

MINUTES OF THE FINANCE AND HUMAN RESOURCES MEETING HELD AT THE GREENFIELD CITY HALL ON WEDNESDAY, SEPTEMBER 9, 2020

1. Meeting called to order and roll call

The meeting was called to order by Ald. Saryan at 7:05 P.M.

Roll Call:

Ald. Saryan Present

Ald. Bailey Present

Ald. Kastner Present

Also Present:

Ald. Akers

Ald. Collins

Paula Schafer, Finance Director

Tim Sowinski, Deputy Comptroller

Mikayla Schwab, Parks & Recreation Coordinator

Julie Foley, Human Resources Administrator

Scott Jaquish, Parks & Recreation Director

John Laskoski, Superintendent, DPW

Jon Cohn, Fire Chief

Darren Rausch, Health Officer/Director

2. Approval of the February 26, 2020 Finance and Human Resources Committee minutes

It was moved by Ald. Bailey, seconded by Ald. Kastner to approve the February 26, 2020 Finance and Human Resources minutes as presented.

The motion carried unanimously.

3. Discussion/decision regarding contract allowing for the continuation of the Stockox program (S. Jaquish)

Mr. Jaquish stated the Stockbox program is what the City works with Milwaukee County and Hunger Task Force to provide healthy meal supplements to those in need. This has been continuing each month and serving approximately 55 – 85 participants. The operation is now a curbside pickup due to COVID-19.

It was moved by Ald. Bailey, seconded by Ald. Kastner to approve contract allowing for the continuation of the Stockbox program.

The motion carried unanimously.

4. Discussion and decision to approve a revised job description for Working Foreman in the Department of Neighborhood Services Public Works Division (J. Katz/J. Laskoski)

Mr. Laskoski stated the job description was revised to reflect more accurate verbiage.

It was moved by Ald. Kastner, seconded by Ald. Bailey to approve a revised job description for Working Foreman in the Department of Neighborhood Services Public Works Division.

The motion carried unanimously.

5. Discussion and Decision regarding approval of a contract amendment between the State of Wisconsin Department of Health and Family Services and the Greenfield Health Department related to 2020 Consolidated Contract grant funding related to public health emergency preparedness (D. Rausch)

Mr. Rausch stated this agreement talks about the continuation of the public health preparedness funding for both public health preparedness grant and the City readiness initiative grant. The details are outlined in the handout. This is funding the City has had consistently for approximately 20 years.

It was moved by Ald. Bailey, seconded by Ald. Kastner to approve a contract amendment between the State of Wisconsin Department of Health and Family Services and the Greenfield Health Department related to 2020 Consolidated Contract grant funding related to public health emergency preparedness, with the correction of the date to 2021.

The motion carried unanimously.

6. Discussion and decision related to Subscriber Agreement between the Greenfield Health Department and Waystar (D. Rausch)

Mr. Rausch stated this is the agreement with Waystar which is a software system to simplify revenue streams and it provides a one-stop option for verifying insurance eligibility and hopes to increase revenue. There have been various options for insurance billing, Waystar is one of the options to use to determine eligibility and bill to the appropriate provider. This is one way to receive revenue which would normally be lost out on.

It was moved by Ald. Kastner, seconded by Ald. Bailey to approve Subscriber Agreement between the Greenfield Health Department and Waystar.

The motion carried unanimously.

7. Discussion and decision related to Grant Agreement with the State of Wisconsin Department of Health Services and Greenfield Health Department for Tuberculosis (TB) Dispensary Program (D. Rausch)

Mr. Rausch stated this agreement has been in place for past four years. There is a sub-contract agreement with surrounding health departments throughout Milwaukee County. This allows the City to bill for services that they would otherwise have to provide to the community for someone who was diagnosed with Tuberculosis or was being investigated for Tuberculosis and also provides a revenue stream for the work involved.

Ald. Collins asked if Tuberculosis was common. Mr. Rausch stated there is usually one active case at any time, but they will have a handful to dozen of latent Tuberculosis, which means they need medication to ward off the disease.

It was moved by Ald. Bailey, seconded by Ald. Kastner to approve Grant Agreement with the State of Wisconsin Department of Health Services and Greenfield Health Department for Tuberculosis (TB) Dispensary Program.

The motion carried unanimously.

8. Discussion and Decision regarding contract amendment between the State of Wisconsin Department of Health and Family Services and the Greenfield Health Department related to 2020 Consolidated Contract grant funding related to core public health services (D. Rausch)

Mr. Rausch stated this should be for 2021, these grants continue as they have for past 25 to 30 years. This is funding that is from federal government to state for lead poisoning prevention, childhood immunizations, maternal and child health and overall health. These are dollars to supplement levy dollars for these costs.

It was moved by Ald. Kastner, seconded by Ald. Bailey to approve contract amendment between the State of Wisconsin Department of Health and Family Services and the Greenfield Health Department related to 2020 Consolidated Contract grant funding related to core public health services, with the correction of date to 2021.

The motion carried unanimously.

9. Discussion/decision to approve transfer of money between accounts (Carol Edmonds)

It was moved by Ald. Kastner, seconded by Ald. Bailey to approve transfer of money between accounts.

The motion carried unanimously

10. Discussion/decision on Amendment No. 2 to Intergovernmental Agreement for Emergency Medical Services between Milwaukee County and City of Greenfield (Chief Cohn)

Chief Cohn stated this agreement has been in place for many years, it is an agreement with Milwaukee County and each community has an agreement with Milwaukee County. The agreement is set to expire. The item that is changing is the formula for the money. There is \$1.5 million that is annual distributed. The ICC agreed to go to a 30%-30%-40% formula. It is 30%-population, 30%-square miles and 40% ALS transports. The intent is to reach a target number in 2027. They end up trimming \$5,000 from where previously targeted in 2027. Next year, they are slated to get about \$101,000 towards this target number. There are also some performance measures included within the agreement which were agreed to. Chief Cohn recommends approving.

It was moved by Ald. Kastner, seconded by Ald. Bailey to approve Amendment No. 2 to Intergovernmental Agreement for Emergency Medical Services between Milwaukee County and City of Greenfield.

The motion carried unanimously.

11. Discussion/decision on approving Agreement for Mutual Assistance and giving the Fire Chief the authority to continue to work on, revise, amend and approve the Operation Policy (Chief Cohn)

Chief Cohn stated this was before the Common Council in 2014 and they have been working under this with great success with many partners within Milwaukee County. There were four communities that were not fully participating. Earlier in 2020, they expressed to the ICC they had concerns with agreement, so they challenged Fire Chiefs to go out to the three insurance companies, one being CVMIC (our insurer), The League of Municipalities and City of Milwaukee who provides own self-insurance. If they could get three insurers to agree to a new agreement, they would have their municipal attorneys sign off on this. The pandemic sidelined this. Chief Cohn has been working with CVMIC to get the new agreement drawn up and then working with League of Municipalities, then with the City of Milwaukee and it is now agreed on. Now they are going back to each of the Cities to have them re-sign in the current form. The second part of this is the operations policy. The League of Municipalities wanted verbiage in this for the approval of Fire Chiefs, such as radio frequency, how many firefighters on scene, etc. This is a great agreement which brings in a lot of resources. This opens the door to much better resources. While the City has been working under this for the past six years, Chief Cohn is asking for re-approval.

Ald. Kastner stated good work.

Ald. Bailey thanked Chief Cohn for his hard work.

It was moved by Ald. Kastner, seconded by Ald. Saryan to approve Agreement for Mutual Assistance and giving the Fire Chief the authority to continue to work on, revise, amend and approve the Operation Policy.

The motion carried unanimously.

12. Approval of mileage reimbursement in the amount of \$180.50

It was moved by Ald. Bailey, seconded by Ald. Kastner to approve mileage reimbursement in the amount of \$180.50.

The motion carried unanimously.

13. Approval of schedules of disbursements in the amount of \$6,166,708.34

It was moved by Ald. Kastner, seconded by Ald. Bailey to schedules of disbursements in the amount of \$6,166,708.34 as follows:

AP Checks	8/14/2020	\$1,510,434.76
AP Checks	8/21/2020	\$568,917.61
AP Checks	8/28/2020	\$477,255.08
AP Checks	9/4/2020	\$1,337,111.50
Wire Transfers Aug 2020		\$1,450,267.88
Wire Transfers Aug 31 2020		\$675,487.16
Pcards/2020 Statement		\$147,234.35
Total		\$6,166,708.34

The motion carried unanimously.

14. Accept July 2020 financial statements

It was moved by Ald. Bailey, seconded by Ald. Kastner to accept July 2020 financial statements.

The motion carried unanimously.

15. Other topics for future agendas

Budget

16. Committee to go into closed session, pursuant to Wisconsin Statutes, Section 19.85(1)(b)(c)(e) to consider the following:

N/A

- a. Discussion of specific personnel problems as related to personnel matters (Mayor Neitzke/J. Foley)
- b. 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 (wages, insurance, or investing of public funds) (Mayor Neitzke/J. Foley)
- c. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Mayor Neitzke/J. Foley)

17. Adjourn closed session and reconvene into open session

N/A

Minutes are not official until formally approved by the Common Council at the next scheduled meeting.

18. Adjourn

It was moved by Ald. Saryan, seconded by Ald. Kastner to adjourn the meeting at 7:28 p.m.

The motion carried unanimously.