

NOTICE OF AN ELECTRONIC MEETING

This meeting will be conducted via electronic videoconferencing/teleconferencing. As such, it is likely that some or all members of, and a possible quorum, may be in attendance via electronic means and not physically present.

In accordance with Wisconsin law, the meeting will remain open to the public. The public may attend in person at the location noted on the agenda.

The public is encouraged to attend via electronic means.

	Agenda Executive Committee Tuesday, April 13, 2021 – 6:00 pm Conference Call 1-312-626-6799 Zoom Meeting ID: 871 6443 9308 https://us02web.zoom.us/j/87164439308 Health & Human Services Center – Community Room 303 W. Chapel Street Dodgeville, Wisconsin	Iowa County Wisconsin
For information regarding access for the disabled, please call 935-0399.		
<i>Any subject on this agenda may become an action item.</i>		
1	Call to order.	
2	Roll Call.	
3	Approve the agenda for this April 13, 2021 meeting.	
4	Approve the minutes of the March 9, 2021 meeting.	
5	Public Comments.	
6	Consider Resolution Recommending Transfer of Funds in 2021 from the Iowa County Capital Projects Fund Balance for the Costs Associated with Planning for a New Nursing Care Facility.	
7	Consider the Creation of Four Hospitality Service Aide positions at Bloomfield Healthcare.	
8	Consider Filling Supervisor District 11 position.	
9	Motion to go into closed session pursuant to Wis. Stat. 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Discuss current Bloomfield funding arrangement and debt/liability in preparation for long-term feasibility discussion and options.)	
10	Motion to return to open session.	
11	Possible action on any of the closed session items.	
12	Set date and time for next meeting. (5/11/21)	
13	Adjournment.	

You may attend via videoconference by downloading the free Zoom program to your computer at <https://zoom.us/download> At the date and time of the meeting, you log on through the Zoom program and enter the Meeting ID from the above agenda. You may also attend via conference call by dialing the phone number listed on the agenda above.



**Draft Minutes of the
Executive Committee
Tuesday, March 9, 2021 – 5:00 pm
Health & Human Services Center – Community Room
303 W. Chapel Street
Dodgeville, Wisconsin**

**Iowa
County
Wisconsin**

1	Call to order. Chairman John Meyers called the March 9, 2021 Executive Committee meeting to order at 5:00 p.m.
2	Roll Call. Present at roll: Sups. John Meyers, Ron Benish, Dan Nankee, Curt Peterson, Jeremy Meek and Dave Gollon. Sups. attending via Zoom: Judy Lindholm Others present: Sups. Bruce Haag, Kim Alan, Sue Storti, Ricky Rolfsmeyer, Justin O'Brien, Steve Deal, and Joan Davis. Attending via Zoom: Sup. Don Leix. Attending in person: Jamie Gould, Allison Leitzinger, Dave Morzenti, Steve Michek, and Dr. Gloria Belkin. Others attending via Zoom: Scott Godfrey, Katie Abbott, Zack Hill, Troy Pittz, Steve Schneider, Pat Reilly, Ani Weaver, Lillie Jewell, Rob Danielson, and Katie McGrath.
3	Approve the agenda for this March 9, 2021 meeting. Motion by Sup. Nankee seconded by Sup. Benish to approve the March 9, 2021 agenda. Motion carried.
4	Approve the minutes of the February 9, 2021 meeting. Motion by Sup. Benish seconded by Sup. Lindholm to approve the February 9, 2021 minutes. Motion carried.
5	Public Comments. Dr. Gloria Belkin spoke against the proposed wind turbines. Ani Weaver stated she is for wind and solar energy; however, she believes the wind turbines need to be publicly own and regulated. Lillie Jewell spoke against the proposed wind turbines. Katie McGrath spoke against the wind turbine project. Rob Danielson stated the County should purchase and own solar panels on Law Enforcement Center. Sup. C. Peterson spoke about incorrect information being passed around regarding the proposed wind turbines. He feels the County should correct the public regarding the incorrect information being circulated. An application hasn't been made for the proposed wind turbines.
6	Preliminary Financial Reports for the period ending 12/31/2020. Gould informed the committee not all of the 2020 journal entries have been made.
7	Consider Resolution Recommending Transfer of Funds in 2021.

	payouts. Gould will look into this further as to why we don't have a budget line and should we create a line in our budget for employee time off benefit payouts. Motion by Sup. Benish seconded by Sup. Meek to send the resolution to the County Board. Motion carried.
8	Discuss Potential lease arrangement with Wisconsin Power and Light Co. for a Customer-Hosted Facility for solar power electrical generation. Morzenti spoke to the committee about the potential lease agreement between Wisconsin Power and Light Co. and Iowa County. Alliant Energy representative, Zack Hill, spoke about potential lease agreement. Alliant Energy is coordinating the solar panel installation with roofing company. The lease agreement includes language about the County potentially purchasing the panels at the end of the 20 year lease term. Benish is concerned about the holes that will need be created in the roof when the solar panels are installed and the impact on the guarantee of the roof. Benish contacted the engineer for the Law Enforcement Center project about the solar panel installation. The engineer informed Benish the holes in the roof will be minimal. Gollon questioned the estimated cost of removing panels to the County when the roof needs repairs. Alliant Energy will pay the cost to remove the panels for repairs or replacement of the roof once per the life of the agreement. Costs for subsequent events would be shared between Iowa County and Alliant Energy. If a solar array needs to be removed, the County will not be paid for the monthly lease payments until the solar panel is reinstalled. Per Firestone, the roof warranty company, the warranty will be covered if solar panels are installed. Sup. Deal mentioned the County is looking to add a Courthouse to the Law Enforcement Center in future. He questioned if this will block the sun to the panels. Sup. Meyers asked Hill if there are any restrictions on the property around the panels. Motion Benish seconded by Meek to send the lease agreement with Wisconsin Power and Light Co. to County Board. Motion passed 5-2. Voting against: C. Peterson and Gollon
9	Star Link Broadband update. Katie Abbott provided the committee an update about her Star Link internet service. Discussion followed.
10	Motion to go into convene in closed session. Closed Session pursuant to Wis. Stat. 19.85(1)(e) Deliberating or negotiating the purchase of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Discuss Broadband Expansion Grant Agreement with Bug Tussel Wireless to include fiber lease arrangement and financing.) and Closed session pursuant to Wis. Stat. 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Receive advice and Consider Resolution Reaffirming Iowa County's Commitment to Clean and Renewable Energy.) and Closed session pursuant to Wis. Stat. 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Receive advice regarding Renewable Energy Regulations Authority.)

	Motion by C. Peterson seconded by Benish to convene into closed session at 5:51 p.m. Motion carried.
11	Motion to return to open session. Motion by Benish seconded by Gollon to return to open session at 7:23 p.m. Motion carried.
12	Possible action on any of the closed session items. Motion by Gollon seconded by Benish to table Resolution No. 09-0221. No further was action taken. Motion carried.
13	Set date and time for next meeting. (4/13/21) Next meeting is scheduled for April 13, 2021 at 6:00 p.m.
14	Adjournment. Motion by Sup. Nankee seconded by Sup. Meek to adjourn at 7:27 p.m. Motion carried.
Prepared by Jamie Gould. Reviewed by Sup. Nankee, Secretary on 3/11/21.	

AGENDA ITEM COVER SHEET

Title: Budget Transfer Resolution for Nursing Home Planning Committee

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

Attached is a resolution to help the new Nursing Home Planning Committee by establishing funds for them to access in order to hire consultants to accomplish their mission. It is expected that architects will be needed to help determine the square footage and financial consultants to update the existing financial projections for building and operating a Senior Care facility.

RECOMMENDATIONS (IF ANY):

Consider the funding resolution proposed by staff and modify to accomodate your anticipation of need for the Committee to operate.

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Resolution to do a budget transfer

FISCAL IMPACT:

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

STAFF PRESENTATION?:

☐ Yes

☒ No

How much time is needed? _____

COMPLETED BY: Larry Bierke

DEPT: County Administrator

2/3 VOTE REQUIRED:

☒ Yes

☐ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM #

COMMITTEE ACTION:

RESOLUTION NO.

Resolution Recommending Transfer of Funds in 2021 from the Iowa County Capital Projects Fund Balance for the Costs Associated with Planning for a New Nursing Care Facility

TO THE HONORABLE IOWA COUNTY BOARD OF SUPERVISORS

WHEREAS, the Iowa County Board approved to obtain firm numbers on building a new nursing care facility and to send a questionnaire to residents to get their opinions on building a new nursing care facility; and

THEREFORE, BE IT RESOLVED THAT, the Executive Committee does hereby recommend to the Iowa County Board of Supervisors a transfer of funds from the Iowa County Capital Fund Balance to cover the costs associated with planning for a new nursing care facility in the following 2021 account:

Nursing Care Planning – Capital Outlay

400.32.57654.00000.820

\$ 100,000.00

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT: The Iowa County Board of Supervisors adopts the recommendations of the Executive Committee and approves the transfer of funds from the Capital Fund balance to cover the costs associated with planning for a new nursing care facility. The Board further directs the County Clerk to publish this Resolution pursuant to Wisconsin State Statute number 65.90 (5)(a) for the statutory requirement:

Respectfully submitted by the Iowa County Executive Committee

AGENDA ITEM COVER SHEET

Title: Create four Hospitality Service Aide positions at Bloomfield Healthcare

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

Bloomfield Healthcare would like to create a new position of Hospitality Service Aide at Bloomfield Healthcare. The facility would be looking to hire four part-time (24 hours bi-weekly) positions to assist during the supper meal time. The Hospitality Service Aide position would perform non-direct care functions such as greeting and directing visitors, assisting Nursing department with passing waters, assisting residents to various activities within the facility and assisting where needed.

RECOMMENDATIONS (IF ANY):

Approve the recommendation to hire four (4) part-time Bloomfield Healthcare Hospitality Service Aide positions.

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Draft Job Description

FISCAL IMPACT:

\$22,353.88 for all four positions.

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

STAFF PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 5 minutes

COMPLETED BY: Allison Leitzinger

DEPT: Employee Relations

2/3 VOTE REQUIRED:

☒ Yes

☐ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM #

COMMITTEE ACTION:



IOWA COUNTY POSITION DESCRIPTION

JOB TITLE: Hospitality Service Aide

DEPARTMENT / SECTION: Bloomfield Healthcare and Rehabilitation Center

DATE REVIEWED: 01/2021

TITLE OF IMMEDIATE SUPERVISOR:

GRADE: C

JOB SUMMARY:

The primary purpose of this position is to provide practical support to residents while attending to non-personal/non-direct care resident's needs.

TASK NO.	DESCRIPTION	FREQUENCY	BAND/ GRADE
1	Assist, greet and direct visitors, assist visitors in and out of the building.		
2	Greet and direct visitors, assist visitors in and out of the building.		
3	Distribute ice water and liquids.		
4	Accompany and assist with transport of residents to various activities, to and from dining rooms, beauty and barber shop, and church, etc.		
5	Monitor and helping residents with activities, assisting with activity set-up and takedown.		
6	Assists resident with preparing food as needed (i.e. cutting food, buttering bread) and collects food trays.		
7	Set tables prior to meals, set up trays for independent residents. Pick up trays and food items from dining areas and return to kitchen area.		
8	Wash beds and change bed linens, make unoccupied beds, stock supplies to resident rooms or nurse servers.		
9	Assists with household laundry and distributes personal laundry daily.		
10	Clean and arrange household areas- soiled utility rooms, dining areas, resident's rooms, bathrooms, night stands, closets, activity kitchen, living rooms per daily assignment.		
11	Label and store personal items (clothing, bedpans, basins, toothbrush, combs, etc.)		
12	Assist with cleaning resident equipment, washing down wheelchairs, walkers, lifts, feeding/IV poles, etc.		
13	Assist with routine daily cleaning on common areas within the facility.		
14	Respond to call lights and provide non-personal assistance as needed or obtain proper help.		
15	Understands and adheres to the guidelines of "Residents Rights".		

16	Functions as a member of the team and participates in routine staff meetings.		
17	Requires regular and dependable attendance.		
18	Perform additional duties as assigned.		
	<u>Demonstrated Experience and Skills Required.</u> • Knowledge of appropriate safeguards for confidential information and ability to maintain confidentiality. • Ability to communicate effectively with residents, peers, and members of the public. • Ability to follow isolation procedures.		
	<u>Minimum Qualifications</u> • One (1) year of communicating with the elderly population. • Must be able to read and write effectively.		
	<u>Conditions of Employment</u> • Typical working environment is within a non-smoking, temperature controlled facility. • Exposure to environment factors such as odors, toxic agents, violence, noise wetness, disease and/or dust. Physical Requirements • Must be able to crouch, grasp, kneel, lift, pull, push, reach, stand, sit, and stoop intermittently throughout your shift. • Ability to operate mechanical lifts. • Ability to coordinate eyes, hands, feet and limbs in performing slightly skilled movements. • Ability to recognize and identify degrees of similarities or differences between characteristics of colors, forms, sounds, odors, textures associated with residents' conditions. This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions, and skills needed for compliance with the Americans with Disabilities Act. It is not intended as a complete list of job duties, responsibilities, or essential functions, is not exhaustive and may be supplemented as necessary. This description is not intended to limit or modify the right of any supervisor to assign, direct, and control the work of employees under supervision. The county retains and reserves any or all rights to change, modify, amend, add to or delete, from any section of this document as it deems, in its judgement, to be proper.		

DATE: _____		EMPLOYEE SIGNATURE: _____	
DATE: _____		DEPARTMENT HEAD SIGNATURE: _____	
DATE: _____		COUNTY ADMINISTRATOR APPROVAL: _____	

DRAFT