianships, 9 truancies and 3 Chips cases).

The Corporation Counsel office has worked on several continuing issues this past month. 3 TRP cases, had a favorable unemployment decision, assisted the posting for the Judicial Assistant position, worked on issues with the union, the Hwy Department on the Boulder Junction shop, the Sheriff's Dept and on the barking dog citation. A state court official has been reviewing all files for Chips cases. This could be in preparation for a federal audit, which is the basis for funding in the future. Vouchers for the month include, phone bill, outside attorney fees, service fees, legal books, and mileage. Ms Milanowski will be attending a seminar for public employment.

Motion by Sig Hjemvick, seconded by Gene Cisek to approve the bills for the Corporation Counsel office. All voting aye. Carried.

**Standing Rules-** The Standing Rules will need to address the succession of the Chairman position due to the resignation this month. The procedures should be clearly stated in the Rules. The rules and conduct of board members may need to be stated as well, instead of using the same rules as for county employees. The Committee will need an opinion from Corporation Counsel and will need to review any precedence set in the past.

**Letters and Communications-** Nothing at this time

**Out of County Travel-** Approved throughout the meeting.

**Legislative Updates** – Nothing at this time.

**Approval of bills** – Approved throughout the meeting.

Motion by Sig Hjemvick, seconded by Jim Behling to adjourn at 10:55 a.m. All voting aye. Carried.

Minutes reflect the recorder's notations and are subject to approval by the appropriate board or committee.

Submitted by: Lynn Bybee