

ICC Meeting Minutes

February 15, 2016

UW-Extension, Jefferson County Office, Jefferson, WI

Call to Order

The meeting was called to order by Russell Kottke, Chairman, at 9:30 a.m.

Certification of Open Meeting Notices

The Secretary confirmed that the requirements of the WI Open Meeting Law were met.

Adoption of the Agenda

Motion by Green Lake County seconded by Dodge County, to approve the agenda.

Motion approved.

Approval of Previous Meeting Minutes

Motion by Columbia County, seconded by Green Lake County to approve the minutes from the December 21, 2015 meeting.

Reports from Visiting Legislative Officials -- none

Update on County Issues

Wisconsin Counties Association, Jon Hochhammer reported on several WCA legislative topics:

- Shoreland Zoning: Counties want the new changes repealed; this is not looking good.
- Recycling Bill: would restore \$3 million.
- Highway Safety: Would prohibit hand held devices in work zones.
- Probation/Parole Holds: Would provide more County funding.
- TAD Funding: Would provide an additional \$2 million for TAD.
- ½ % Sales Tax for Transportation: There are not the votes. This is seen as a tax increase to some legislators. People are concerned about our failing infrastructure. People expect quality services. Green Lake has supported via resolution. It is important to hear from counties. Some in legislature are viewing this as a tax increase and not an investment. All recognize we have a transportation problem.

Presentation: County Board Member Orientation Processes (Program handout provided)

- Steve Grabow, Professor and Community Development Educator, UW-Extension, Jefferson County Office
- Dan Hill, Professor and Local Government Specialist, UW-Extension, Local Government Center

Steve Grabow provided an overview of the Jefferson County Orientation Process

- See Handout (attached)
- The Jefferson County Orientation Manual was distributed and described. (See Outline of Content from Workshop 1 and Workshop 2).
- A Presentation excerpt on "Basics of County Structure and Governance" was given. (PowerPoint attached).
- Steve Grabow provided an overview of the Jefferson County Orientation Process

Dan Hill – Orientation Progress Survey

- Professor Hill provided findings from a survey of counties that have a CNRED Agent.
- Heard from 39 counties.
- 78% - Some orientation program provided.
- 22% - No orientation.
- Leadership of Orientation:
 - County Clerk: 45%
 - Executive/Administrator 41%
 - UWEX 28%
 - Board Chair 10%
 - Corporation Counsel 10%
- Subjects Covered in Other Counties:
 - Open Meetings 66%
 - Records 41%
 - Ethics 52%
 - Tips/Practical 59%
 - Other Topics Covered
 - Roles 48%
 - Budgets 52%
 - Per Diem 45%
 - Rules of Board/Parliamentary Procedure 4%
 - Organization Chart 55%
- Challenge and Big Issue: Micro-management
- Ideas: Recommend job description for County Board Supervisors
 - Dunn County Example (Chapter 2)
 - St. Croix County Example
 - Calumet County
- Professor Hill also described the content of the Local Government Center/Wisconsin Counties Association Orientation in May 2016 (Another way to orient supervisors).

Examples of the Supervisor Orientation Approach in the Other ICC Counties

- Green Lake County:
 - Manual provided
 - Training (after election)
 - Mirrors Jefferson County
 - Clerk organizes
 - Veteran & New Supervisors
- Columbia County
 - Similar to Jefferson County
 - No manual (could look into this)
 - Corporation Counsel; Chair and Clerk lead
 - Tour of County Buildings (\$44 million facility)
 - Expect several new Supervisors
 - Has led to more unanimous votes (keep all apprised)

- Dodge County
 - No manual
 - County Clerk/Administrator/Board Chair/Corporation Counsel
 - Open Meetings; records
 - Address “micro-management”: emphasize this year – coming back

- Sauk County
 - Similar to others
 - Hand-out resource materials
 - Basics/Ethics
 - Aimed at “New” Supervisor
 - Administrative Coordinator takes lead; Corporation Counsel, Clerk, Personnel and County Board Chair involved.
 - Consider broader invite
 - Possibly nine new Supervisors
 - Challenge with a “small-group” of Supervisors
 - Significant new issues

Desired Topics/Processes for Orientation:

The ICC members discussed and shared ideas on possible important topics and processes for orientation.

Supervisor Roles as Leaders

- “Leadership” versus “Micromanagement”: Can’t emphasis enough. (Continue to “Drill” on this.)
- “Overall County” versus District”: must represent all and holistic view for all people in County.
- Idea: Training for Department Heads (new) and role with policy committees.
- Idea: Impress upon new Supervisors that now they are a Supervisor and can’t take that hat off. (Need to understand “role” of a Supervisor).
- Idea: Challenge of Supervisors – not aware of roles. (Sheriff is Sergeant of Arms).

Controversy/Challenges

- Caution: WCA needs to take lead on controversial topics. (Avoid being partisan at local level).
- Highway Issue is major but two strong perspectives.
- Challenge of “City” versus “Rural” issues.

Ethics/Rules

- Idea: How can a Committee operate without violating rules? (Can be handled by County Board rules).
- State Need: To readdress the “open meetings” in the new digital age.

Practical Considerations

- Idea: Periodic topics at each County Board meeting (i.e. 5 minutes as a series).
- Practical Ideas: Infrastructure Committee physically visit each County building.

State and County Considerations

- Programs on State and Local issues (things pushed on us from the State).
- Ways that State has “usurped” local control. (This is a big topic beyond orientation program.)

County Board Functions

- Education on what County Boards all do. (FLAG Group – Columbia County) Run by UWEX Staff.

Mandates and Service Levels

- What are “mandated” versus “unmandated” and relation to “level of Service” for mandated?

Other County Issues

March meeting in Sauk County

Adjournment

Motion by Sauk County, seconded by Columbia County to adjourn at 11:35 a.m. Motion approved.

ICC Participants

Refer to sign-in sheet (attached).

Respectfully submitted by,

Steve Grabow
Community Development Educator
Jefferson County UW-Extension