

**SPECIAL ORDERS SESSION  
COUNTY BOARD MEETING  
TUESDAY, SEPTEMBER 2, 2003**

Chairman Joseph Maehl called the meeting to order at 6:00 p.m. in the County Board Room, Fourth Floor, Courthouse, 415 Jackson Street, Oshkosh, Wisconsin.

The meeting was opened with the Pledge of Allegiance and an invocation by Supervisor Rankin.

The following Supervisors were present: Sevenich, Griesbach, Hotynski, Scoville, Maehl, Koziczowski, Klitzke, Widener, Albrecht, Pech, Thompson, Steineke, Madison, Sundquist, Wingren, Jacobson, Norton, Nielsen, Robl, Eichman, Kline, Kramer, Schaidler, Finch, Farrey, Sievert, Arne, Diakoff, Brennand, Rankin, Rengstorf and O'Brien. Absent: Tierney, Radewan and Barker. Excused: Lauson, Hert and Egan.

Motion by Supervisor Robl and seconded to adopt the agenda. CARRIED BY VOICE VOTE.

**COMMUNICATIONS, PETITIONS, ETC.**

A resolution from the Town of Winchester, "Authorize Support Funding in the Winnebago County 2004 Budget to Complete the County Comprehensive Plan" was forwarded to the Planning & Zoning and Land Conservation Committees.

The following resolutions were received and forwarded to various committees:

- Jackson County - Resolution 47-8-03: "Supporting Senate Bill 176 Allowing Municipal Mutuals to Provide Property Insurance" was referred to the Legislative Committee.
- Manitowoc County - Ordinance No. 2003/2004-53: "Ordinance Prohibiting Feeding Deer" was referred to the Legislative Committee.
- Sauk County - Resolution No. 114-03: "To Support Federal Legislation Proposed by Senator Russ Feingold and Senator Grassley of Iowa to Change Medicare Payment Inequities Between States" was referred to the Human Services Board.
- St. Croix County - Resolution No. 34(2003): "Resolution in Opposition to a State Imposed Levy Limit on Local Units of Government" was referred to the Legislative Committee.
- St. Croix County - Resolution No. 36(2003): "Resolution in Support for Senate Bill 15, Which Creates a Joint Survey Committee on State Mandates and Funding" was referred to the Legislative Committee.
- St. Croix County - Resolution No. 35(2003): "Resolution Opposing Modifications to Property Tax Payment System" was referred to the Legislative Committee.
- Vilas County - Resolution No. 2003-54: "Natural Resources Board Appointment" was referred to the Land Conservation Committee.

**COMMITTEE REPORTS**

There were no reports .

**CHAIRMAN'S REPORT**

Chairman Maehl asked supervisors to keep Supervisor Lauson and his family in their prayers. Supervisor Lauson's wife, Barbara, passed away Tuesday afternoon. Funeral arrangements are pending.

**PUBLIC HEARING**

No one addressed the Board.

**HUMAN SERVICES FUNDING SOURCE PRESENTATION  
ELLEN SHUTE, FINANCIAL & SUPPORT DIVISION MANAGER**

Supervisor Koziczowski introduced Ellen Shute, Financial Support Division Manager of the Human Services Department, who gave a power point presentation on the complexity of funding sources. Supervisor Koziczowski stated that although this presentation was also made in September, 2001, Ms. Shute and Mark Quam, Human Services Director, will provide updates comparing funding from 2001 to anticipated funding for 2004.

Ms. Shute began her presentation by giving a little history of the Human Services Department. In 2000, Social Services and Community Programs Departments merged with the Commission on Aging and Juvenile Court Intake to make the Human Services Department. The Director was Dennis Wendt, followed by Keith Laux and effective May, 2003, Mark Quam.

Ms. Shute explained the mission of the Human Services Department is to "provide quality services that focus on education, prevention, protection and personal empowerment through respect for, and in partnership with individuals, families and the community".

Ms. Shute described the five main service divisions of the Human Services Department. Those divisions are:

- Administrative Services - These services make up 5% of the total gross annual expenses.
- Behavioral Health Services - These services make up 15% of the total gross annual expenses. Most of the funding (67%) of these services are funded by County Tax Levy.
- Child Welfare Services - These services make up 22% of the total gross annual expenses. Most of the funding (69%) of these services are funded by County Tax Levy.
- Financial Assistance Services - These services make up 7% of the total gross annual expenses. All funding for these services, up to this point, have been from Federal and State dollars.
- Long Term Support Services - These services make up the largest portion or 51% of the total gross annual expenses. Most of the funding (72%) of these services are provided by Federal and State dollars.

Ms. Shute stated consumer groups receiving services are pre-defined by the State of Wisconsin and categorized as:

- Abused and Neglected Children
- Adults & Elderly
- Alcohol and Other Drug Abusers
- Children and Families
- Delinquent & Status Offenders
- Developmental Disabilities
- Mental Health
- Physical and Sensory Disabled
- Persons Transitional from Public Financial Assistance to the Workforce

Ms. Shute explained the \$49 million Human Services budget is divided into 65% contractual services, 26% county labor services and 9% operating and interfund services. Ms. Shute stated 268 employees deliver 28% of the Department's services. Administrative services and management staff have oversight responsibility for several hundred purchase of services contracts that represent 72% of the annual budget. Ms. Shute also provided the Board with detailed information on divisional expenses, program services and revenue sources.

Following the presentation, Ms. Shute stated the Human Services Board membership has changed from 12 to a current membership of 9. Other changes addressed by Ms. Shute involved personnel. Since becoming a Human Services Department, fulltime positions have decreased by six and part-time positions have increased by three.

Mark Quam addressed the budget for 2004. The Department of Human Services will again attempt a zero increase budget. There has been a change in autism services, which had previously been paid for by the State. This will now become a program operated by the County as a "Waiver Program". This should not have an impact on the budget.

Mr. Quam stated the Wisconsin Works Program has changed the most. This program has gone from not costing the County any tax dollars, to having funds reduced for 2004, as well as cuts are being made as recent as two weeks ago to the current 2003 budget. Although the inception of the Wisconsin Works Program has almost totally reduced the payment of AFDC checks, the total numbers on Food Stamps and Medical Assistance recipients have increased.

Mr. Quam explained large cuts in Wisconsin Works and Income Maintenance have left open discussions on whether to continue operation of the Wisconsin Works Program. The County is mandated to take care of the Income Maintenance Programs such as Food Stamps, Medical Assistance and Energy Assistance, but are not mandated to take care of the employment and training portion. However, with money from Wisconsin Works used to offset cost for Income Maintenance, it is not financially beneficial to the County to not operate Wisconsin Works.

In response to a question by Supervisor Sundquist, Mr. Quam stated approximately 14,000 people receive some form of assistance from the Human Services Department. Anyone interested in discussing the Human Services budget in further detail can contact Mr. Quam.

A copy of Ms. Shute's power point presentation is on file in the County Clerk's Office. Copies of the 2004 Budget can be seen in the Human Services Department as well as from each Human Services Board member.

At approximately 7:10 p.m., Chairman Maehl called for a recess. At approximately 7:20 p.m., Chairman Maehl reconvened the meeting.

**CATHERINE NEISWENDER, COMMUNITY RESOURCE DEVELOPMENT EDUCATOR  
REPORT ON PLAN FOR WRITTEN PROCEDURES FOR PUBLIC PARTICIPATION  
WINNEBAGO COUNTY COMPREHENSIVE PLAN PROCESS**

Catherine Neiswender, Community Resource Development Educator, UW-Extension Office, gave a presentation on the "Written Procedures for Public Participation in the Winnebago County Comprehensive Planning Process". The draft was prepared by the Winnebago County Comprehensive Planning Advisory Group with assistance from Ms. Neiswender; Jerry Bougie, Winnebago County Assistant Planning Director; Bert Stitt, Stitt Facilitations; and Communications Committee (Subcommittee of Planning Advisory Group).

Ms. Neiswender started her presentation with an explanation of what is public participation: "Any process that involves the public input to make better decisions". Ms. Neiswender explained public participation occurs along a spectrum ranging from inform, which is more passive, to collaborative, which is more active.

Wisconsin's new Smarth Growth and Comprehensive Planning law required public participation throughout the process per Wisconsin Statutes, Section 66.1001(4)(a) "The governing body of a local governmental unit shall adopt written procedures that are designed to foster public participation, including open discussion, communication programs, information services, and public meetings for which advance notice has been provided, in every stage of the preparation of a comprehensive plan. The written procedures shall provide for a wide distribution of proposed, alternative, or amended elements of a comprehensive plan and shall provide an opportunity for written comments on the plan to be submitted by members of the public to the governing body and for the governing body to respond to such written comments."

Ms. Neiswender gave an overview of recommendations from the subcommittee to the Planning Group:

1. Develop a progress report;
2. Add some key elements to the initial draft of the Public Participation Plan;
3. Enhance the Website ([www.uwex.edu./ces/cty/winnebago/wcplanning](http://www.uwex.edu./ces/cty/winnebago/wcplanning))
4. Develop/enhance relationship with media;
5. Develop comment process;
6. Utilize committee to help with public participation efforts;
7. Operationalize.

The following are steps developed by the Plan Adoption/Amendment Subcommittee of the Planning Advisory Group for the "Plan Review Adoption Process":

- Step 1. The PAG (Planning Advisory Group) will develop recommendation for the County Umbrella Plan with PDI (consulting group)
- Step 2. PAG will submit recommendation of the County Umbrella Plan to the County Planning & Zoning Committee.
- Step 3. PAG and the Planning & Zoning Committee will hold joint public hearings and workshops.
- Step 4. Representatives from PAG and the Planning & Zoning Committee will present the full Comprehensive Plan package to all governing bodies at a single meeting.
- Step 5. All local government agencies have 60 days after their next regularly scheduled meeting to respond in writing to the Planning & Zoning Committee. During the 60 days the local government should hold special public hearings.
- Step 6. The County Planning & Zoning Committee will consider comments and recommend changes per their judgement. They should submit changes to the PAG.
- Step 7. The Draft Plan, with recommended changes clearly identified, will be sent back to the local governments. The local governments will have 45 days to submit a yes or no vote in writing to the Planning & Zoning Committee.
- Step 8. The County Planning & Zoning Committee will schedule a public hearing on the recommended County Umbrella Plan after receipt of the local governments' decisions on accepting or not accepting the plan.
- Step 9. Following the public hearing, the County Planning & Zoning Committee will recommend approval of the final version of the County Umbrella Plan to the County Board.
- Step 10. The County Board will take action to adopt or not adopt the County Umbrella Plan.

Following the presentation, Supervisor Schaidler encouraged all supervisors to attend the October 9, 2003 meeting

of the Planning Advisory Group. This meeting will review, submit comments and changes to the preliminary Draft Plan to PDI. Supervisor Schaidler stated attendance at this meeting will assist supervisors in understanding the plan before it is brought to the Board for a vote.

A copy of the draft can be seen by contacting Jerry Bougie in the Planning Department, the UW Extension Office or on the website.

At approximately 7:55 p.m., a motion was made by Supervisor Robl and seconded to adjourn. Carried by voice vote.

The next regular meeting of the Board will be held on Tuesday, September 23, 2003.

Respectfully submitted,  
Patricia Rabe, Deputy  
Winnebago County Clerk

State of Wisconsin)  
County of Winnebago) ss

I, Patricia Rabe, do hereby certify that the foregoing is a true and correct copy of the Journal of the Winnebago County Board of Supervisors for their special orders meeting held September 2, 2003.

Patricia Rabe, Deputy  
Winnebago County Clerk