



Committee on Administration

AGENDA

Tuesday, November 12, 2024

2:30 p.m.

Courthouse – Room 3312
721 Oxford Ave, Eau Claire, WI

Join by Phone:

Dial in Number: 415.655.0001
Access Code: 2539 374 3013

Join by Meeting Number:

Meeting Number: 2539 374 3013
Meeting Password: SQsxMJ3p6k2

Join from Meeting Link:

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=m569d9ed676d4bc81de18e10324f8deb5>

*A majority of the county board may be in attendance at this meeting.
However, only members of the committee may take action on an agenda item.*

1. Call to Order and Confirmation of Meeting Notice
2. Roll Call
3. Review and approval of meeting minutes – **Discussion/Action**
 - October 8, 2024
4. Public Comment
5. File No. 24-25/081: Ordinance to amend section 2.05.672 B. of the Code: Council Membership and Organization - **Discussion/Action (page 5)**
6. File No. 24-25/085: Ordinance to amend section 2.04.140 Rule 14-General Duties and Powers of Standing Committees; to amend section 2.04.280 Rule 28-Resolutions, Ordinances and Amendments – **Discussion/Action (page 8)**
7. File No. 24-25/086: Resolution authorizing the extension of the EMS Committee and Development of Countywide EMS program – **Discussion/Action (page 11)**
8. File No. 24-25/087: Ordinance to amend section 2.04.435 A. Of The Code. Committee On Administration; to amend section 2.04.445 A. Of The Code. Committee On Judiciary and Law Enforcement – **Discussion/Action (page 27)**
9. File No. 24-25/069: Ordinance to amend section 2.04.095 Of The Code; Public Comment: to amend section 2.04.140 I Of The Code: Rules Of The County Board Of Supervisors - **Discussion/Action (page 30)**

Prepared by: Samantha Kraegenbrink – Executive Office 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 at (715) 839-5106. For additional information on ADA requests, contact the County ADA Coordinator at (715) 839-7335, (FAX) (715) 839-1669, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.



Committee on Administration

AGENDA

Tuesday, November 12, 2024

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10. Use of County Board Training Funds Guidelines – **Discussion/Action (page 33)**
11. Generous Jurors 2025 recipient – **Discussion/Action (page 34)**
12. County Administrator Timeline and Evaluation Instrument – **Information/
Discussion (page 36)**
13. County Administrator Job Description – **Discussion/Action (page 39)**
14. County Administrator Goal Update - **Discussion**
15. Formalized process for agenda item requests from county board supervisors.
Discussion / Action
16. Appointments (**Page 39**)
 - Opioid Settlement Taskforce
 - i. Sarah Ramirez
 - Local Emergency Planning Committee
 - i. Jesse Henning
17. Future Agenda Items
18. Announcements
19. Adjourn

Prepared by: Samantha Kraegenbrink – Executive Office Administrator

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Committee on Administration

MINUTES

Tuesday, October 8, 2024

2:30 p.m.

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721 Oxford Ave, Eau Claire, WI

Present: Connie Russell, Gerald Wilkie, Katherine Schneider (remote), Nancy Coffey, Steve Chilson, Dane Zook (ex-officio)

Others: Samantha Kraegenbrink – Committee Clerk, Kathryn Schauf, Sharon McIlquham, Angela Eckman, Greg Dachel (remote), Sonja Leenhouts (remote), Dave Riewestahl (remote, 3:10 p.m.)

Call to Order and Confirmation of Meeting Notice

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

Roll Call

Roll call is indicated above under present.

Review and approval of meeting minutes from:

- September 10, 2024. Motion by Supervisor Schneider to approve the minutes as presented. All in favor, minutes approved.
- September 24, 2024. Motion by Supervisor Russell to approve the minutes as presented. All in favor, minutes approved.

Public Comment

No members of the public wished to make comment.

Use of County Board Training Dollars

Samantha Kraegenbrink provided overview of the current practice in allocating county board training dollars. Samantha will draft a process based on the discussion of the committee to allocate equally amongst supervisors with a review in July and releasing unused/unallocated training dollars.

Wet Signature Requirement

Attorney McIlquham provided overview of current requirements. Corporation Counsel will draft an ordinance to remove wet signature requirements in the code as recommended by this Committee and to allow the clerk to attest to the vote.

Timeline and Evaluation Process for the Administrator

Chair Coffey provided overview of the proposed timeline. The committee had the opportunity to discuss.



Committee on Administration

MINUTES

Tuesday, October 8, 2024

2:30 p.m.

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721 Oxford Ave, Eau Claire, WI

County Administrator Job Description

Angela Eckman provided overview of the current and proposed administrator's job description. Motioned by Supervisor Schneider to postponed until the November meeting. All in favor, this item will be placed on a future agenda of the committee for further context and review.

Appointments

Motion by Supervisor Chilson. All in favor, appointment will move to the County Board.

- Land Information Council
 - i. Mary Jo Bowe

Future Agenda Items

- County Administrator Goal Update (November)
- Evaluation Instrument
- County Board Code Template from Wisconsin Counties Association
- County Board Training Process/Procedure
- Change in wet signature requirement (ordinance)
- Administrator Job Description.

Announcements

The meeting was adjourned at 4:35 p.m.

Respectfully submitted by,

Samantha Kraegenbrink – Committee Clerk
Executive Office Administrator

FACT SHEET

TO FILE NO. 24-25/081

File no. 24/25-081 is an ordinance that contains amendments to several sections of the land information council's provisions of Chapter 2 related to when the council's term limits begin, corrects a formatting error, and the appointment of the committee clerk.

The land information council is attached to the department of planning and development. The council is responsible for the county's land information plan for land record modernization. The plan updates the goals and objectives for land records modernization in Eau Claire County, describes progress made on modernization activities proposed, and lists the modernization projects that will be carried out during the three-year planning horizon for this update.

Committee Action: At its meeting on October 22, 2024, the committee on planning and development reviewed ordinance #24-25/081. After reviewing the proposed ordinance and considering staff's recommendations, the committee voted 5-0 to recommend approval of ordinance #24-25/081 to the committee on administration and the county board.

Fiscal Impact: There are no anticipated fiscal impacts.

Respectfully Submitted on behalf of the committee on planning and development:



Rodney J. Eslinger
Director of Planning and Development

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TO AMEND SECTION 2.05.672 B. OF THE CODE: COUNCIL MEMBERSHIP AND ORGANIZATION

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

SECTION 1. That Subsections B. of Section 2.05.672 of the county code be amended to read:

B. Upon appointment, all members shall serve on the council for 2-year terms commencing on the 3rd Tuesday of April until the 3rd Tuesday of April 2012, after which they will serve 2-year terms.

~~BC.~~ The land information officer shall chair the first meeting. At the first meeting the membership shall elect a chair and a vice-chair, ~~and~~ The council chair shall appoint a council member or staff member of the department of planning and development as committee clerk secretary.

ENACTED:

Committee on Administration

	AYE	NAY	ABSTAIN
_____ Supervisor Nancy Coffey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Connie Russell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Gerald Wilkie	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Steve Chilson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Katherine Schneider	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Committee on Planning & Development

	AYE	NAY	ABSTAIN
_____ Supervisor Dane Zook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Robin Leary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Jim Dunning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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RE/YK

Supervisor Caleb Aichele

Supervisor Michele Skinner

Dated this 22 day of October, 2024.

Fact Sheet for
24-25/085

Ordinance 24-25/085 eliminates the requirement for wet signatures from committee members and county board supervisors, introducing a modern, fully virtual option. This change will streamline the process by allowing legislation to be finalized at the committee level without the need to circulate documents among clerks for signatures. This amendment also addresses the challenge of obtaining signatures from committee members and county board supervisors participating virtually.

Moreover, this update will enhance accessibility by removing the need to scan documents, which can pose challenges for tools like screen readers.

The minutes will serve as the official record, and files will continue to be maintained with the County Clerk as they are currently.

Process for Committee Clerks:

- Committee Clerk's will display the vote on the screen in the meeting room while the vote is being called. Check marks will be placed next to the committee members or county board supervisors printed name to identify their vote and the minutes will reflect the vote.
- The committee clerk will electronically sign to attest for the vote on the legislation.

Fiscal impact: Minimal. Saves costs on printing and staff time to circulate documents.

Respectfully submitted,

Samantha Kraegenbrink
Executive Office Administrator

1 Enrolled No.

SAMPLE ORDINANCE

File No. 24-25/---

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3 TO SHOW AN EXAMPLE FOR FILE NO. 24-25/085

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12 ENACTED:

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14 **Committee on Administration**

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AYE NAY ABSTAIN ABSENT

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Nancy Coffey

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Connie Russell

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Gerald Wilkie

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Steve Chilson

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Katherine Schneider

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25 ATTEST:

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Samantha Kraegenbrink – Committee Clerk

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Dated this 12 day of November, 2024.

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3 TO AMEND SECTION 2.04.140 RULE 14—GENERAL DUTIES AND POWERS OF
4 STANDING COMMITTEES; TO AMEND SECTION 2.04.280 RULE 28—RESOLUTIONS,
5 ORDINANCES AND AMENDMENTS
6

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

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9 SECTION 1. That Subsection F of Section 2.04.140 of the county code be amended to
10 read:

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12 4. The committee clerk shall see that all resolutions and ordinances indicate next to the
13 supervisors ~~signature~~ printed name whether the supervisor voted "aye," "nay," or abstained.
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15 SECTION 2. That Subsection C of Section 2.04.280 of the county code be amended to
16 read:

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18 3. ~~All signatures shall be personally endorsed. No typewritten signatures shall be~~
19 ~~permitted, except when legislation is retyped and conformed to the original document which shall~~
20 ~~be kept on file.~~ Each supervisor's vote will be documented in the minutes. The original document
21 will indicate whether the supervisor voted "aye," "nay," or abstained, with a check mark next to
22 their printed name.
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25 ENACTED:

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27 **Committee on Administration**

	AYE	NAY	ABSTAIN
28 _____ 29 Supervisor Nancy Coffey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30 _____ 31 Supervisor Connie Russell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32 _____ 33 Supervisor Gerald Wilkie	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34 _____ 35 Supervisor Steve Chilson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36 _____ 37 Supervisor Katherine Schneider	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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42 Dated this _____ day of _____, 2024.
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FACT SHEET

TO FILE NO. 24-25/086
AUTHORIZING THE EXTENSION OF THE EMS COMMITTEE AND
DEVELOPMENT OF COUNTYWIDE EMS PROGRAM

A special committee was formed to explore the viability of a countywide EMS system in Eau Claire County but has not yet completed their assessment and have not developed a countywide EMS program. Municipalities and local EMS providers generally support Eau Claire County providing EMS primarily because the County can fund the service by levying taxes outside of levy limits. Counties throughout the state are involved in EMS in varying ways.

The special committee is set to expire on December 31, 2024 and it is necessary to extend the term of the special EMS Committee until December 31, 2025 to allow develop a countywide EMS program for County Board review/action.

Fiscal Impact: Unknown

Respectfully Submitted,

Jake Brunette
Assistant Corporation Counsel

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AUTHORIZING THE EXTENSION OF THE EMS COMMITTEE AND DEVELOPMENT OF COUNTYWIDE EMS PROGRAM

WHEREAS, the Eau Claire County EMS Committee, who reports to the Committee on Administration, was created on June 20, 2023 pursuant to Resolution 23-24/019 and, after multiple extensions, the special committee is set to expire on December 31, 2024; and

WHEREAS, the committee has been meeting on a regular basis reviewing information on EMS and engaging with local municipalities and subject matter experts to better understand the current state of EMS, how countywide EMS can be funded including tax implications, and options for countywide EMS moving forward; and

WHEREAS, the committee, with recent assistance from UW-Extension, has determined there is general support amongst municipalities and EMS providers for Eau Claire County to provide EMS primarily because the County has the option to fund countywide EMS by levying taxes outside of levy limits; and

WHEREAS, in order for Eau Claire County to provide countywide EMS, the committee must develop an EMS program that takes into account how EMS will be provided throughout the county; the extent of the county’s involvement including control and oversight; how the EMS program will be funded; and how municipalities, EMS providers, and the public will be impacted amongst other factors; and

WHEREAS, the committee requests additional time to develop a countywide EMS program; and

WHEREAS, subject to change, the committee intends to present details of the countywide EMS program to the County Board in May 2025 with an anticipated program implementation date in January 2026 if approved.

NOW, THEREFORE BE IT RESOLVED; the Eau Claire County Board of Supervisors hereby extends the Eau Claire County EMS Committee until December 31, 2025.

BE IT FURTHER RESOLVED, the Eau Claire County EMS Committee shall develop a countywide EMS program and report details of such program to the County Board no later than May 31, 2025.

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ADOPTED:

Committee on Administration

AYE NAY ABSTAIN

Supervisor Nancy Coffey

Supervisor Connie Russell

Supervisor Gerald Wilkie

Supervisor Steve Chilson

Supervisor Katherine Schneider

Dated this _____ day of _____, 2024

Resolution 24-25/086

JCB



OFFICE OF CORPORATION COUNSEL

EAU CLAIRE COUNTY
EAU CLAIRE COUNTY COURTHOUSE
721 OXFORD AVE., SUITE 3520
EAU CLAIRE, WI 54703

PH: (715) 839-4836 Fax: (715) 839-6243



ASSISTANT CORPORATION COUNSEL

*Richard A. Eaton
Charles R. Ellefsen, III
Jake Brunette
Sarah E. Brown-Jager*

CORPORATION COUNSEL

Sharon G. McIlquham

November 6, 2024

TO: Committee on Administration
FROM: Attorney Jake Brunette
RE: Overview of EMS in Eau Claire County

This correspondence provides a high-level overview of EMS in Eau Claire County.

1. Nineteen (19) municipalities are located in the county (13 towns, 3 villages, and 3 cities).
2. Each municipality, not the county, provides and/or contracts for emergency medical services (EMS consists of ambulance providers and first responders).
3. The county is currently served by five (5) ambulance providers.
4. The county is currently served by eleven (11) first responder groups.
5. The county has the option to provide, and levy taxes for, EMS throughout the entire county pursuant to Wis. Stat. 59.51, 59.54(1), and 256.
6. Counties only have the authority to levy taxes outside of levy limits to fund countywide EMS pursuant to Wis. Stat. 66.0602(3)(e)(6).
7. Twelve (12) counties have implemented some form of countywide EMS. Approximately fourteen (14) counties, including Eau Claire County, are exploring countywide EMS.
8. Options for countywide EMS include: 1) Consolidated EMS – county is the sole provider of EMS; 2) Supplemental EMS – county is one provider with other non-county provider(s); or 3) Distributive services – county contracts with non-county providers.
9. A countywide EMS program shall be approved by the County Board and Wisconsin Department of Health Services before implementation.
10. Recent changes in the law dictate how municipalities and the county will be impacted if EMS is transferred to the county (i.e. levying capacity related to the transfer of EMS and maintenance of effort related to EMS).
 - a. Additional research and outreach is required to thoroughly understand the impacts of the new laws.

Sincerely,

Jake Brunette
Assistant Corporation Counsel
Eau Claire County



OFFICE OF CORPORATION COUNSEL

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ASSISTANT CORPORATION COUNSEL

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Charles R. Ellefsen, III
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Sarah E. Brown-Jager*

CORPORATION COUNSEL

Sharon G. McIlquham

November 4, 2024

TO: Eau Claire County EMS Study Committee
FROM: Attorney Jake Brunette
RE: Pros/cons of Eau Claire County providing countywide EMS

This correspondence provides a list of pros and cons with regards to Eau Claire County providing countywide EMS. The list is not exhaustive and created based on the information available as of the date of this correspondence.

Pros

Countywide EMS is authorized by state law
County may fund countywide EMS outside municipal levy limits
Countywide EMS would provide parity of service throughout county
County has more resources available to maintain EMS and adapt to changes in industry
Some existing county services/personnel may be covered under countywide EMS
The current trend is to move EMS to countywide model

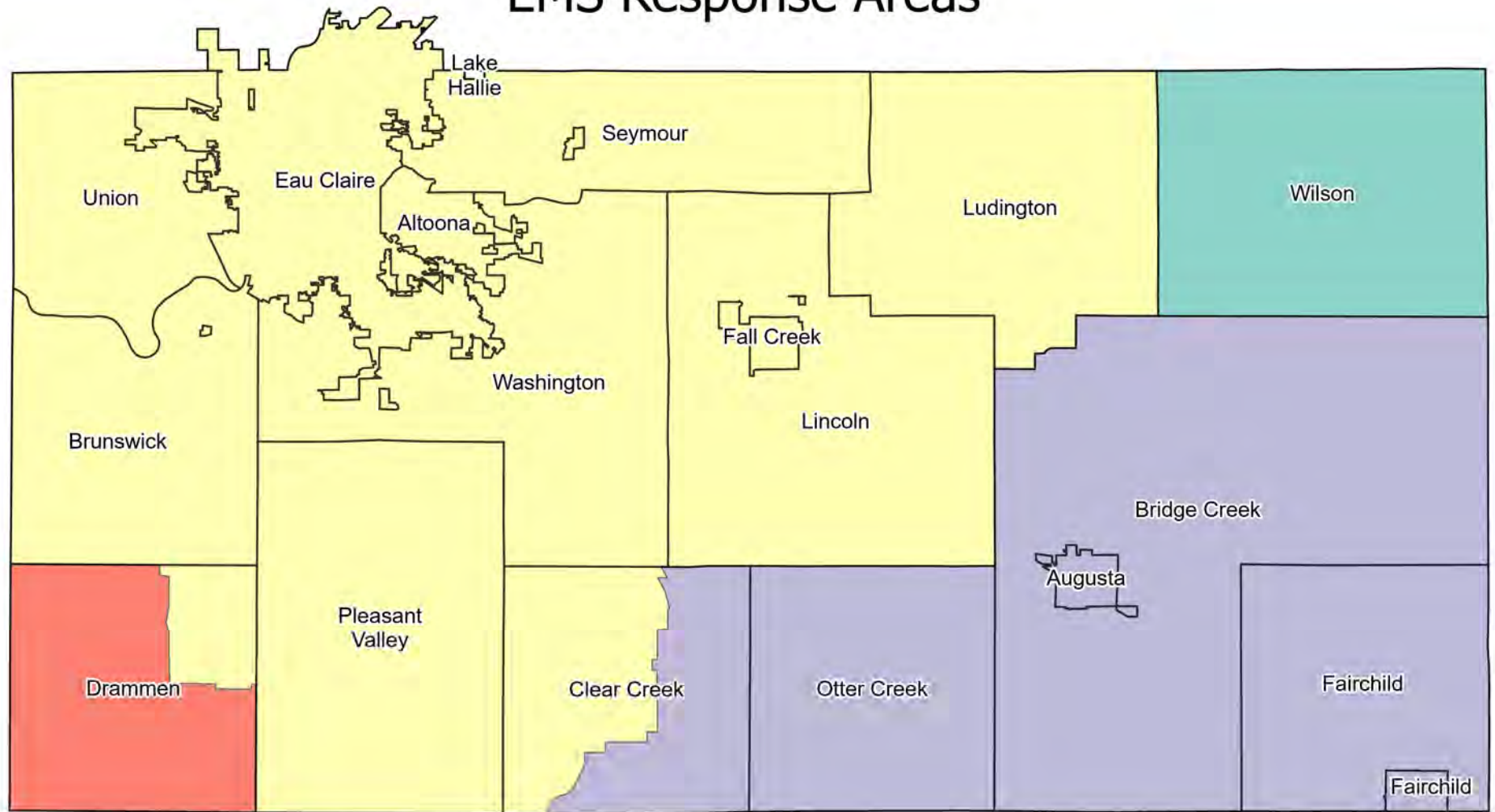
Cons

County would be providing a non-mandated service that county has not and does not need to provide
County levying taxes outside of levy limits means more tax as municipality levying capacity doesn't transfer to county (ie local municipality can still tax but use taxes for other purposes)
County providing EMS shifts liability to county vs. municipalities
Counties and municipalities must comply with maintenance of effort requirements with potential in loss of shared revenue if effort isn't maintained
Future of state laws and state agency interpretation of existing and future laws is unknown (ie municipalities may exceed levy limits for EMS)
What constitutes an acceptable countywide EMS program is unknown

Sincerely,

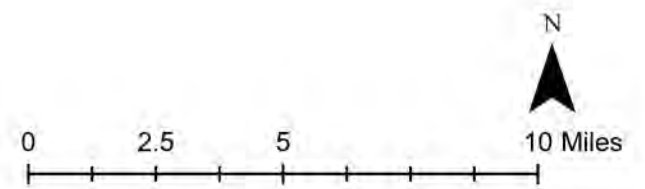
Jake Brunette
Assistant Corporation Counsel
Eau Claire County

EMS Response Areas



Ambulance	
	Eau Claire EMS
	Mayo Ambulance
	Boyd
	Mondovi

Ambulance	SqMiles
Boyd	48
Mondovi	30
Mayo Ambulance	195
Eau Claire EMS	378



Summary of EMS Providers

Personnel

- **Staffing Levels:** Most providers have a mix of EMT-Basics, Advanced EMTs, and paramedics. Staffing levels vary, with some providers having around 30-64 staff members.
- **Paramedic Availability:** Paramedic coverage is a common focus, with some providers ensuring at least one paramedic per shift, while others rely on paramedic intercepts from nearby services.
- **Challenges:** Recruitment and retention of paramedics and EMTs are ongoing challenges, with some areas experiencing a decrease in available personnel.

Volunteers vs Employees

- Most of our Communities are covered by full-time paramedic level ambulances. Two townships are primarily served by volunteer-based EMT basic ambulances.
- **Volunteer Reliance:** Many providers rely heavily on volunteers, with a few key volunteers handling the majority of calls.
- **Full-Time Staff:** Some providers have transitioned to having all full-time staff, while others maintain a mix of career and volunteer (paid-on-call) staff.
- **Recruitment Issues:** Recruiting volunteers is increasingly difficult, with some providers noting a lack of community interest and drive.

Recruiting and Retention

- **Retention Rates:** Retention rates vary, with some providers experiencing stable retention and others facing significant challenges.
- **Recruitment Efforts:** Efforts to recruit new EMTs and paramedics include partnerships with local technical colleges, social media outreach, and competitive wages.
- **Challenges:** Retention is often impacted by pay rates, with some providers needing to raise wages to remain competitive. The pandemic has also affected volunteer retention.

Training Challenges

- **National Registry Testing:** The National Registry Testing requirements are a common challenge, with concerns about the increasing hours required for certification.
- **In-House Training:** Many providers conduct in-house training, including online platforms, hands-on training, and chart reviews.
- **Ongoing Training:** Meeting ongoing training requirements while managing call volumes is a challenge for many providers.

Cost of Service

- **Budget Variations:** Annual budgets range from around \$2.4 million to \$5 million, with slight increases each year.
- **Revenue and Expenses:** Providers often face a gap between revenue and expenses, with some relying on subsidies and grants to cover costs.
- **Capital Costs:** Capital costs, including equipment and ambulance replacements, are significant challenges.

Profit

- **Profit Margins:** Profit margins are generally low, with some providers making around \$30K-\$50K per year, while others operate at a loss.
- **Reinvestment:** Profits, when available, are typically reinvested into the department for equipment and training.

Financial Reserves

- **Reserve Levels:** Financial reserves vary, with some providers maintaining reserves of around \$250,000, while others have minimal or no specific reserves for EMS.
- **Reliance on Subsidies:** Many providers rely on municipal subsidies and grants to maintain operations.

5 Year Equipment Needs

- **Ambulance Replacements:** Regular replacement of ambulances is a common need, with some providers planning replacements every few years.
- **Equipment Upgrades:** Upgrades to heart monitors, AEDs, and other critical equipment are planned, with costs often included in capital improvement plans.

- **Funding Challenges:** Securing funding for these replacements and upgrades is an ongoing challenge.

Gaps in County

- **Coverage Issues:** Some areas struggle with consistent coverage, particularly for paramedic services and first responder responses.
- **Mutual Aid:** Mutual aid agreements are essential to fill gaps, especially during multiple simultaneous calls.
- **Rural Challenges:** Rural areas face unique challenges due to lower call volumes and higher operational costs.

Interhospital Transports

- **Revenue Source:** Interhospital transports are a significant revenue source for some providers, while others perform very few transfers.
- **Challenges:** Payment for these transports can be challenging, with some providers struggling to get reimbursed.

Mutual Aid Calls

- **Frequency:** Mutual aid calls vary, with some providers responding to dozens of requests annually.
- **Dependence:** Mutual aid is crucial for managing high call volumes and ensuring coverage during peak times.

Municipal Support

- **Strong Support:** Most providers report strong support from municipalities, with financial assistance provided as needed.
- **Contractual Agreements:** Contracts with municipalities are common, with rate increases anticipated to cover rising costs.

Contractual Change

- **Rate Increases:** Rate increases are a common contractual change, with municipalities understanding the need due to levy limits.
- **No Major Changes:** No significant changes in service contracts are anticipated by most providers.

Additional Comments

- **Funding Needs:** There is a consistent call for increased funding to support EMS services, including staffing, equipment, and training.
- **Part-Time:** There is a desire for the potential to fund part-time first responders in rural communities to cover “shifts”
- **Community Paramedic Programs:** Some providers express interest in developing community paramedic programs and regional approaches to EMS.

Summary of Municipal Leaders

Who provides your EMS transport services – City/Village/Town or contract out?

- **Eau Claire Fire/EMS:** Many municipalities, including Altoona, Augusta, Brunswick, Luddington, and Pleasant Valley, rely on Eau Claire Fire/EMS for their EMS transport services.
- **Mayo Ambulance:** Some areas, such as Fairchild, use Mayo Ambulance, often with backup from Eau Claire Fire/EMS.
- **Chippewa Fire District:** This district provides services to one address, a coalition of towns, mainly in Chippewa County invest in this provider.
- **Mixed Providers:** Some municipalities have a mix of providers, including local fire districts and private services.

Are you finding challenges funding EMS due to levy limits? If there are challenges - Is this causing you to think about other options? If so, what might they be?

- **Funding Challenges:** Many municipalities face challenges funding EMS due to levy limits, with costs rising and budgets being stretched thin.
- **Exploring Options:** Some municipalities have issued RFPs (Requests for Proposals) to explore other options, but responses have been limited.
- **Impact on Other Services:** Funding EMS often takes away from other priorities, such as road maintenance.
- **Legislative Solutions:** There is interest in legislative changes to allow for more flexible funding options, such as forming EMS districts or increasing levy limits.

Do you think there is a need for more funding to support EMS?

- **Consensus on Need:** There is a strong consensus that more funding is needed to support EMS, particularly for wages, training, and equipment.
- **Rising Costs:** The rising costs of providing EMS services, including increased call volumes and higher standards of care, are driving the need for additional funding.
- **Pandemic Impact:** The pandemic has exacerbated funding challenges, with many volunteers dropping out and new ones not signing up.

Would your municipal board support a county tax levy for EMS?

- **General Support:** Most municipal boards would support a county tax levy for EMS, recognizing the financial benefits and the need for sustainable funding.
- **Conditions for Support:** Support is often conditional on seeing a detailed plan and ensuring local control over training and equipment is maintained.
- **Concerns:** Some municipalities are concerned about losing local control and the potential for increased taxes.

How broad is the support within the municipal board for EMS?

- **Strong Support:** There is broad support for EMS within municipal boards, with many considering it a top priority.
- **Competing Priorities:** While EMS is a priority, it often competes with other critical services like road maintenance and fire protection.
- **Mandated Service:** EMS is seen as a mandated and essential service, with strong backing from municipal leaders.

Level of service question – What do you like or what concerns do have regarding your level of EMS service?

- **Positive Feedback:** Many municipalities are satisfied with their current level of EMS service, praising response times and the quality of care.
- **Cost Concerns:** The primary concern is the rising cost of services, which puts pressure on municipal budgets.
- **Response Times:** Some municipalities have concerns about response times, particularly in rural areas where distances are greater.

What advantages and disadvantages do you see if the County takes on financing responsibilities for EMS?

- **Advantages:**
 - **Financial Relief:** Shifting the financial burden to the county could free up municipal budgets for other priorities.
 - **Unified Service:** A county-wide approach could create a more unified level of EMS service across the region.
 - **Efficiency:** Potential for more efficient and effective services through centralized management.

- **Disadvantages:**

- **Loss of Local Control:** Concerns about losing local control over EMS services and decision-making.
- **Implementation Challenges:** Uncertainty about how the transition would be managed and the potential for increased taxes.
- **Funding Allocation:** Worries about how funds would be distributed and whether all municipalities would benefit equally.

From: [Kathryn Schauf](#)
To: [Beth Martin](#)
Subject: FW: County-Wide EMS and Levy Transfer
Date: Wednesday, November 6, 2024 6:54:09 PM
Attachments: [image001.png](#)
[image002.png](#)

Please print this email and include it in the packet for CoA with the EMS data

From: Jason Szymanski <Jason.Szymanski@eauclairecounty.gov>
Sent: Wednesday, November 6, 2024 4:38 PM
To: Regenauer, Sara M - DOR <saram.regenauer@wisconsin.gov>
Cc: Kathryn Schauf <Kathryn.Schauf@eauclairecounty.gov>; Rod Eslinger <Rod.Eslinger@eauclairecounty.gov>
Subject: County-Wide EMS and Levy Transfer

Sara,

Eau Claire County is considering implementing a county-wide EMS service and levying outside the levy limits as allowed under Wis. Stat. §66.0602(3)(e)(6). I wanted to follow up on our conversation from earlier this year, regarding Wis. Stat. §66.0602 and the changes that went into effect on July 1st of this year. Kitzie Winters, the Finance Director for the City of Eau Claire, and I discussed the matter with you, and I'd like to summarize the key points we covered along with the relevant text of the statutes. I also wanted to inquire about the potential impact on EMS Maintenance of Effort for the municipalities that are no longer funding the service.

Transfer of Levy

We reviewed the provisions in **Wis. Stat. §66.0602**—specifically sections (3)(a) and (3)(b), as they relate to levy transfers. The text of these statutes is as follows:

- **66.0602(3)(a):**

*"If a political subdivision transfers to another governmental unit responsibility for providing any service that the political subdivision provided in the preceding year, the levy increase limit otherwise applicable under this section to the political subdivision in the current year is decreased to reflect the cost that the political subdivision would have incurred to provide that service, as determined by the department of revenue. The levy increase limit adjustment under this paragraph applies only if the transferor and transferee file a **notice of service transfer** with the department of revenue."*

- **66.0602(3)(b):**

"If a political subdivision increases the services that it provides by adding responsibility for providing a service transferred to it from another governmental unit that provided the service in the preceding year, the levy increase limit otherwise applicable under this section to the political subdivision in the current year is increased to reflect the cost of that service, as determined by the department of revenue. The levy increase limit adjustment under this paragraph applies only if the transferor and transferee file a

notice of service transfer with the department of revenue."

As discussed, **a transfer of levy will only occur if both municipalities file the required notice of service transfer**. If either party fails to file the notice, no levy adjustment will take place. You further clarified that the **Department of Revenue does not have the power to require municipalities to file a notice of transfer** when a transfer of service occurs.

Has anything changed with the DOR's interpretation of the statues?

EMS Maintenance of Effort

We have also been considering the impact on the EMS Maintenance of Effort requirement for the municipalities that may longer be funding the service. Does the DOR have any guidance on potential MOE implications of a transition to a county-wide EMS?

Thanks again for your time and helpful insights.

Best regards,

Jason Szymanski, CPA

Finance Director

721 Oxford Ave., Suite 3400 • Eau Claire, WI 54703

Direct: 715-839-2827

Email: jason.szymanski@eauclairecounty.gov

Co-Muni Code	Type of Service	County Name	Countywide EMS levy	Population (per 2020 census)	Avg per capita cost (levy/pop)	Total Levy Budget	Mill Rate per Equalized Value	EMS Levy per \$1000	Percent of Average Cost Per \$330,000 House	
04999	Grants	Bayfield County	\$220,400	16,220	\$13.59	13,123,505	3.496	3,753,502,200	\$0.06 2%	\$19.38
15999	County Operated	Door County	\$4,768,445	30,066	\$158.60	31,665,832	2.61040301	12130629600	\$0.39 15%	\$129.72
19999	County Operated	Florence County	\$1,538,967	4,558	\$337.64	4599862	6.48	946898500	\$1.63 25%	\$536.34
24999	County Contracts	Green Lake County	\$2,371,267	19,018	\$124.69	18332203	5.173	3543814300	\$0.67 13%	\$220.81
33999	County Operated (Linn)	Lafayette County	\$193,524	16,611	\$11.65	10,131,287	6.1738	1,641,000,500	\$0.12 2%	\$38.92
35999	County Contracted	Lincoln County	\$1,505,366	28,415	\$52.98	15,658,766	4.443801	3,523,732,700	\$0.43 10%	\$140.98
39999	County Operated	Marquette County	\$1,600,651	15592	\$102.66	15,195,99	6.005	\$2,530,556,700	\$0.63 11%	\$208.73
40999	County Contracted	Milwaukee County	\$5,238,327	939489	\$5.58	291,434,132	\$3.03	\$96,037,594,500	\$0.05 2%	\$18.00
43999	County Operated (Oneida)	Oneida County	\$2,539,439	37845	\$67.10	19,081,305	\$1.73	11,007,662,100	\$0.23 13%	\$76.13
49999	County Operated (Portage)	Portage County	\$2,878,219	70377	\$40.90	\$34,950,277	\$4.30		\$0.36 8%	\$118.80
54999	County Operated	Rusk County	\$709,673	14188	\$50.02	8,883,169.00	5.22	1,700,685,000	\$0.42 8%	\$137.70
57999	County Operated	Sawyer County	\$1,752,960	18074	\$96.99	\$14,386,859	\$2.68	\$5,376,954,500	\$0.33 12%	\$107.58
60999	County Contracted	Taylor County	\$1,904,433	19913	\$95.64					
69999	County Operated	Waushara County	\$2,083,567	24520	\$84.97	22,396,880	5.6739417	3,947,322,900.00	\$0.53 9%	\$174.19
TOTAL			\$29,305,238							
AVG			\$2,093,231	89,634	\$23.35					\$
	Assumed 2023	EAU CLAIRE CO	\$6,000,000	105710	\$56.75	47508175	4.22	11,255,610,700	0.53 12.5	\$174.90

FACT SHEET

TO FILE NO. 24-25/087

This ordinance change is to move the responsibility for oversight of the county medical examiner from the Committee on Administration to the Committee on Judiciary and Law Enforcement. County medical examiner services are provided through a contract with the Dunn County Medical Examiner's Office. The medical examiner provides monthly reports, as well as annual reports, to Eau Claire County, which are posted on the Eau Claire County website. In Dunn County, the medical examiner oversight is provided by the Judiciary and Law Committee. This ordinance change is being made to be consistent with the oversight in Dunn County. It is anticipated the Medical Examiner, or one of the Deputy Medical Examiners, will provide information on a quarterly and annual basis to the Eau Claire County Judiciary and Law Enforcement Committee, which is consistent with reports given by the other departments under the oversight of the Judiciary and Law Enforcement Committee.

Respectfully Submitted,

Sharon L.G. McIlquham
Eau Claire County Corporation Counsel

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TO AMEND SECTION 2.04.435 A. OF THE CODE. COMMITTEE ON ADMINISTRATION;
TO AMEND SECTION 2.04.445 A. OF THE CODE. COMMITTEE ON JUDICIARY AND LAW
ENFORCEMENT

SECTION 1. That Subsection A. of Section 2.04.435 of the code be amended to read:

2.04.435 Committee on administration.

A The committee shall be responsible to the county board for the departmental policy and oversight of the offices of the county administrator, corporation counsel, information systems director, facilities director, purchasing director, ~~county medical examiner~~, veteran services director and veterans service commission. In addition the committee shall have the following specific duties:

SECTION 2. That Subsection A. of Section 2.04.445 of the code be amended to read:

2.04.445 Committee on judiciary and law enforcement.

A. The committee shall be responsible to the county board for the departmental policy and oversight of the sheriff's office, district attorney's office, clerk of courts, register in probate/clerk of juvenile court, circuit court, county medical examiner and criminal justice services.

Committee on Administration

	AYE	NAY	ABSTAIN
_____ Supervisor Nancy Coffey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Connie Russell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Gerald Wilkie	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Steve Chilson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Katherine Schneider	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dated this _____ day of _____, 2024.

Committee on Judiciary and Law Enforcement

AYE NAY ABSTAIN

Supervisor Gerald Wilkie

Supervisor John Folstad

Supervisor Lorelee Clark

Supervisor Brett Geboy

Supervisor Allen Myren

Dated this _____ day of _____, 2024.

SM/yk

FACT SHEET

TO FILE NO. 24-25/069

This ordinance change is to ensure the ordinance provisions for public comment are consistent for both the county board meetings as well as the standing committee, board and commission meetings. In reviewing the code sections regarding public the provisions for the board meetings as compared to the committee, board and commission meetings were not identical. This file removes that inconsistency and ensures the public comment provisions for the committee, board and commission meetings are the same as the county board meeting.

Respectfully Submitted,

Sharon L.G. McIlquham
Eau Claire County Corporation Counsel

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3 TO AMEND SECTION 2.04.095 OF THE CODE; PUBLIC COMMENT: TO AMEND
4 SECTION 2.04.140 I OF THE CODE: RULES OF THE COUNTY BOARD OF SUPERVISORS

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

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8 SECTION 1. That Section 2.04.095 of the code be amended to read:

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10 2.04.095 Rule 10--Public comment. All county board agendas shall include a public
11 comment item on each agenda at the outset of the meeting. The purpose of public comment is to
12 provide non county board members with an opportunity to present information to the county board.
13 It is not intended to provide for interactive debate or for the cross examination of nonmembers.
14 Any person who is not a member of the board shall be given, subject to the chair’s discretion, up
15 to 3 minutes to speak to the board during the public comment time period. The public comment
16 time period will be limited to no more than 30 minutes per meeting. Any person wishing to speak
17 ~~may shall~~ sign in prior to the meeting to obtain a priority order to addressing the board. Each
18 person wishing to speak shall include their name, address and county of residence when signing
19 in, and also state their name, address and county of residence when speaking. After all speakers
20 who signed up have spoken, anyone else interested in speaking will be given the opportunity if
21 any time remains within the 30-minute public comment period. All speakers must follow the
22 guidelines established by the county code and the chair. The 30-minute public comment time
23 period may be extended at the discretion of the chair.

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25 SECTION 2. That Subsection I. of Section 2.04.140 be amended to read:

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27 I. All committees shall include a public comment item on each agenda at the outset
28 of the meeting. The purpose of public comment is to provide non county board members with an
29 opportunity to present information to the committee. It is not intended to provide for interactive
30 debate or for the cross examination of nonmembers. Any person who is not a member of the county
31 board shall be given, subject to the chair’s discretion, up to 3 minutes to speak to the committee
32 during the public comment time period. The public comment time period will be limited to no
33 more than 15 minutes per meeting. Any person wishing to speak shall sign in prior to the meeting
34 to obtain a priority order to addressing the committee. Each person wishing to speak shall include
35 their name, address and county of residence when signing in, and also state their name, address
36 and county of residence when speaking. After all speakers who signed up have spoken, anyone
37 else interested in speaking will be given the opportunity if any time remains within the 15-minute
38 public comment period. All speakers must follow the guidelines established by the county code
39 and the chair. The 15-minute public comment time period may be extended at the discretion of the
40 chair. The land conservation commission shall be considered a standing committee within the
41 meaning of this subsection.

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49 ENACTED:

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Committee on Administration

AYE NAY ABSTAIN

Supervisor Nancy Coffey

Supervisor Connie Russell

Supervisor Gerald Wilkie

Supervisor Steve Chilson

Supervisor Katherine Schneider

Dated this _____ day of _____, 2024
Resolution 24-25/069

Use of County Board Training Funds

At the beginning of each fiscal year, the Committee on Administration will have a budget allocation provided to them allowing Board Supervisors to participate in professional development opportunities as it relates to their role as County Board supervisors. The amount available for request will be divided equally amongst all 29 districts. When a professional development opportunity is confirmed, the respective supervisor will submit their request to the Executive Office Administrator to be approved by the County Board Chair. At the end of the month six in the budget cycle (June 30), the Executive Office Administrator will communicate the total of any remaining amounts that have not been previously requested and accounted for. At that time, all Board Supervisors will have an opportunity to make any additional requests for professional development opportunities referencing these available funds on a first come, first served basis.

If funds are depleted, no further reimbursements will be provided, and Board Supervisors assume responsibility of all costs incurred including registration, lodging, and mileage.



memo

To: Committee on Administration

From: Samantha Kraegenbrink, Executive Office Administrator

Date: November 12, 2024

Re: 2025 Generous Jurors Nominations

An email was sent to department heads asking for input regarding county programs that could be considered for the 2025 Generous Juror Program.

Committee decision regarding the 2025 recipient is now needed. Once the program has been selected, I will process the paperwork accordingly.

Thank you.

1. Eau Claire County Crime Stoppers

- a. Eau Claire County law enforcement agencies rely on residents and businesses to solve crimes, recover property, and remove drugs. Allows people to submit tip anonymously.

2. Eau Claire Sheriff's Office Kids N' Cops Program

- a. Since 1991, Kids N' Cops has united the Eau Claire County Sheriff's Office and other area Law Enforcement Officers with at risk youth between the ages of 4-11. Donations and fundraisers allow the program to create a special experience for these young people. Referrals are received from schools, social service agencies and churches. Officers take the children shopping at Target for essential winter clothing and school items and let them choose a special toy! Kids N' Cops enables officers, family members and friends to share a little holiday cheer while providing a positive interaction with law enforcement that lasts a lifetime.



3. Drug Endangered Children Program

- a. The Eau Claire County Drug Endangered Children (DEC) Team is committed to providing the most current evidence-based training and resources available to investigate cases involving drug endangered children in our community. Our goal is to ensure children receive the services, resources and medical care they need to ensure their well-being.

4. Meals on Wheels

- a. There is no specific charge per meal. Eau Claire County requests a \$5.00/meal contribution but contribute as generously as you can afford. Actual cost of the meal is \$8.80/meal. Any contribution is gratefully accepted, and you will not be turned away due to inability to contribute. No senior will go hungry.

Senior Nutrition Programs are partially funded under the federal Older Americans Act and are designed to provide meals and supportive services to people 60 years of age and older, and their spouses.

Administrator's Evaluation Criterion

1. Leadership

- Decision making and actions reflect integrity, honesty and openness
- Demonstrating a solid grasp of the subject matter
- Examining the full scope of factors that influence an issue, determining calculated risks, and developing and using relationships and interpersonal skills to build consensus
- Thinking and acting to instill a culture of continuous improvement; moving the organization forward through consistent examination of methods and integration of new and innovative practices.
- Being a role model and demonstrating behavior expected by others
- Takes the initiative to provide information, advice, and recommendations to the governing body on matters that are non-routine and not administrative in nature

2. Strategy-

- Sharing, supporting, and advocating the organization's mission and vision by developing and communicating the vision to staff and others
- Helping elected officials develop a policy agenda that can be implemented effectively and that serves the best interests of the community
- Anticipating things that can go wrong and preparing accordingly
- Understands, supports, reviews and offers workable alternatives to:
 - Rules of the board
 - Policy
 - Ordinances

3. Organizational

- Providing the team with a sense of direction and purpose, and balancing the big picture framework with day-to-day operations
- Prioritizing collaboration and efforts that create a shared sense of success
- Holding staff accountable and instilling accountability into operations
- Recruiting, retaining, and developing a talented workforce
- Aligning the organization's human capital with the strategic objectives of the governing body

4. Operational / Fiscal

- Assessing the environment to determine the best approach or style for leading a project to success
- Building financial resiliency by analyzing risk, anticipating future trends and challenges, and planning for the unexpected
- Maintaining perspective and focus on both short- and long-term outcomes
- Identifying, gathering, and reporting performance measures in a manner that is meaningful, understandable, and efficient; using data to lead and manage the organization and deliver results
- Preparing accurate and understandable capital and operating budgets

5. Relationships with external constituencies

- Engaging with and understanding the viewpoints of key stakeholders in the community; committing to ongoing communication about expectations, decisions, and measurable outcomes
- Building relationships among local, state, and federal elected and appointed officials to advocate for the community
- Employing various communication methods, including social media, to ensure transparency and to keep the community informed of local government services and impacts.
- Providing complete, accurate, and timely information

EAU CLAIRE COUNTY JOB DESCRIPTION

TITLE:	County Administrator	GRID LEVEL:	23
DEPARTMENT:	Administration	EEO CATEGORY:	Administrators
REPORTS TO:	County Board of Supervisors	EFFECTIVE DATE:	June 2024
FLSA STATUS:	Exempt		

COMPANY DESCRIPTION: Eau Claire County prides itself on being a service focused employer dedicated to delivering high quality public services in a comprehensive and timely manner. We believe in collaborating with our community partners to create a vibrant, healthy, physical, social, and economic environment where people can live & work. Our employment philosophy is to hire employees with the knowledge, skills & desire to work in a service-oriented culture where employee growth & development is encouraged through coaching and mentoring & a desire to serve others is nurtured.

POSITION SUMMARY: The County Administrator manages County operations by directing and coordinating activities consistent with established goals, objectives, and policies, as directed by the County Board of Supervisors. This position assumes the duties as Chief Administrative Officer of Eau Claire County local government and coordinates, directs, and performs the full range of administrative duties inherent to that function. The County Administrator performs all administrative duties vested in the position pursuant to Wis. Stat. § 59.18 or Chapter 2.06 of the County Code or assigned by the Eau Claire County Board by law or by intergovernmental agreement.

QUALIFICATIONS:

- Applies keen sense of professional and personal integrity, ethics, and standards to support and facilitate the County Board in developing strategies for all issues in the County, to include analyzing, providing guidance, and recommending appropriate actions.
- Through comprehensive knowledge of local, State, and Federal legislation affecting county government executes and enforces all ordinances and resolutions of the County Board and all laws of the State subject to enforcement by this position.
- Uses demonstrated leadership ability to provide professional consultation and recommendations to assist the County Board in making informed decisions regarding operations, key policy matters, and appointments of persons for which the Board or Chair is the appointing authority.
- Applies knowledge of local, State, and Federal legislation affecting county government to review, prepare, and submit County Administrative Code procedures for County Board adoption.
- Uses planning and organization skills to direct and coordinate activities to manage all real and personal property of the County over which the County Board has authority.
- Uses expertise and ability to manage cash flow and investment of funds to develop, monitor, and revise County budget and create financial reports and planning in cooperation with the Finance and Budget Committee.
- Applies effective presentation skills to address public relations affairs for the County and County Board.
- Applies knowledge of current management principles, practices, and techniques to appoint, administer, supervise, and direct the administration of staff of the Administrator's office and other county offices and departments.
- Uses ability and skill to establish and maintain effective working relationships with staff personnel, community and Board officials, other elected officials, State and Federal representatives and the general public to represent the County at communal events and on a variety of Boards, Commissions, and Committees.
- Performs other related duties as required or assigned.

TRAINING AND PROFESSIONAL EXPERIENCE QUALIFICATIONS:

- Master’s degree in business or public administration, management, government, finance, economics, accounting, investment, or a related field from an accredited college or university.
- Ten (10) years of experience in business, industry, or government at a responsible management or supervisory level.
- Five (5) years of experience in public sector management.

DESIRED TRAINING AND PROFESSIONAL EXPERIENCE QUALIFICATIONS:

- Organizational budgeting and investment experience.
- Administrative experience with equal employment opportunity practices and principles.
- International City/County Managers Association (ICMA) Credentialed Manager certification.

OTHER QUALIFICATIONS:

- Citizen of the United States.
- Must have valid driver’s license, an acceptable driving record, and access to private transportation for work-related duties.
- Must possess and maintain personal automobile insurance in the amount of \$100,000/\$300,000.

Note: The statements herein are intended to describe the general nature and level of work being performed but are not to be seen as a complete list of responsibilities, duties, and skills required of personnel so classified. Also, they do not establish a contract for employment and are subject to change at the discretion of the employer.

Eau Claire County is an equal opportunity employer that is committed to fostering, cultivating, and preserving a culture of diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, religion, age, sex, sexual orientation, gender identity, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws.

This policy applies to all employment practices within our organization, including recruiting, hiring, placement, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship. Eau Claire County makes hiring decisions based solely on qualifications, merit, and business needs at the time. For more information, read through our [EEO Policy](#).

APPROVALS:

Department Head	Date

Human Resources Director	Date

EMPLOYEE REVIEW:

I have read the above and understand that it is intended to describe the general content of and requirements for performing this job. It is not an exhaustive statement of duties, responsibilities, or requirements. I have been given a copy of this description.

Incumbent’s Signature	Date

Sarah Ramirez

Opioid Settlement Task Force

Please describe how you are qualified for the position of interest:

I am attaining service for recovery from liquid methadone, methamphetamine, alcohol and other drugs. I was a resident of the Eau Claire Sober House for approximately one year and then I got an apartment of my own that I have been living in since June of 2023. I have just completed training for the peer support specialist program and I have been clean for 2 years on July 9th, 2024. I have been addicted to liquid methadone for 6 years and I have been clean for 5 years from that. I have been on pain medication and benzodiazapams since the age of 13 when a doctor had started prescribing them. First ones were Librium, and Tylenol #3 for many years. I love recovery and living a better way of life.

If selected, how would you work to better our community?

I would share my experience, strength and hope with the public so there would be more awareness of the issue of opioid addiction in our state and community. I had an interview with senator Jesse James at the Eau Claire Sober living house a few weeks back and Michelle Markquart, the owner, was also interviewed along with a few other girls at the house that are living and enjoying their recovery. I believe that sharing hope in our community will save lives and we can make a difference.

Video Link: <https://www.youtube.com/watch?v=jetfASlZdzg>

Jesse Henning

Local Emergency Planning Committee

Please describe how you are qualified for the position of interest:

Eau Claire Police Department serves on this board, and I am the transfer position for the spot.

If selected, how would you work to better our community?

Community focus and positive interaction and growth is the core for the Eau Claire Police Department. I will continue to serve with this goal in mind.

Potential Conflicts:

Angela Henning, Wife (Department of Human Services)

Administration Review: Per Director Rod Eslinger, and Emergency Management Director Tyler Esh, this committee does not regularly cross paths with the Human Services Department. This conflict will not pose any issues.