

CORPORATION COUNSEL

2nd QTR REPORT 2023

SELECTED PERFORMANCE MEASURES	
<ul style="list-style-type: none"> • Goal is 97% 82% of Contracts were reviewed within 7 days of receipt 	<ul style="list-style-type: none"> • Goal is 97% 100% of resolutions and ordinances were reviewed within 7 days
<ul style="list-style-type: none"> • Goal is 100% 100% of Chapter 51 ED's and GN&PP reviews were completed within statutory time requirements- 	<ul style="list-style-type: none"> • Goal is 100% 100% of CHIPS & JIPS referrals were responded to in 20 days
SUMMARY OF CURRENT ACTIVITIES	
<ul style="list-style-type: none"> ▪ Ongoing prosecution of CH 51, 54 & 55 cases, along with Chapter 48 CHIPS and TPRs and 938 JIPs cases, and county ordinance violations. ▪ Ongoing representation of the State and Child Support Agency in Chapter 767 paternity and child support cases. ▪ Recruitment and retention in the Child Support Agency is an ongoing issue. ▪ Ongoing, provide legal representation for Eau Claire County and its Board, Departments and Agencies. ▪ Reducing printing and retention of printed material for a more paperless file system. ▪ Worked on In REM process for pursuing tax collection of delinquent properties-putting through committee on finance and budget and County Board. RFP for Title searches for the In REM process ▪ Worked on final revision of Title 18, with Planning and Development, to go to County Board. ▪ Provided Legal information and advisement to ADRC on who can enroll and disenroll people in ADRC programs and sign documents. ▪ Created training tool for the ADRC staff to better understand Power of Attorney for healthcare, finances and guardianships documents. ▪ Amended process for GN of Person to allow Guardians to enroll and disenroll from federal and state programs and changed Orders that we have for Court Documents. ▪ Reviewed MOU for the APS team to create a new Interdisciplinary Team – Iteam to help with Elder Abuse and Adults at Risk which gets more people together about people in our community- Assisted in putting together the language for this agreement and for the purpose of the team creation. ▪ Developed training tool for timelines on 51 for the DHS Crisis team. ▪ Admin Team developed training document for Judicial Assistants for the case types we regularly schedule before the Court to assist in the understanding of each case type process, timelines and to help in moving cases through the Court process in an efficient collaborative manner. ▪ Provided presentation to the MDT (Child Advocacy Center runs the MDT) for Role Education of Corporation Counsel and the departments we represent in the County. ▪ Developed a Guide for Noticing Requirements in Ch. 48, 51, 54 and 55 cases for internal proper procedure. Created Cert. of Service Court document for Social Workers to file with the Court in juvenile cases for Notice of service on parents. ▪ Therapy dog with DHS/Admin for a County owned therapy dog that would be donated, drafted policy. resolution needs to be drafted to go before committees and then possibly Cty Board. Providing legality of County owned dog. ▪ Drafted Confidentiality Agreement for the merge of the ROD and Cty Clerk offices. ▪ Reviewed Juvenile Truancy case processing: Working with Court to be more aggressive in enforcement. ▪ Parks and Forest: Prepared two easements, withdrew some County Lands from County Forest for new dredge site on Lake Altoona and worked on Carbon Credit Registry Forms. 	

ISSUES ON THE HORIZON AND SIGNIFICANT TRENDS

Ongoing training and cross training of Assistant Corporation Counsels and Legal Specialists for efficiency in workflow.

- State Tax Debt Collection Program.
- Implementing the In REM process.
- County wide EMS provide recommendation whether we want to get involved - research other counties processes and EC Cty process, who contracts with for ambulance services and first responders. Special committee was appointed by board to discuss County wide EMS and to provide recommendation whether Eau Claire County wants to get involved.
- Therapy dog with DHS/Admin for a Co. owned therapy dog that would be donated- resolution needs to be drafted to go before committees and then possibly Cty Board. Legality and Liability of this process.

CURRENT COLLABORATIONS (INTERNAL AND EXTERNAL)

- All county departments as an internal services provider.
- Working with treasurer in establishing State Debt Collection with Treasurer.
- Working with treasurer in establishing and In REM process.
- Working with DHS to identify the roles and responsibilities between Crisis Team and Corp. Counsel in handling of Ch. 51 cases.
- School Districts within Eau Claire County regarding the issues of truancy and mandatory reporting.
- Area hospitals and law enforcement agencies regarding mental commitment and guardianship and protective placement cases – including meetings with behavioral health unit at Mayo and HSHS.
- Interagency and community group involvement related to overdose fatalities and suicide death review.
- Interagency and community group involvement related to “Sharps Disposal” throughout Eau Claire County; Related to disposal of used needles as the numbers climb upward.
- Working with CVRA on real property projects.

GOALS FOR NEXT-QUARTER

- Continue with training and cross training for employees in the office.
- Maintain performance measures.
- Send out first batch of IN REM notifications to parties for foreclosure proceedings.
- Close on sale of old Hwy building in Altoona and draft final documents.
- Get departments set up for the utilization of the state wide debt collection program.
- Assist and Complete Requirements of the Carbon Credit Registration.