

## KENOSHA JOINT SERVICES BOARD

May 25, 2021

The Kenosha Joint Services Board meeting was **Called to Order** at 4:30 p.m. by Chairman Jeffrey Gentz in Joint Services Administration Conference Room located in the Kenosha County Public Safety Building.

The **Members in Attendance** were Chairman Jeffrey Gentz, County Chief of Staff Jennie Tunkieicz, City Administrator John Morrissey, Interim Chief Eric Larsen, County Supervisor Monica Yuhas, City Alderperson Shayna Griffin, Board Member Joshua Barker and Youth in Governance members Srisupraja Konrakota, Trinity Williams and Youth in Governance Alternate Meredith Kaufman.

The **Member not in Attendance**, none.

Under **Citizen Comments**, there were none.

Under **Approval of Minutes of Open Sessions Held on March 23, 2021**, Mr. Morrissey made a motion to approve the minutes and Ms. Yuhas seconded the motion. Motion approved unanimously.

Under **Director's Report**, Director Genthner highlighted a few items from his Director's report. Director Genthner mentioned that a potential case of unemployment fraud was found involving a current employee; the employee and Department of Workforce development were notified.

Director Genthner reported that Kenosha County has implemented mask wearing protocol starting as of May 28, 2021. Masks will not need to be worn for fully vaccinated employees and that Kenosha Joint Services will be mirroring this mask protocol and notifying employees.

Director Genthner mentioned they are currently working on addressing future organizational needs and are in the conceptual plan process. First, the Records department will be working on transitioning away from the working supervisors in their department. Second, the Evidence/Identification department will be looking at developing some further abilities in their lab. Assistant Director described some of the potential needs in the Evidence and Records departments and that the County of Kenosha is also looking at refreshing the locker room and to address potential needs in that area.

Director Genthner reported they are in the process of a server migration and software upgrades. They will also be upgrading to a different version of New World Systems. Assistant Director Nielsen presented additional details.

Director Genthner explained they are currently 5 vacancies the Communications department and that they are currently in a hiring process.

Further discussion ensued on the above topics.

The Board accepted the information as presented.

Under, **ERP Replacement Project**, Director Genthner reported they have completed the first phase in planning analysis for the ERP Replacement. The next phase will be the RFP process and they will have a better understanding of the cost.

The Board accepted the information as presented.

Under, **Administration Department**, Director Genthner presented the Board with an explanation and recommendations for covering the anticipated overage in the Administration department. A brief discussion ensued.

The Board accepted the information as presented.

Under, **Director's Vacancy**, Mr. Morrissey stated that he believes they need to review and update the current Director's job description and set criteria for the vacancy and determine what the process will be for replacement.

Chairman Gentz agrees that they should see what process was done last time and stated that they set up succession planning for a reason. Chairman Gentz would like this topic added to the next agenda. A brief discussion ensued.

The Board accepted the information as presented.

Under, **Health Insurance 2022**, Director Genthner mentioned that Ms. Tunkieicz previously requested this topic be added as a Spring agenda item to discuss health insurance. Ms. Yuhus stated that it was to discuss the cost and options since they do not receive those figures until late September and how it impacts the budget. Chairman Gentz stated he will roll this topic into the next agenda item.

Under, **Insurance Consultant**, Director Genthner discussed options on whether to search for another health insurance consultant. Director Genthner recommends bringing in several insurance brokers to see what they offer and what broker would be in the best interest of Kenosha Joint Services. A brief discussion and explanation ensued.

Director Genthner was directed to vet several consultants and bring forth his recommendations.

The Board accepted the information as presented.

Under **Board Member Comments**, there were none.

At 5:15 p.m., Ms. Yuhus made a motion for **Adjournment** and Ms. Griffin seconded the motion. Motion approved unanimously.