

**SPECIAL MEETING OF THE DODGE COUNTY FINANCE COMMITTEE**

June 11, 2019, 8:00 A.M.

FIRST FLOOR AUDITORIUM – ROOMS H and I

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU WI 53039

The Finance Committee meeting was called to order by Dodge County Finance Committee Chairman, Dave Frohling, at 8:02 a.m.

Members present from the Finance Committee: Benter, Caine, Frohling, Guckenberger, and Schaefer.

Member(s) absent from the Finance Committee: None.

Others present: Assistant Finance Director Eileen Lifke; Deputy County Clerk Christine Kjornes; County Administrator Jim Mielke; Corporation Counsel Kimberly Nass; Information Technology Director Justin Reynolds, and Tyler Technologies Project Manager Erin Becker (by phone).

There was no Non-Committee Member County Board Supervisors requesting payment for attending the joint meeting.

County Administrator Jim Mielke introduced Tyler Technologies Project Manager Erin Becker (by phone). Mr. Mielke reported that Ms. Becker is the Lead Project Manager for Enterprise Asset Management (EAM). Mr. Mielke distributed to the Committee members an updated documented entitled *Dodge County, WI MASTER OVERALL, Status Report, Overdue Tasks*. Ms. Becker reported the following:

- The 2017 budget and actuals are currently in the process of being proofed.
- Data entry and practice will continue through the summer.
- The Tyler hub has been updated to the most recent version, which includes a new reporting functionality.
- It is anticipated that the 2018 budget will be entered within the next two (2) months. The 2018 budget must be entered prior to user acceptance testing. The 2017 budget needs to be entered correctly before moving forward. It is anticipated that the 2019 actuals will be entered, prior to the go live date.
- There has been no decision reached regarding utilizing CHEMS, a state reporting system for highway, and Dodge County is in the process of gathering information from other counties currently using Tyler Munis, and how those counties handle Highway financials/state DOT reporting.

Assistant Finance Director Eileen Lifke commented that all data must be proofed after entering into the Tyler Munis system. Mr. Mielke commented that Dodge County is currently in discussions with Tyler Technologies Implementation Director Jane Grant regarding the issues with CHEMS, and the goal is to reach a decision by the end of June 2019. Mr. Mielke further commented that once a decision is reached on highway reporting, the ERP Project Team will provide a recommendation. Mr. Mielke reported that CHEMS will not be a permanent solution, and the reporting for highway would eventually transition into Tyler Munis. Information Technology Director Justin Reynolds commented that Dodge County has reached out to the DOT but has received no response. Mr. Mielke reported that there will be an ERP Project status presentation at the October 15, 2019 County Board meeting.

Mr. Mielke provided an oral report to the Committee regarding the Resolution for the Appointment of David P. Ehlinger as Finance Director. Mr. Mielke reported that Mr. Ehlinger will be an asset to Dodge County, and he asked the Finance Committee for their support. Mr. Mielke further reported

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that Mr. Ehlinger's anticipated start date is July 15, 2019. Mr. Mielke commented that a memo that he sent out to Department Heads and County Board Supervisors on June 7, 2019 regarding the Finance Director Appointment will be included in the County Board packet materials for the June 18, 2019 meeting. Motion by Caine, seconded by Schaefer to approve the Resolution for the Appointment of David P. Ehlinger as Finance Director, and forward to the County Board for their approval at the June 18, 2019 meeting. Motion carried 4-1. Guckenberger abstained.

Supervisor Frohling reported that the document included in the Finance Committee packet regarding the Dodge County Investment Policy was the wrong document, and this agenda item will be tabled to the July 2019 Finance Committee meeting.

Mr. Mielke reported that Johnson Block will present the financial statements to the Finance Committee at the July 2019 meeting, and to the County Board in July 2019. Mr. Mielke further reported that he will provide a draft Capital Improvement Plan (CIP) at the July 2019 Finance Committee meeting.

The next regular meeting is scheduled for July 9, 2019, at 8:00 a.m., in the Auditorium, located on the first floor of the Administration Building.

With no other business on the agenda, Chairman Frohling declared the meeting adjourned at 8:36 p.m.



Ed Benter,  
Secretary

**Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.**