



AGENDA

Eau Claire County
Committee on Administration
Monday, May 16, 2022, at 2:30 p.m.
Eau Claire County Government Center
721 Oxford Ave., Eau Claire • Room 3312

1. Call to Order and confirmation of meeting notice
2. Public Comment
3. Appointment of Committee Clerk – **Discussion/Action**
4. Review and approval of meeting minutes – **Discussion/Action**
 - a. April 12, 2022
5. **File No. 23-23/006:** Resolution requesting resolutions to be considered at the 2022 WCA Annual Business Meeting – **Discussion/Action**
6. Update and next steps for ARPA: Kathryn Schauf, County Administrator – **Discussion/Action**
7. Rules of the Board – **Discussion/Action**

File No. 22-23/016: To amend section 2.04.010 B. of the Code: Rule 1 – Meetings: To amend section 2.04.130 C. of the Code: Rule 13 – Diligent Committee Service

File No. 22-23/017: To amend section 2.04.101 B. of the Code: Rule 1 – Meetings

File No. 22-23/019: To amend section 2.04.030 D. of the Eau Claire County Code: Rule 3 – Opening of Meeting

File No. 22-23/020: To amend section 2.04.050 C. of the Code: Rule 5 – Speaking at the meeting

File No. 22-23/021: To create section 2.04.050 D. of the Code: Rule 5 – Speaking at meetings
8. Proclamation proclaiming Sunday, June 19, 2022, as “Juneteenth Day” in Eau Claire County - **Discussion/Action**
9. Appointments:
 - Local Emergency Planning Committee
 - Jack Running
 - Jason Knecht
 - Jim Hager
 - Matthew Jaggar

Prepared by: Samantha Kraegenbrink – Assistant to the County Administrator

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance (715-839-5106). For additional information on ADA requests, contact the County ADA Coordinator at 839-6945, (FAX) 839-1669 or 839-4735, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.



AGENDA

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- Land Conservation Commission
Ricky Strauch
Glory Adams
- County Housing Authority
Jennifer Ebert
- Chippewa Valley Regional Airport Commission
Barry Wells
- Aging & Disability Resource Board
Jean Doty
- Board of Land Use Appeals
Gary Gibson
- West Central Regional Planning Commission
John Frank

10. Board/Employee Interaction Policy – **Discussion/Action**

11. Orientation of department operations: Administration, Child Support, Corporation Counsel, Information Services, Facilities, Veterans Services.

12. Timing of Strategic Plan - **Discussion/Action**

13. Adjourn

Prepared by: Samantha Kraegenbrink – Assistant to the County Administrator

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MINUTES

Eau Claire County
Committee on Administration
Tuesday, April 12, 2022, at 2:30 p.m.
Eau Claire County Government Center
721 Oxford Ave., Eau Claire • Room 3312

Present: Mark Beckfield, Nick Smiar, Gerald Wilkie

Others: Samantha Kraegenbrink – Committee Clerk, Kathryn Schauf, Eric Killen, Greg Dachel, Jessica McDonald, Sonja Leenhouts, Matt Theisen, Holly Blaschko, Jeneise Briggs, Sharon McIlquham, Norb Kirk

Call to Order and confirmation of meeting notice

Chair Smiar called the meeting to order at 2:30 p.m. and confirmed meeting notice.

Public Comment

No members of the public wished to make comment or provided written comment.

Review and approval of meeting minutes

Motion by Supervisor Beckfield, seconded by Supervisor Wilkie. No additions, corrections, or deletions. All in favor, minutes approved for March 8, 2022, and April 6, 2022.

Department Annual Reports and Review of Q4 Financials

The following presented reports:

- a. Facilities – Matt Theisen
- b. Corporation Counsel and Child Support– Sharon McIlquham and Megan Brasch
- c. Information Systems – Greg Dachel
- d. Veteran Services – Eric Killen
- e. Administration/Risk Management – Kathryn Schauf, Sonja Leenhouts, Jeneise Briggs

Motion by Supervisor Wilkie, seconded by Supervisor Beckfield to approve the presented reports.

Rules of the Board

Rules of the Board will be presented to the new board at two or three meetings to allow time for the rules to be absorbed and give the opportunity for the newly elected members to review and provide any suggestions/amendments.

Proclamation proclaiming the week of April 24th to May 1st, 2022 as “Soil and Water Stewardship Week” in Eau Claire County

Motion by Supervisor Beckfield, seconded by Supervisor Wilkie. All in favor to approve.

Adjourn

The meeting was adjourned at 3:52 p.m.



MINUTES

Eau Claire County

Committee on Administration

Tuesday, April 12, 2022, at 2:30 p.m.

Eau Claire County Government Center
721 Oxford Ave., Eau Claire • Room 3312

Respectfully submitted by,

Samantha Kraegenbrink

Assistant to the County Administrator

FACT SHEET

TO FILE NO. 22-23/006

This resolution refers to resolutions adopted by the county board beginning with the June 2021 meeting, which took positions on proposed state legislation or issues under consideration by the state legislature or which the board recommended for consideration by the state legislature. If the recommendations in county board resolutions were acted on by the state legislature they have not been included. If adopted a copy of this resolution and the resolutions referred to will be forwarded to the Wisconsin Counties Association for review by the appropriate steering committee and consideration at the 2022 WCA Annual Business Meeting.

Respectfully submitted,



Sharon McIlquham
Corporation Counsel

yk

REQUESTING THE STATE OF WISCONSIN DECRIMINALIZE RECREATIONAL CANNABIS

WHEREAS, Wisconsin is one of 17 states that saw an increase in marijuana possession arrests from 2010 to 2018 despite an attitudinal shift towards decriminalization, legalization, and possession of marijuana; and

WHEREAS, the Wisconsin ACLU found that Black Wisconsinites were more than 4 times more likely to be arrested for marijuana possession despite comparable usage rates; and

WHEREAS, Wisconsin ranks 14th in the country for the largest racial disparities in marijuana possession arrests; and

WHEREAS, Wisconsin's marijuana laws are not aligned with neighboring states and countries. Canada, Illinois, and Michigan have legalized recreational usage for parties over 21 years of age and Minnesota has a medical marijuana program and may soon approve recreational usage; and

WHEREAS, Wisconsin voters answered the question to legalization clearly with only 15% indicating marijuana should remain illegal across the state; and

WHEREAS, a Marquette Law School poll indicated that 60% of Wisconsinites believe marijuana should be legalized; and

WHEREAS, according to the Marijuana Policy Project an estimated 663,367 arrests were made in 2018, 92% of which were for possession alone; and

WHEREAS, in 2018, Wisconsin arrested nearly 15,000 adults for marijuana possession; and

WHEREAS, one person in the United States is arrested for marijuana possession every 48 seconds, and

WHEREAS, simple logic reveals that people from marginalized communities are being singled out under this prohibition; and

WHEREAS, removing the prohibition against marijuana will benefit the people of Wisconsin across all socio-economic backgrounds by providing a cash crop for farmers, increasing the amount of money within the State budget available to use on issues like drug treatment and education; and

WHEREAS, it is estimated that legalization of marijuana would annually generate more than \$165 million dollars in revenue for the state; and

WHEREAS, between the lost revenue from marijuana sales and the cost associated with maintaining this prohibition it is estimated to cost taxpayers \$41.8 billion annually; and

WHEREAS, marijuana usage has increased approximately 4000% since the current prohibition went into effect in 1937; and

WHEREAS, policing efforts should be focused on more illicit drug use and more serious crimes; and

WHEREAS, achieving equity across all groups of people within the criminal justice system is a goal worthy of our best efforts; and

WHEREAS, the City of Eau Claire has already passed an ordinance change amending the fine for marijuana possession to \$1; and

WHEREAS, there is little evidence to suggest that marijuana decriminalization or legalization leads to a substantial increase in usage; and

WHEREAS, legalizing and providing oversight of marijuana sales is in the interest of public health and safety.

NOW THEREFORE BE IT RESOLVED, that the Eau Claire County Board of Supervisors requests that the Wisconsin State Legislature and the Governor of Wisconsin, decriminalize or legalize recreational marijuana usage for adults over the age of 21 years of age. This legislation will be retroactive; and the Eau Claire County Board of Supervisors supports district attorney offices state-wide to educate on and initiate the expungement process for people with marijuana conviction records.

BE IT FURTHER RESOLVED, that the Eau Claire County Board of Supervisors directs the clerk to forward a copy of this resolution to the Office of the Governor of the State of Wisconsin, members of the Wisconsin Assembly and Senate, the county clerk for every county in the State of Wisconsin, as well as the Wisconsin Counties Association.

Adopted: June 15, 2021

Sue McDonald
County Clerk

4 REQUESTING RESOLUTIONS TO BE CONSIDERED AT THE 2022 WCA ANNUAL
5 BUSINESS MEETING

6 WHEREAS, each year counties can submit resolutions to be considered at the annual WCA
7 Convention; and

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9 WHEREAS, the deadline for submitting resolutions to be considered at the 2022 WCA
10 Annual Business Meeting is June 20, 2022; and

11
12 WHEREAS, the following adopted resolutions, beginning with the July 2021 meeting are
13 appropriate to be forwarded for consideration at the 2022 WCA Annual Business Meeting.

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15 NOW, THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors
16 recommends that the following resolutions and any resolutions adopted at the June meeting, be
17 sent to WCA for consideration at the 2022 WCA Annual Business Meeting.

- 18
19 1. Resolution File No. 21-22/009 – REQUESTING THE STATE OF WISCONSIN
20 DECRIMINALIZE RECREATIONAL CANNABIS (June 15, 2021, Agenda pp. 60-62)

21
22 BE IT FURTHER RESOLVED that the county clerk, before June, 2022, send certified
23 copies of this resolution and the above-named resolutions with a cover letter to Mark D. O’Connell,
24 WCA Executive Director, requesting that the above resolutions be considered at the 2022 WCA
25 Annual Business Meeting.

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27 ADOPTED

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36 Committee on Administration

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39 Dated this _____ day of May 2022

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FACT SHEET

TO FILE NO. 22-23/016

This ordinance relates to Sections 2.04.010 B. and 2.04.130 C. of the code. Remote attendance at county board meetings during the pandemic allowed the county board to continue functioning in a safe, effective, and efficient manner. Since in-person attendance at board and committee meetings again becomes possible, this ordinance allows the county to continue the advantages of remote attendance for members in limited situations. These situations include remote attendance due to illness and/or disability by permission of the chair. These changes allow those who have extenuating circumstances to serve on the board and committees and align, with the county's commitment to diversity, inclusion, and equity.

Two sections of the code are being amended. Specifically, Section 2.04.010 Rule 1--Meetings, subsection B. is amended to allow the chair to approve exceptions to in-person attendance, and Section 2.04.130 Rule 13--Diligent Committee Service, subsection C. is amended to allow committee chairs to permit individual members to attend remotely.

Both amendments also address the possibility of remote attendance in the future in response to another worldwide pandemic or crisis.

Fiscal Impact: \$0.00

Respectfully Submitted,

Supervisor Katherine Schneider
District 22

ljl

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3 TO AMEND SECTION 2.04.010 B. OF CODE: RULE 1—MEETINGS: TO AMEND
4 SECTION 2.04.130 C. OF CODE: RULE 13--DILIGENT COMMITTEE SERVICE

5
6 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

7
8 SECTION 1. That Subsection B. of Section 2.04.010 of the code be amended to read:

9
10 B. All meetings shall be held in the county board of supervisors' chambers at the
11 courthouse unless otherwise ordered by the board. All members of the board shall attend
12 meetings in person. The chair has the authority to approve remote attendance by electronic
13 means for individual members for specific meetings, and remote attendance by electronic means
14 for longer defined periods of time for members with a known disability or illness that prevents in
15 person attendance at the meeting; ~~or as the result of an approved accommodation under the~~
16 ~~Americans with Disabilities Act. Supervisors may also attend meetings remotely as a result of an~~
17 approved accommodation under the Americans with Disabilities Act. Notwithstanding the
18 above, the chair of the county board in response to ~~the COVID-19 worldwide pandemic, and~~
19 ~~through April 22, a worldwide pandemic or crisis, and for a finite and specific time period,~~ shall
20 have the authority to authorize meetings to be held remotely either at another location or by
21 electronic means that include appearance of members by videoconference or teleconference.
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23 SECTION 2. That Subsection C. of Section 2.04.130 of the code be amended to read:

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25 C. The chair of the committee may approve remote attendance by electronic means
26 for individual members for specific meetings, and remote attendance by electronic means for
27 longer defined periods of time for members with a known disability or illness that prevents in
28 person attendance at the meeting; ~~or as the result of an approved accommodation under the~~
29 ~~Americans with Disabilities Act. Supervisors may attend committee meetings remotely as a~~
30 result of an approved accommodation under the Americans with Disabilities Act.
31 Notwithstanding the above, the chair of the committee in response to a worldwide pandemic or
32 crisis, and for a finite and specific time period, shall have the authority to authorize meetings to
33 be held remotely either at a location or by electronic means that include appearance of members
34 by videoconference or teleconference.

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36 ENACTED:

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41 _____ Committee on Administration
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44 Dated this _____ day of May, 2022.

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46 SM/ljl/yk

FACT SHEET

TO FILE NO. 22-23/017

This amendment proposes that if a board member finds him or herself unable to attend a meeting in person, that alternate attendance is both acceptable and accessible. This should also apply to committee meetings. This amendment requires that information for remote appearance be included in every agenda as part of the open meetings requirements.

Additionally, an individual with a disability is most acutely aware of his or her own ability to attend meetings in person, both from a risk perspective as well as from an accessibility perspective. A supervisor with a disability should be able to attend meetings remotely for extended periods of time.

Fiscal Impact: \$0.00

Respectfully submitted,

Supervisor Stella Pagonis
District 4

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3 TO AMEND SECTION 2.04.010 B. OF CODE: RULE 1--MEETINGS

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5 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

6
7 SECTION 1. That Subsection B. of Section 2.04.010 of the code be amended to read:

8
9 2.04.010 B Rule 1: Meetings.

10 B. All meetings of the Eau Claire County Board of Supervisors shall be held in the
11 county board of supervisors' chambers at the courthouse unless otherwise ordered by the board.
12 All members of the board shall attend board meetings and committee meetings in person, if
13 possible. Any board member may attend a board meeting or committee meeting by electronic
14 means, as deemed necessary by the individual board member. Each meeting notice shall contain
15 access information for a board member, staff, or a member of the public to attend the meeting
16 remotely. The chair has the authority to approve remote attendance by electronic means for
17 individual members for specific meetings, and remote attendance by electronic means for longer
18 defined periods of time for members with a known disability or illness that prevents in person
19 attendance at the meeting, or as the result of an approved accommodation under the Americans
20 with Disabilities Act. Board members with a disability or illness that prevents or inhibits in-
21 person attendance at the meeting may attend remotely for extended periods by electronic means.
22 Supervisors may also attend meetings remotely as a result of an approved accommodation under
23 the Americans with Disabilities Act. Notwithstanding the above, the chair of the county board in
24 response to the COVID-19 worldwide pandemic, and through April 22, 2022, shall have the
25 authority to authorize meetings to be held remotely either at another location or by electronic
26 means that include appearance of members by videoconference or teleconference.

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40 Committee on Administration

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42 Dated this _____ day of May, 2022.

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45 SM/ljl/yk
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FACT SHEET

TO FILE NO. 22-23/019

File No. 21-22/024 Amended Section 2.04.010 C. of the Code by requiring the budget hearing to be held before the annual meeting, at the October meeting, so the public can appear and make comment on the budget prior to its consideration by the board in November. However, the change was not reflected in the code section dealing with the annual meeting. This amendment, File No. 22-23/019, removes the provision from 2.04.030 D. requiring the public hearing on the annual budget to be held at the annual meeting.

This ordinance also amends Section 2.04.030 D. of the Code, also known as Rule 3 of the Board - Order of Business for the Annual Meeting. The annual meeting is also known as the annual budget meeting. This ordinance amends the agenda of the annual budget meeting to require a presentation of the departmental budgets by the chairs of the governing committees, and the chair of the committee on finance and budget. These presentations will provide an explanation of the departmental budgets to all board members prior to engaging in deliberation of the budget.

Fiscal Impact: \$0.00

Respectfully Submitted,

Supervisor Gerald Wilkie
District 19

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TO AMEND SECTION 2.04.030 D. OF THE EAU CLAIRE COUNTY CODE: RULE 3- -
OPENING OF MEETING

The County Board of Supervisors of the County of Eau Claire does ordain as follows:

SECTION 1. That Subsection D. of Section 2.04.030 of the code be amended to read:

D. Order of Business for the Annual Meeting. The order of business shall be as follows for the annual meeting:

- 1. Call to order;
- 2. Honoring of the flag and moment of reflection;
- 3. Call of the roll;
- 4. Approval of the journal of proceedings;
- ~~5. Public hearing on the annual budget;~~
- 5. Presentation of petitions, claims and communications;
- 7. 6. Presentation of a summary of departmental budgets by the chairs of the governing committees and the chair of the finance and budget committee.
- 7. Budget deliberations;
- 8. Reports to the county board under 2.04.320;
- 9. First reading of ordinances by committees;
- 10. First reading of ordinances and resolutions by members;
- 11. Reports of standing committees, committees, commissions and boards under 2.04.160 and second reading of ordinances. The committee chair(s) responsible for reporting shall give an oral report and fact sheet by staff explaining the reasons for the committee action;
- 12. Reports of select committees and second reading;
- 13. Appointments.

ENACTED:

Committee on Administration

Dated this _____ day of May, 2022.

GW/SM/ljl/yk

FACT SHEET

TO FILE NO. 22-23/020

This amendment to Section 2.04.050 Rule 5—Speaking at the meetings removes the Mister and Madame reference regarding how to address the County Board Chair.

Fiscal Impact: \$0.00

Respectfully Submitted,

Sharon McIlquham
Corporation Counsel

Enrolled No.

ORDINANCE

File No. 22-23/020

TO AMEND SECTION 2.04.050 C. OF THE CODE: RULE 5—SPEAKING AT THE MEETING

The County Board of Supervisors of the County of Eau Claire does ordain as follows:

SECTION 1. That Subsection C. of Section 2.04.050 of the code be amended to read:

C. Method of Address. At all times the chair shall be addressed as "~~Mister~~ ~~Chairman~~" or "~~Madame Chair~~ Chair _____" and fellow members as "Supervisor _____".

ENACTED:

Committee on Administration

Dated this _____ day of May, 2022.

SM/ljl/yk

FACT SHEET

TO FILE NO. 22-23/021

This amendment is based on a premise and requirement that the County Board should follow all applicable local, state, and federal laws, ordinances, and regulations.

Fiscal Impact: \$0.00

Respectfully submitted,

Supervisor Dane Zook
District 6

1 Enrolled No.

ORDINANCE

File No. 22-23/021

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3 TO CREATE SECTION 2.04.050 D. OF THE CODE: RULE 5—SPEAKING AT MEETINGS

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5 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

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7 SECTION 1. That Subsection D. of Section 2.04.050 of the code be created to read:

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9 D. We govern by the rule of law, so we must adhere to any and all applicable
10 resolutions, ordinances, rules, statutes, codes and laws of the legal governing authority of the
11 jurisdiction such as local, town, county, state and federal laws.

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13 ENACTED:

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Committee on Administration

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26 Dated this _____ day of May, 2022.

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29 SM/ljl/yk

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FACT SHEET

TO FILE NO. 22-23/022

This amendment is based on a policy and procedure in place for the Board of Review to provide guidance to the County Board as to what consideration information presented to the County Board should be given.

Fiscal Impact: \$0.00

Respectfully submitted,

Supervisor Dane Zook
District 6

1 Enrolled No.

ORDINANCE

File No. 22-23/022

2

3 TO CREATE SECTION 2.04.050 E. OF THE CODE: RULE 5—SPEAKING AT MEETINGS

4

5 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

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7 SECTION 1. That Subsection E. of Section 2.04.050 of the code be created to read:

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9 E. In presenting subject matter, information must be factual in nature and easily
10 verified or proven. All other input is considered opinion and will be viewed as lesser in value for
11 rendering decisions.

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Committee on Administration

Dated this _____ day of May, 2022.

SM/ljl/yk

PROCLAMATION

PROCLAIMING SATURDAY, JUNE 19, 2022, AS “JUNETEENTH DAY” IN EAU CLAIRE COUNTY

WHEREAS, Juneteenth is the oldest known celebration commemorating the Emancipation Proclamation, the document which ended slavery in the United States; and

WHEREAS, June 19, 1865 is recorded in history as the date when word of the Emancipation brought freedom to the last remaining slaves in the country; and

WHEREAS, this occasion in the United States has grown into a global celebration which encourages self-development and appreciation for all races and cultures; and

WHEREAS, many area organizations and community members have organized a celebration to heighten awareness of this observance and to provide an opportunity for all people in the community to get together and share in an atmosphere of respect and inclusion.

NOW, THEREFORE, THE EAU CLAIRE COUNTY BOARD OF SUPERVISORS hereby proclaim Saturday, June 19, 2021, as Juneteenth Day in the County of Eau Claire and encourages all residents to join in recognizing this day of unity, freedom, and opportunity and to honor the diversity of all racial and ethnic groups in our community.

Dated this 16th day of May 2022

Nick Smiar, Eau Claire County Board
Chairperson

**EAU CLAIRE COUNTY
PROHIBITED HARASSMENT AND/OR DISCRIMINATION POLICY**

I. Purpose

Eau Claire County is “*Where Communities Come Together*”. Eau Claire County is committed to equity, diversity, inclusion, equal employment and participatory government for all. Our policy is to be welcoming, safe, and fair to all County officials, employees and members of the community. The goal of our policy is for County work and meeting environments to be free of harassment, bullying, discrimination, and retaliation.

It is the policy of the Eau Claire County Board to uphold, promote, and demand the highest standards of ethics from its elected officials. Accordingly, members of the Board shall maintain the utmost standards of personal integrity, trustfulness, honesty, and fairness in carrying out their public duties, avoid any improprieties in their roles as public servants, comply with all applicable laws, and never use their County position to disparage, harass, bully, or abuse others.

Eau Claire County and its elected officials share a commitment to ethical conduct and service to the county and its residents and to ensure that all officials have clear guidelines for carrying out their responsibilities in their relationships with each other, with County staff, and with the residents of Eau Claire County. It is the expectation of the Board that County Board Supervisors individually, and the Board as a whole, will aspire to these high standards. In the event that these shared objectives are not met it is anticipated that self-correction will occur in most every case, with alternative enforcement measures being a rare and last option.

II. Scope and Covered Behaviors

We expect all members of the County Board to treat their colleagues, County employees and members of the public in a welcoming, fair, respectful, and equitable manner. The following behaviors are prohibited under this policy: discrimination, harassment, bullying, retaliation, hazing, quid pro quo or other types of sexual harassment, micro-aggressions, and creating a hostile work environment due to protected class.

All members of the Eau Claire County Board will follow these guidelines during their interactions with other County Supervisors, as well as with County employees and community members. This is applicable to conduct occurring at County Board and committee meetings, the workplace, and at any location or on any platform that can be reasonably regarded as an extension of the workplace, including but not limited to the use of a telephone, voicemail, text messages, and/or any social media or online platforms.

Members of the Eau Claire County Board shall refrain from engaging in any types of prohibited conduct (bullying, discrimination, harassment, intimidation, micro-aggressions, retaliation, etc.) directed at their colleagues, county employees or members of the public.

Elected Official Conduct

The County Board has a responsibility to set the policies for the County. In doing so, certain types of conduct are beneficial while others are destructive. The Board has the responsibility to act appropriately on Intra-Board conduct and to treat other Board members and county employees with respect at all times. The Board is composed of individuals with a wide variety of backgrounds, personalities, values, opinions, lived experiences and goals. Despite this diversity, all choose to serve in public office and, therefore, have the obligation to preserve and protect the well-being of the community and its residents. This common goal should be adhered to by all board members.

The Board is committed to providing an environment that is free of discrimination and unlawful harassment. Unwelcome, intimidating, hostile or offensive actions, words, jokes or comments

based on an individual's gender, race, ethnicity, age, sexual orientation, gender expression, gender identity, disability, religion or any other legally protected characteristic will not be tolerated. Harassment and bullying are forms of misconduct which demean others and undermine the integrity of relationships. This type of behavior is strictly prohibited.

Governance of the County relies on cooperative efforts of elected officials and county employees. Every effort should be made to be cooperative and show mutual respect for the contributions made by each other for the good of the community.

Board members shall treat all staff as professionals. Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior toward staff, other board members, or the public is not acceptable. Board members should refer to staff by their title or formal salutation followed by the individual's last name in public meetings when first introduced. Anyone who witnesses a violation of this policy may also file a complaint.

Board members shall never demean or personally attack an employee regarding the employee's job performance in public. All employee performance issues shall be forwarded to the County Administrator, the Human Resources Director or the employee's Department/Division Head through private correspondence or conversation.

The Board's authority resides in its actions as a body and individual Board members shall not give orders to any County employee. Board members may make requests of County staff and County staff may act upon those requests within the context of agency priorities, work plans, and directives of the Department/Division Head. County Board members shall not attempt to unethically influence or coerce County staff concerning either their actions or recommendations to the County Board about personnel, purchasing, awarding contracts, selection of consultants, processing of development applications, or the granting of County licenses and permits.

Nothing in this section shall be construed as prohibiting the Board while in session from fully and freely discussing with or suggesting to Department Heads or County employees anything pertaining to County affairs or the interests of the County.

Board members should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, collection of petition signatures, etc.) from County staff. County staff may, as private citizens within their constitutional rights, support political candidates, but all such activities must be done away from the workplace.

In order to provide equal employment and advancement opportunities to all individuals, employment decisions of Eau Claire County are based on merit, qualifications, and abilities. The County does not discriminate in employment opportunities or practices on the basis of race, color, religion, gender, national origin, sexual orientation, age, disability, or any other characteristic protected by law. County policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training. Board members shall treat employees and each other in a manner consistent with this County policy to prevent unlawful discrimination and promote an inclusive positive work environment and working relationships.

Making the public feel welcome is an important part of the democratic process and a County strategic objective is to increase desired public participation and diverse viewpoints. No signs of partiality, prejudice, or disrespect should be evident on the part of individual Board members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony. Board members are expected to demonstrate, both publicly and privately, their honesty and integrity, and to be an example of appropriate and ethical conduct. All Board members should convey to the public their respect and appreciation for the public's participation, input, and opinions.

For many citizens, speaking in front of the Board is a new and difficult experience. Under such

circumstances, many are nervous. Board members are expected to treat citizens with care and respect during public hearings. Board members should commit full attention to the speakers or any materials relevant to the topic at hand. Comments and non-verbal expressions should be appropriate, respectful, and professional.

Only the Chair or Presiding Officer, not other Board members, should interrupt a speaker during their remarks. However, other Board members may ask the Chair or Presiding Officer for a point of order if the speaker is off the topic or exhibiting behavior or language the Board member finds does not meet the Board's standards of conduct.

III. Enforcement

A. Points of Order During Meetings

When made during a chaired public meeting, any violations of this policy may be noted promptly after their occurrence by rising to a point of order and stating the violation or concern. The Chair of the meeting shall rule on the point of order, which does not need a second and is not debatable. The Chair's decision shall stand unless challenged and reversed by a majority vote of the members present and voting in open session.

B. Communication and Reconciliation between Board Members

Any Board member who thinks a violation of this Policy has occurred during or outside of a public Board meeting may raise the issue privately with the other Board member. Attempts should be made to resolve any issue in a professional, private manner. If unsuccessful, either Board member may ask for the assistance of the Board Chair in mediating the issue or conflict. The Board Chair may request the Vice Chair for additional assistance in resolving the conflict. If both the Chair and Vice Chair are involved in the dispute, the Second Vice Chair shall attempt to mediate the issue or conflict.

C. Matters Involving County Staff or Community Members

Any County employee who believes a violation of this Policy has occurred during or outside of a public board or committee meeting may consult with their Department/Division Head, and together they may raise the issue privately with the Board member. Any member of the public who thinks a violation of this Policy has occurred during or outside of a public board or committee meeting may raise the issue privately with the Board member. Attempts should be made to resolve any issue in a professional, private manner. If unsuccessful, the Board member, County employee or member of the public may ask for the assistance of the Board Chair in mediating the issue or conflict. The Board Chair may include the Board Vice Chair, or appropriate County staff, in attempting to resolve the matter. In the event the Board Chair is involved in the dispute, the Vice Chair shall attempt to mediate the issue or conflict.

D. Censure

The censure process is anticipated to be rare and shall be utilized only after the methods of resolution outlined above are unsuccessful in resolving the conflict. If the matter remains unresolved, the complaining Board Supervisor, County employee or community member may file a sworn statement with the County Clerk. The County Clerk shall provide a copy of the complaint to the party alleged to be in violation. Complaints shall first be heard by the Committee on Administration, giving each party to the dispute the opportunity to be heard. If the Committee on Administration, by a majority vote, so recommends, a Censure resolution shall be prepared by the Corporation Counsel stating the findings as directed by the Committee. Censure shall only be made upon a 2/3 vote of the Board.

E. Other Possible Penalties or Sanctions

Other possible forms of sanction are available statutorily to address specific harms. These possible sanctions include:

1. Compulsory attendance of a member. To ensure attendance and prevent or respond as necessary to neglect of duty pursuant to Wis. Stat. § 62.11.
2. Removal from a position on a committee, board or commission to which the member was appointed by the Chair.
3. Removal from office. Removal from office may only occur by a $\frac{3}{4}$ vote of the entire County Board and only for cause. Wis. Stat. § 17.12(1)(a). Cause is defined as “inefficiency, neglect of duty, official misconduct, or malfeasance in office.” Wis. Stat. § 17.001.

No employment or disciplinary action will be taken against any County employee or member of the public who makes a good faith complaint pursuant to this Policy, even if the process fails to substantiate the allegations of the complaint. No County employee or member of the public shall be discouraged from filing a complaint under this policy. Prohibiting or discouraging anyone from filing a complaint under this Policy is itself a prohibited behavior subject and will be subject to the complaint process and possible sanctions under this policy.

DRAFT