

2023 Corporation Counsel Annual Report

The Office of Corporation Counsel provides civil legal services including legal advice, assistance, formal opinions and court representation to the County Board, County departments, elected officials and County commissions, boards and committees. The duties of the Corporation Counsel's Office are established by Wis. Stat. § 59.42, and Chapter 2.07 of the Eau Claire County Code of General Ordinances.

The Child Support Agency (CSA) is responsible for establishing paternity and establishing and enforcing child support orders and health insurance orders provided for by Title IV of the federal social security act. Provision of these services by Wisconsin counties is mandated by Wis. Stat. § 59.53(5).

Corporation Counsel 2023 Accomplishments

- In REM-Filed for first set of delinquent properties (27) from 2018 and started collecting funds.
- Completed closing for Hwy building in Altoona.
- Negotiated and finalized Wisconsin Professional Police Association (WPPA) Sheriff's Dept. Union Agreement
- Eau Claire County Fair Committee –Provided training on Ethics and Conflicts of Interest. Established new MOU for roles and responsibilities.
- Provided mandatory reporter training for schools.
- Advise on County Wide Emergency Medical Services (EMS) - active membership on study committee in researching and identifying options for county's involvement in EMS.
- Provided training for Foster Parents.
- Proposed truancy case revision process in the Eau Claire County Courts to the judges.
- Completed Carbon Credit Agreement for Parks and Forest-prepared documentation for the sale of carbon credits.
- Completed Land Transfer Donation Mathy Land Donation.
- State Tax Debt Collection Program - assisted in process development to allow departments to utilize the program for debt collection.
- Assisted DHS in reaching permanency for 24 children through Termination of Parental Rights (TPR) and Guardianship cases.
- Completed Final Revisions of Title 18 rewrite and implementation in the Eau Claire County Code
- 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 Guardianship (GN) of Person to allow Guardians to enroll and disenroll from federal and state programs and changed Orders that we have for Court documents.
- 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 Multidisciplinary Team (MDT) for Role Education of Corporation Counsel and the departments we represent in the County. The Child Advocacy Center runs the MDT.
- Developed a Guide for Noticing Requirements in Ch. 48, 51, 54 and 55 cases for internal proper procedure.
- Cross training Asst. Corp. Counsel Attorneys.
- Cross training Legal Specialists.

Staff actively participated in the following statewide organizations.

- Wisconsin Association of County Corporation Counsel
- Wisconsin Child Support Enforcement Association Board and Child Support Review Committee
- Wisconsin Child Support Enforcement KIDS Modernization Workgroup
- Wisconsin Bar Association, Government Lawyers Section, CLE Committee

Staff actively participated in the following local organizations, committees and teams.

- Drug Endangered Children Committee
- Child Death Review Team
- Coordinated Services Across the Lifespan Committee
- Juvenile Justice Collaborating Committee
- Multi-Disciplinary Team
- Suicide Death Review Team
- Presenter for ECASD Mandatory Reporting
- Crisis Team
- Youth Leadership Eau Claire
- 980 Committee to locate house for CH. 980 subjects
- Overdose Death Review Team
- Criminal Justice Collaborating Council
- Sharps Disposal Group

Staff actively participated in the following county committees.

- United Way
- EMS Committee
- Chippewa - St. Croix Passenger Rail Commission
- Communicable Disease Taskforce

Corporation Counsel Alignment with Strategic Plan

Ensure Financial Stability.	Innovate and adapt.	Improve Collaboration
Increased fees for GN/PP Cases.	Prosecute cases in the most efficient manner through use of technology.	Through the use of technology collaborate with the courts, agencies and governmental bodies
Work with DHS and CSA to make sure the county is capturing all the IV-D and IV-E funding for legal services provided	Continue to evaluate and identify possible areas for increased efficiency and reduced costs	

Corporation Counsel 2024 Opportunities

- In REM properties to be filed for properties prior to 2018.
- Eau Claire County separation from Fair Committee.
- Truancy case processing revision.
- Code and Policy revisions.
- Continue participation in statewide groups such as WCSEA, WACCC, State Bar Govt. Lawyers, so that we can remain current with the law and issues that are relevant to the county, the corporation counsel office, and the child support agency.
- Continue to promote training and cross training within the office to expand the capabilities of our existing staff.
- Provide training for mandated reporters.
- Continue to work with the Department of Human Services on providing timely permanency to children in out of home care.
- Continue to promote a system within the office that allows employees flexibility to work remotely when necessary.
- Continue to work on more paperless system in the office.

PERFORMANCE MANAGEMENT PROGRAMS, GOALS AND OUTCOME MEASUREMENTS

			2023 Budget	2023 Levy	FTE
#1 General Legal Services			\$801,671	\$766,996	6.98
			<u>2021</u>	<u>2022</u>	<u>2023</u>
Number of Child Abuse Restraining Orders opened			24	12	20
Number of claims reviewed			13	21	30
Number of contracts reviewed			48	61	51
Number of contracts (all) maintained			258	263	263
Number of county ordinance violations pretrials held			46	32	22
Number of foreclosure cases reviewed			3	12	3
Number of ordinances and resolutions drafted			55	67	38
Number of ordinances and resolutions reviewed and/or revised			111	97	101
Number of juvenile guardianship cases opened			13	17	12
Performance Goal	Outcome Measures	Benchmark	2021	2022	2023
To provide timely review and drafting of contracts, resolutions and ordinances.	97% of contracts will be reviewed within 7 days of receipt.	97%	100%	98%	94%
	97% of resolutions and ordinances referred for drafting will be returned for review or additional information within 7 days.	97%	100%	100%	97%
To provide cost-effective services.	100% of in-house legal services will be provided at a rate less expensive than local private attorney rates as illustrated in annual local attorney rate survey.	100%	100%	100%	100%
To process claims filed against the County within two days of receipt by Corporation Counsel, excluding weekends and holidays.	95% of claims filed against the county will be processed within 2 days of receipt of the claim by Corporation Counsel, excluding weekends and holidays.	95%	100%	100%	100%
#2 CHIPS, JIPS, TPR'S AND DHS LEGAL SERVICES					
			<u>2021</u>	<u>2022</u>	<u>2023</u>
Number of CHIPS cases opened			119	99	106
Number of CHIPS cases involving Meth			65	52	35
Number of CHIPS Petitions filed			98	81	90
Number of CHIPS Petitions filed involving Meth:			52	50	33
Number of JIPS cases opened:			114	87	133
Number of TPR cases opened:			24*	13*	21
Performance Goal	Outcome Measures	Benchmark	2020	2021	2023
To provide timely support and competent representation to DHS staff in prosecuting CHIPS and JIPS cases.	100% of CHIPS and JIPS referrals will be responded to within 20 days of Corporation Counsel's receipt.	100%	100%	100%	100%
To provide cost-effective services.	100% of in-house legal services will be provided at a rate less expensive than local private attorney rates as illustrated in annual local attorney rate survey.	100%	100%	100%	100%

- *Includes TPR cases that were assigned to outside counsel. *

#3 CHAPTERS 51, 54 AND 55 AND ANNUAL REVIEWS

	<u>2021</u>	<u>2022</u>	<u>2023</u>		
Number of Chapter 51 cases opened	331	367	341		
Number of Chapter 51 (New) cases committed	40	28	48		
Number of Chapter 51 recommitment cases continued:	31	31	38		
Number of Chapter 51 recommitment cases completed by stipulation:	26	30	30		
Number of Chapter 51 recommitment cases requiring court appearances:	5	17	8		
Number of Chapters 54 and 55 cases opened:	77	59	59		
Number of Chapter 54 Temporary Guardianship cases opened:	43	39	33		
Number of Protective Placement Annual Reviews scheduled:	281	293	297		
Total of 54 & 55 and Annual Review fees collected	\$30,600	\$29,675	\$30,128		
Performance Goal	Outcome Measures	Benchmark	2021	2022	2023
To provide timely support and competent representation to DHS staff prosecuting Chapter 51 mental commitments.	100% of Chapter 51 emergency detentions and recommitments, and Chapter 54 annual protective placement reviews will be processed and completed within the statutory time requirements.	100%	100%	100%	100%
To provide timely support and competent representation to DHS staff prosecuting Chapters 54 and 55 guardianship and protective placements and annual reviews.	100% of Chapter 54 guardianship and protective placement petitions will be completed within the statutory time requirement.	100%	100%	100%	100%
To provide cost-effective services.	100% of in-house legal services will be provided at a rate less expensive than local private attorney rates as illustrated in annual local attorney rate survey.	100%	100%	100%	100%

#6 COLLECTIONS

	<u>2021</u>	<u>2022</u>	<u>2023</u>		
Number of collections cases referred, and files opened	0	0	0		
Number of tax intercept filed	0	0	0		
Amount of payments received from tax intercept	\$4949.34	\$5587.08	\$6148.87		
Amount of payments received, excluding tax intercepts	\$195.00	\$165.00	\$195		
Corporation Counsel Fees collected	\$175.00	172.20	\$35.00		
Total amount collected	\$5319.34	\$5924.28	\$6378.87		
Performance Goal	Outcome Measures	Benchmark	2021	2022	2023
To provide cost-effective services	The cost of collections will be less than the amount of money collected	Yes	Yes	Yes	Yes