



Sheboygan County News

All Newsletters for County Employees can be found at www.co.sheboygan.wi.us

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From the Desk of County Administrator by Adam Payne

Recently I went on line and reviewed the articles that I've prepared for this newsletter over the years. There are a number of common themes including: massive State deficits; passing the buck and difficult decisions to future generations; and increasing demands on local government. I also wrote about short and long-term solutions, and the importance of leading by example.

Sheboygan County has led by example, and my pride and appreciation for our employees and organization as a whole only grows stronger. Despite the chaos, lack of respectful teamwork, and ongoing fiscal crisis in Madison, and despite increasing demands for services along with demands for property tax relief, the Sheboygan County Board and employees continue to get the job done. Thank you for your dedication, professionalism, the sacrifices you have made, and helping make our community great.

2012 Budget Implications

Shortly after our annual budget is adopted, work begins on the next. The Governor's proposed 2011-2013 State budget will have significant implications for Sheboygan County, including reducing State Shared Revenue by \$1 million, reducing Health and Human Services revenue by \$586,000, reducing Highway Department revenue by \$303,000, and reducing Child Support revenue by \$200,000; nearly a \$2.1 million reduction.

When the anticipated *revenue reductions* are combined with our anticipated general operating *cost increases* in health insurance, wages, fuel, utilities, and contracted services, we have a total of a \$4 million budget gap.

Negative Budget Factors (Increase budget gap)	
Health Insurance (10% Increase)	\$1,039,421
State Shared Revenue Reduction (41% Cut)	1,013,636
Operating Expenses (2% Cost Increase)	693,998
State HHS General Revenue Aid Reduction	436,611
State Transportation Aid Reduction	302,654
State Child Support Revenue Reduction	200,000
State HHS Youth Aid Reduction	149,081
Wages and FICA (0.27% Increase)	119,435
Retirement (With 0.5% Adjustment)	58,275
<i>Subtotal of Negative Budget Factors</i>	<i>\$4,013,111</i>
Positive Budget Factors (Decrease budget gap)	
Local 110 Contributions	(\$653,278)
Local 2427 Contributions	(605,813)
Non-bargaining Contributions	(448,538)
Debt Service (Reduced from 2011)	(139,279)
Sunny Ridge Subsidy Reduction	(133,333)
<i>Subtotal of Positive Budget Factors</i>	<i>(\$1,980,241)</i>
Preliminary 2012 Budget Gap	\$2,032,870

Inserts

From the Desk of County Administrator, cont.

Let's Get Physical
Sheboygan County 2011

In Health Clinic

All Employee Appreciation Picnic

Information Systems Offers Variety of Services

Information Systems Undergoes Operational Study

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Michael Collard
Adam Payne

(continued on insert)

Sheriff Priebe Provides New Leadership at Sheriff's Department

by Adam Payne, County Administrator

Please join me in welcoming our newly elected Sheriff, Todd Priebe, who was sworn into office on January 4th, 2011 by the Honorable Judge Edward L. Stengel.

Sheriff Priebe's law enforcement career began in 1989 at the Dallas, Texas Police Department and he returned



to his hometown of Sheboygan in August of 1992 taking a position with the City of Sheboygan Police Department. Since that time, he has demonstrated his commitment to the citizens of Sheboygan through his work as a Community Policing Officer, and now is committed to serving citizens throughout Sheboygan County.

Todd and his wife, Lisa, have two children ages 11 and 13. A favorite family summertime vacation is traveling to Minnesota's Boundary Water Canoe Area Wilderness for canoeing, fishing, and camping. New this year for winter fun was downhill skiing. Sheriff Priebe and his family are active in all types of sports throughout the calendar year.

Welcome aboard Sheriff!

Jeff Finds Work, Just Like Life, a Journey—Not a Destination

by Jeff Blanke, Information Systems Network Analyst

Ever since the age of about eight years old, I have always been interested in technology. The 1960's high-tech gadgets of the Bond movies were among my favorites. I also had my very own Polaroid Instant Camera back then. Flash forward to the present time, and I am still drawn to both subjects. Before achieving my Bachelor's Degree in Accounting (and later adding a Business Administration and a Computer Science major) from Lakeland College, I earned an Associate of Science Degree from MATC in Photography. In my current career, I am able to tie together my high-tech attraction to computers with my long time passion of photography.

I began my employment with Sheboygan County in February 2000 as a Programmer/Analyst in the Information Systems Department. My current

title is Network Analyst, but my job responsibilities have remained pretty much the same with the exception of also becoming the "Webmaster". In 2006 after a department retirement, I took over maintaining the "Sheboygan County Government" Website, which includes completing requests by over 20 different departments for various web page creation and modifications. I have brought several innovations to our County Web Site, such as finding a way to incorporate County Board Meeting videos for the public to view, as well as the County's TV-8 Program, *Sheboygan County Working for You*.

I have lived in Sheboygan County my entire life, but have traveled as far away as Australia. My wife, Natalie, and I live in the Plymouth area with our sixteen year old poodle, Max. We both enjoy working out in our free time at the Sports Core. I also spend my spare time (which

includes my lunch hour) training for my next 1/2 marathon. In 2010, I completed 7 1/2 marathons around the U.S., including 4 "Rock 'n Roll"



1/2 marathons (Phoenix, San Diego, Chicago, San Antonio) which have 20,000—30,000 runners per event. Though that many races for the year was a new personal record for me, my wife had me beat by completing 10 1/2 marathons last year. I cannot begin to describe the feeling of accomplishment after completing a long race...until the next journey begins and I need to start all over again.

Surplus Auction Helps Save Money With Recycling of Equipment

by Bernie Rammer, Purchasing Agent

From time to time I receive inquiries from employees regarding the ability to purchase surplus vehicles, equipment furnishings etc.

Starting in 2010, the County and City began placing its surplus items and equipment on an auction site (similar to eBay) sponsored by the State of WI.

This resource is used by Cities, Counties, School Districts and State agencies from all over WI. There is no fee to the taxpayers for the usage of this service.

From time to time, both the City and County will be offering items for sale designated as "Surplus" and employees may bid on and ultimately purchase these

items, just as anyone else in the public may. The County meets or exceeds all State requirements regarding the sale.

The auction items and more information can be found at

www.wisconsin surplus.com.

Construction Causes Detours throughout Sheboygan County

by Greg Schnell, Highway Commissioner

As many have noticed, the orange barrels have come out of hibernation!

The Wisconsin Department of Transportation has scheduled bridge work on I-43 in Sheboygan County from STH 42 south to the county line. The majority of the work will be done in the northbound lanes. Northbound bridges at CTH "O" and CTH "J" will be worked on this summer and southbound bridges the summer of 2012. Smies Road and Dewitt Road bridges north and southbound will be completed this summer. Other work is planned for I-43, but will not have as significant an impact.

To accomplish the above work, the on ramp (northbound) to I-43 from STH 23 will be closed through July. In addition, the northbound off ramp from I-43 to STH 42 will be closed.

Visit our website at: www.co.sheboygan.wi.us/html/d_hwyroads.html for construction information, including access to the Wisconsin Department of Transportation website, or dial 511 for statewide travel information.

Following is a list of Sheboygan County 2011 construction projects:

Roundabout construction at CTH "OK" and

CTH "EE" scheduled to start in late April pending ground conditions, to be complete mid June.

CTH "O" (Superior Avenue) storm sewer installation to begin late April.

CTH "O" (Superior Avenue) construction to begin late June with an estimated completion date of mid September.

CTH "A" from STH 57 to the Village of Elkhart Lake (3.3 miles) will be pulverized and paved.

Although road and bridge work causes delays and inconveniences, where would we be without them?

Family CAREGIVER Supportive Workplace Partnership Provides Guidance

by Kathleen Manny, Aging & Disability Resource Center & Jane Jensen, UW-Extension, Family Living

The Family CAREGIVER Supportive Workplace Partnership has been doing outreach to family caregivers at their worksites as follows:

Workshop Series

Workshop presentations have been provided at Rocky Knoll and Human Services on a variety of family caregiving topics in February and March. The final series of workshops will be presented at the Administrative Building, Detention Center, ADRC & Economic Support at the Job Center in April and May. A select number of workshops will also be held by request at Sheboygan County satellite sites. If you would like to attend a workshop but have been unable due to your worksite location or schedule, contact Kathleen Manny at the Aging and Disability Resource Center at (920) 467-4100. Feedback from the workshops has been positive. Evaluations indicate that

employees are gaining knowledge to empower them as family caregivers.

Website Update

A website connection to information on the Family CAREGIVER Supportive Workplace Partnership on the Aging & Disability Resource Center website is in process. The goal is to have an information library of fact sheets regarding the family caregiving topics that were listed on the employed family caregiver survey available on an on-going basis. The website will also market this initiative to other potential employers. Thanks to Jeff Blanke in IS for his assistance with developing the website.

What is next?

It is anticipated that the Family CAREGIVER Supportive Workplace Partnership initiative will end in June. Workshops and the website will be completed. At the June meeting, department representatives will

review the pilot program and make recommendations. A closing meeting with Human Resources and Administration will look at the final results and a plan for maintaining support to family caregivers. Please feel free to share any suggestions or comments with your department representative, Kathleen Manny, Aging & Disability Resource Center in Sheboygan County at 467-4100, or Jane Jensen, UW-Extension Sheboygan County/Family Living at 459-5900.

It has been good for employers and employees across all departments and all supervision levels to come together around a topic that affects all of us—family caregiving. Sheboygan County employees are now better prepared to care for a loved one as well as be productive employees. Thanks once again to Sheboygan County Administrator Adam Payne for supporting this initiative.

Sheboygan County Apparel Promotes Pride

by Kay Lorenz, Assistant to the County Administrator

Just a reminder that you are welcome to complete an order at any time for clothing and/or accessory items that include the Sheboygan County logo by using the following website:

www.companycasuals.com/sheboygancounty/start.jsp

When a minimum of 12 requests in any combination of the available selections are received, an order will be placed and the

items will be delivered within 2-3 weeks. If there is something you are looking for and don't find it on the website or have questions, please contact me at 459-3103.

Local Drop Off Sites Available for Discarding Unwanted/Expired Medications by Aaron Brault, Director, Planning & Conservation

Wondering what to do with leftover or expired medications? PLEASE DO NOT flush them down the toilet, pour them down the drain, or put them in the garbage! Instead, use the medication drop boxes located in the lobby of both the Sheboygan & Plymouth Police Departments. Sheboygan Falls & Elkhart Lake Police Departments will soon too have drop boxes. It's that simple.

The label must be left on the container so the contents are identified, but you may black out your name if you wish. Once the medications are in the secure drop box, there is a documented chain of custody between the police and the disposal company.

Why go to the trouble? The proper disposal of unwanted medications is important so we do not pollute our environment or affect our health. Water quality is negatively impacted when leftover medications are flushed or poured down the drain. Wastewater treatment plants and septic systems do not process the drugs. In fact, research has shown some aquatic organisms living downstream of treatment plants are showing signs of developmental and reproductive issues.

Public safety is another good reason unwanted pharmaceuticals should be properly disposed. If unintentionally swallowed by a child, pet, or guest the potential consequences are dire. Furthermore,

prescription medications include a host of personal information, including person's name, address & phone number. Improper disposal could lead to that information falling into the undesirable hands of a criminal and result in identity theft.

Rather than holding sporadic collection events as in the past, the drop boxes at the police stations allow for greater convenience and are available whenever the doors to the building are open. All deposits are anonymous.

If you have any questions, please call the Sheboygan County Planning & Conservation Department at (920) 459-3060.

Training Sessions Will Provide Guidance for Managers, Supervisors & Employees by Michael Collard, Human Resources Director

The Human Resources Department plans to offer at least two training programs for general employees in 2011, in addition to sessions planned for supervisors and managers.

In August a pharmacist from Caremark, our prescription benefit manager, will be here at the County to help employees and dependents on our health plan learn how to be better consumers of prescription medications. Not only will this information help in-

dividuals to better address their medical needs, but it can help save money both for employees and for the health plan as a whole.

Work is underway on a comprehensive revision to our Policy and Procedure Manual for employees, which encompasses many County policies. Sessions planned for early December 2011 will introduce employees to the new Manual as well as provide updates and reminders concerning the harassment policy, tele-

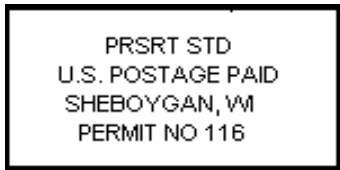
communications policy, and many others.

Training more specifically focused on the needs of supervisors and managers will include effective documentation for supervisors in April; corrective action and overtime issues in June, and employee leaves of absence issues in October.

Dates and other details will be announced at a later date.



SHEBOYGAN COUNTY
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~From the Desk of the County Administrator...continued~

To the credit of all employees making concessions, most notably Local 110, Local 2427 and Non-bargaining, as well as planned debt service reductions, the deficit has already been cut in half. To date, we face approximately a \$2 million gap as we begin the 2012 budget process.

Options to Address the Gap, Maintain Essential Services and Provide Property Tax Relief

There is always room for improvement, and we must continue to seek opportunities to streamline and reduce expenditures, including consolidating departments, privatizing services, and sharing resources with other units of government. As many of you know, our fiscal track record is impressive.

In addition, it is crystal clear the State is not going to take responsibility and provide sufficient funding for the state-mandated programs we are required to provide. It's also clear passing the buck and placing the full burden on local property taxpayers is not equitable, nor politically acceptable. The County Board needs to diversify our revenue streams, including implementing the 1/2% county sales tax (62 of 72 Counties have done so).

Under the Governor's proposed budget, counties will be subject to a 0% levy increase for 2012 and 2013, which eliminates the County Board's ability to increase property taxes to sustain programs and services the community and Board deem appropriate.

Finally, though most employees are now contributing more towards the cost of their health insurance, and 5.8% of their wages towards the cost of their retirement benefit, all employees will eventually need to follow suit and be part of the solution.

Together, we will problem-solve and persevere. Thank you again for all that you have done and continue to do!

Let's Get Physical Sheboygan County 2011—Let's Win Again!

National Employee Health and Fitness Day, the largest worksite health and fitness event in the United States, will be celebrated on Wednesday, May 18, 2011, by thousands of companies, community organizations, health organizations, universities and schools.

Join us in participating in this year's Sheboygan County challenge, by taking part in at least 20 minutes of physical exercise on Wednesday, May 18, 2011.

All you have to do is sign up with your department contact person (listed below) and do 20 minutes of physical exercise anytime during the day. It's that easy!

Sheboygan County brought home the winning trophy last year, let's do it again this year!!!

Kortnei Ames—Administration Building
Patti Walsdorf—Rocky Knoll
Suzy Schmidtke—Law Enforcement Center
Linda Heinemann—Detention Center
Kim Feld—Economic Support
Pat Schmidt—Courthouse

Nancy Stankas/Jean Pittner/Barb Kolar/Cindy Pritzl—Health & Human Services
Tammy Zorn—UW Extension
Kathy Manny—Aging & Disability Resource Center
Ann Gottowski—Highway



Sign-up sheets will also be posted at the Detention Center & the Law Enforcement Center work-out rooms/lunch rooms.

MORE INFORMATION TO FOLLOW!!

InHealth Clinic Promotes Healthy Lifestyles

Watch for further notice and information on our Health Risk Assessments. In the meantime, don't forget the InHealth Clinic offers health coaching, healthy eating habits, weight loss coaching, etc. in addition to medical appointments. For more information or to make an appointment, call (920) 547-4210.



MARK YOUR CALENDAR!!
4th Annual All Employee Appreciation Picnic—Thursday, September 15, 2011
at the Sheboygan County Memorial Airport—Aviation
Heritage Center, catered by Three Guys & a Grill.

Information Systems Offers Variety of Services

by Joyce Schneider, Information Systems Director

The Information Systems Department is an internal service department with the role of supporting the 21 operational departments with reliable systems and information on a 24/7 basis. The department has a staff of 12 with various job descriptions and support roles.

New technology tools help to create, support and provide new alternatives and more efficient ways of doing business. The Information Systems Department provides short and long term direction in the planning, research, policies and deploying of these technologies. The department strives to accommodate improved business process automation, self service and quality customer service through a variety of hardware and software solutions. The Information Systems Department provides critical support for the communication network, physical and virtual servers, data quality control, help desk service, imaging, web development, digitized mapping, computer security, application support, mail room service, courier service and end-user equipment maintenance. Internal technical support issues from departments are reported through a phone call or email to the help desk.

User mobility continues to drive the county's demands for various types of wireless devices and cellular services. The county has made significant progress in mobile computing capabilities deployed in county squads, highway supervisor's vehicles, and at various meal sites. As the county experiences employee reduction an increasing number of county staff within departments are using laptops with cellular cards to connect from remote locations back into the network in order to do their work. Video conferencing is also expanding as a means of conducting county business. In addition, the Information Systems Department supports the 11 remote county buildings connected by the use of a combination of point to point wireless communication devices and fiber.

The printing area works with users and provides services that range from preparing a single document for reproduction to producing complex reports, brochures and multi-colored materials. The courier service provides pick-up, transport, and delivery of a wide range of items, including sensitive materials, confidential documents, supplies and mail to various buildings and post office. With the reduction of staff, Information Systems is striving to take advantage of the ongoing introduction and evolution of exciting new technologies.

Information Systems Undergoes Operational Study

by Terry Hanson, Finance Director

The Information Systems Department is currently undergoing an operational review by Baker Tilly, an independent consulting firm who has conducted similar studies for the County in the past. The goal of the Information Systems Operational Study is to provide guidance to policy makers and management as to the proper governance and strategy over the County's Information systems. In addition, the study will assist in identifying areas of strengths and weakness in the current Information Systems Department to ensure the County is receiving the best available return on its investment in technology. The study included the opportunity for input from nearly all operating departments and the participation was outstanding! We received a 100% survey response and valuable input during departmental interviews. The report will be drafted in April and should be available for review in May.