

Story County
Elected Official/Department Head Staff Meeting
11/12/13 – Minutes

1. CALL TO ORDER: 3:00 P.M.

Story County elected officials and department heads met on 11/12/13 at 3:00 pm in the Story County Administration Building. Rick Sanders, Paul Toot and Wayne E. Clinton were all present at this meeting. Sanders welcomed all in attendance and gave overview of previous budgets. Sanders stated the Board is committed to salary increases and asked departments and offices to hold the line on operating expenses. Wayne Clinton commented how the Board clearly recognizes the team effort on the budget.

2. FY15 BUDGET INFORMATION

Lisa Markley, Assistant Auditor handed out budget schedule and instruction and gave the due date for the budgets to be returned to the Auditor as December 6th. Markley gave an overview of the preliminary valuation figures, rollback percentages and FY13 ending fund balances.

3. FY15 BUDGET GUIDELINES

Sanders gave an overview of the budget guidelines and stated once again this is going to be a tight budget. Clinton stated the focus on regionalization and talked about the discussion with the governor concerning MH re-design. Sanders asked all departments and offices to look for efficiencies in regards to staffing and look at re-organization as an option versus adding new positions. Any new service initiative proposal will need a cost/benefit analysis.

4. REVIEW OF DRAFT CIP AND PROCESS

Leanne Harter, Planning & Development Director gave overview of CIP process, with Sanders stating the budget work sessions will begin with a review of goals and CIP.

5. IP PHONE SYSTEM INSTALLATION SCHEDULE/BUDGET

Barb Steinback, Information Technology Director discussed implementing new phone system, dates of implementation and budgeting impact.

6. NEOGOV/2013 EVALUATIONS

Alissa Wignall, Human Resources Director gave an update on NEOGOV, the recently implemented on-line applicant tracking software and reminded departments/offices that 2013 evaluations are coming up.

7. ADJOURNMENT

Meeting adjourned at 3:37 pm.