

OZAUKEE COUNTY POLICY AND PROCEDURE MANUAL

CHAPTER 2

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Executive Committee 2.02

2.02 EXECUTIVE COMMITTEE

- (1) The County Board Chairperson, County Board Vice Chairperson, County Board Second Vice Chairperson and three (3) additional members appointed by the County Board Chairperson as Standing Committee Chairpersons shall serve as the Executive Committee of the County Board and shall provide the leadership, vision, and purpose in concert with the Ozaukee County Mission Statement. (10-74)
- (a) In the event that a member of the Executive Committee is unable to attend a meeting, he or she may appoint an alternate from the Standing Committee of which they Chair.
- (b) The Chairperson of the Board may choose an alternate from the body at large.
- (2) The County Board Chairperson and Vice Chairperson shall serve as the chairperson and vice-chairperson, and act as voting members, of the Executive Committee
- (3) Serve as the oversight Committee of the County Administrator's Office
- (4) The Executive Committee shall exercise the following powers and duties: (10-74), (20-62)
 - (a) Review the sections of the Code of Ordinances, in addition to, the Policy and Procedure Manual not under the jurisdiction of another County Committee
 - (b) Introduce the various administrative type resolutions that are not the responsibility of another committee
 - (c) Communication linkage between Standing Committees
 - (d) Arbitrate between competing Standing Committee issues
 - (e) Set the agenda for the regular meeting held on the third Wednesday
 - (f) Review proposed state and local legislation concerning County government, and make recommendations thereon
 - (g) Following each federal decennial census of population, prepare a preliminary and a final County supervisory district plan for presentation to the County Board
 - (h) Interpret County mission and formulate broad objective
 - (i) Budgetary Responsibilities
 1. Review, amend, and approve the annual County budget as submitted by the County Administrator
 2. Submit the amended budget to the County Board for adoption
 3. Authorize the publication of County budget summary, and notice of public hearing per Sec. 65.90(3), Wis. Stats.
 - (j) Evaluate and make recommendations to the County Board on the issuance of new debt, refinancing existing debt, authorizing debt repayment
 - (k) Direct and guide collective bargaining process and approve all collective bargaining agreements
 1. Collective bargaining agreements shall not be considered for final approval by the Committee until a complete contract edited and signed by the union has been provided to the Human Resources Office.

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2. Implementation of the terms defining the wages, hours and conditions of employment defined by collective bargaining agreements requires approval of the County Board.
- (1) Revolving Loan Funds: Provide recommendations concerning the Revolving Loan Funds to the County Board and oversee the Community Development Block Grant Program for Economic Development.

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2.03 STANDING COMMITTEES OF THE COUNTY BOARD

- (1) General Powers and Duties:
 - (a) Oversight of County Departments: Oversight shall include but is not limited to the following:
 - 1. Interview up to three candidates suggested by the County Administrator for appointment to the position of Director, Department Head, Administrator, and/or Commissioner of the County Departments within their oversight. The Standing Committee shall recommend an appointee to the full County Board for confirmation within the salary guidelines set by the Finance Committee
 - 2. Monthly review of a department-wide budget summary for each of the County Departments within the Committee's oversight highlighting variances from the adopted budget
 - 3. Direct and guide policy and enforce accountability of the Departments within their oversight
 - 4. Approve all action items including but not limited to:
 - a. Departmental budgets
 - b. Departmental policies and procedures
 - c. Staffing levels and hours
 - d. New positions
 - e. Capital purchases greater than \$5,000
 - f. Fund transfers of \$10,000 or more and any transfer involving funds budgeted for conferences and meetings
 - g. Grant applications and acceptances
 - h. Review departmental fee schedules
 - i. Departmental name changes
 - 5. Authorize, review, and approve intergovernmental agreements and contracts as necessary or as otherwise authorized by law:
 - (b) Establish Ad Hoc and/or Study Groups: in keeping with the purposes and objectives of the Committee, to analyze committee policies or issues, and to encourage community involvement
 - (c) Setting Agendas:
 - 1. The Committee Chairperson and County Administrator shall set the agendas of the Standing Committees in consultation with Constitutional Officers of the County and Department Heads within their oversight
 - 2. The Office of the County Clerk shall administer the agendas and minutes for all standing Committees
 - (d) Standing Committees shall oversee all public work within their departmental oversight, including any contract for the construction, repair, remodeling or improvement of any public work or building (10-74)
 - 1. Public notices or bids for all public work shall be released and published per Sec. 59.52(29)(a), Wis. Stats.

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2. Approve all contracts and change orders:
 - a. Change orders up to \$5,000 require the approval of the Public Works Director.
 - b. Emergency change orders up to \$25,000 may be approved by the Public Works Director after consultation with Committee Chairperson and County Administrator and the appropriate Department Head.
 - c. Change orders over \$25,000 require approval of the Standing Committee.
 - d. All change orders must be reported to the Standing Committee at the meeting following their approval.
- (2) Finance Committee: (12-56)
 - (a) Serve as the oversight Committee for:
 1. Office of the County Clerk
 2. Office of the Treasurer
 3. Corporation Counsel
 4. Finance Department
 5. Human Resources Department
 6. Information Technology Department
 - (b) Accounting and Finance: (10-74)
 1. Approve wire transfers and wire transfer dispersals
 2. Approve transfers of funds between budgeted items of any individual County office or department of \$10,000 or more
 3. Review and recommend approval to the County Board all transfers from the general fund, per Sec. 65.90(5),(a), Wis. Stats.
 4. Review on a monthly basis the Treasurer's report on County investment activities per Sec. 59.62, Wis. Stats., and the County investment policy
 5. Act as the appeals body for persons challenging their certification by the County to the Wisconsin Tax Intercept Program
 6. Appraise and advertise lands acquired by tax deed or by in rem proceedings, per Sec. 75.14, Wis. Stats. The sale or holding of any lands acquired by tax deed or in rem proceedings requires approval of the full County Board
 - (c) Human Resources: (10-74), (17-58)
 1. Recommend to the County board salary and wage schedules for County employees
 2. Oversee and adjudicate:
 - a. Job evaluations, and appeals
 - b. Employee grievances, and appeals
 - c. Periodically review personnel regulations and employee manual

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3. The approval of Commendation Resolutions be at the sole discretion of the Finance Committee with the approval of the County Board of Supervisors by a majority vote.
- (d) Insurance: Approve staff recommendations regarding insuring adequately all Human Resources:
 1. County buildings, vehicles and other property against loss and/or damage by fire or other disaster
 2. Public liability insurance
 3. Bonds for elected and appointed officials
 4. Workers compensation coverage to County employees
 5. Group health, life and long-term disability or other employee related benefits
- (e) Audit and Claims Review:
 1. Review claims referred to Committee by County Board and make recommendations concerning payment of same.
 2. Review all claims for per diem, mileage, and expenses of County board members and Boards, Commissions, and Ad Hoc Groups
 3. Review the dog license fund
 4. Review County funds as necessary
 5. Review findings and results of annual external audit, recommend remedies, and submit to the County Board for approval
- (f) Information Technology: (12-56)
 1. Provide policy direction for County electronic information transfer systems including, but not limited to, radio, telephone, computer, facsimile and microwave
 2. Approve purchases of electronic transfer systems
 3. Develop, approve, and oversee the implementation of the 5-year technology plan for Ozaukee County
- (3) Public Works Committee: (10-74)
 - (a) Serve as the oversight Committee for:
 1. Facilities Department
 2. Highways Department
 3. Transit Department
 - (b) Facilities Maintenance:
 1. Authorize purchase of materials used for, and be responsible for all the County Administration Center, Justice Center, fairgrounds and Highway facilities construction, purchases, acquisitions, development, improvements, extensions, remodeling, renovation, repairs, and equipping same. Responsible for all building and property repairs, maintenance and construction
 2. Assign office and storage space in County facilities
 3. Lease office space per Sec. 59.52(6),(d), Wis. Stats.

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- (c) Highways:
 - 1. Designated as Highway Committee per Sec. 83.015, Wis. Stats.
 - 2. Make orders providing for the laying out, relocation and improvement of public highways, streets, alleys, storm and sanitary sewers, water courses or airports per Sec. 32.05(1), Wis. Stats.
 - 3. Enter into agreements with the State Department of Transportation providing for the construction, reconstruction, or improvement, with state or federal aid, of highways, streets, or bridges, which the County is authorized to construct, reconstruct, or improve, per Sec. 86.25(2), Wis. Stats.
 - 4. Make necessary arrangements for the maintenance and regulation of parking lots that are used as an integral part of the highway system of the County
- (d) Transit: Administer the county transit (bus), and shared ride taxi service program per Sec. 59.58(3), Wis. Stats.
- (e) Serve as joint liaison to the County Board, in conjunction with the Public Safety Committee, for Traffic Safety Commission per Sec. 83.013, Wis. Stats.
- (f) Serve as liaison between the County Board and the Eastern Wisconsin Railroad Consortium (08-7)
- (4) Health and Human Services Committee: (10-74)
 - (a) Serve as the oversight Committee for:
 - 1. Human Services, Aging Services, and Aging Disability Resource Center
 - 2. Lasata Senior Living Campus
 - 3. Public Health Department
 - 4. Veterans Services Department
 - (b) Public Health Functions:
 - 1. Provide the services of at least a Level 1 health department per Sec. 251.05(1),(a), Wis. Stats.
 - 2. Oversee the operations of the Public Health Department per Sec. 251.05(3), Wis. Stats.
 - 3. Coordinate or arrange for environmental health needs for the County per Sec. 254.015, Wis. Stats.
 - 4. Provide Maternal Child Health services per Sec. 253.02, Wis. Stats.
 - 5. Negotiate and execute such contracts for the provision or securing of resources as may be necessary to the development or maintenance of services
 - (c) Human Services Functions:
 - 1. Operate under Sec. 46.23, Wis. Stats.
 - 2. Adopt as its own the approved plans and budgets of department activities, which have been approved or accepted by the Wisconsin Department of Health and Family Services

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3. Review and approve a plan for the provision of Human Services per Sec. 46.23(3am), State Statutes
 4. Approve the recommendations of the Human Services Director and Health and Human Services Board for the provision of services per Sec. 46.23(6m), State Statutes regarding the following programs and services: (10-74)
 - a. Energy Assistance per Sec. 16.27, Wis. Stats.
 - b. The Long-term Support and Community Options Program per Sec. 46.27, Wis. Stats.
 - c. The Community Integration Program per Sec. 46.275, Wis. Stats.
 - d. The Family Support Program per Sec. 46.985, Wis. Stats.
 - e. Child Abuse and Neglect per Sec. 46.51, 48.02, and 48.981, Wis. Stats.
 - f. Juvenile Justice per Sec. 48.08 and 938.08, Wis. Stats.
 - g. Child Welfare per Sec. 48.57, Wis. Stats.
 - h. Foster Care and Foster Care Aids per Sec. 48.67 and 46.261, Wis. Stats.
 - i. Community Youth and Family Aids per Sec. 48.985(3), Wis. Stats.
 - j. Public Assistance Programming per Chapter 49, Wis. Stats.
 - k. Wisconsin Works per Sec. 49.141, Wis. Stats.
 - l. Alcohol and Other Drugs and Community Support Program per Chapter 51, Wis. Stats.
 - m. Mental Health Block Grant per Sec. 51.02(1),(b), Wis. Stats.
 - n. Developmental Disability services and programming per Sec. 51.437, Wis. Stats.
 - o. Birth to Three Program
 - p. Collaborative and cooperative services with public health and other groups for programs of prevention, evaluation and diagnostic services
 - q. Intoxicated Driver Program
 - r. Safe and Stable Families Program
 - s. Inpatient and outpatient care and treatment, residential facilities, partial hospitalization, pre-care, aftercare, emergency care, rehabilitation services and supportive transitional services
 - t. Other programs, services, and grants administered by the Human Services Department
 - u. Review and approve the Commission on Aging/Aging Disability Resource Center Board recommended County aging plan for programs for older people
 - v. Oversee the operation of the Lasata Senior Living Campus
 5. Serve as liaison to the County Board, for Health and Human Services Board per Sec. 46.23(5m), Wis. Stats. (10-74)
 6. Serve as liaison to the County Board for, Commission/Aging and Aging Disability Resource Center Board per Sec. 46.82, Wis. Stats. (10-74)
 7. Serve as liaison to the County Board for, Veteran's Commission per Sec. 45.12, Wis. Stats. (10-74)
- (5) Natural Resources Committee:

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- (a) Serve as the oversight Committee for: (10-74)
 - 1. Office of the Register of Deeds
 - 2. Land Information Office
 - 3. Land and Water Management Department
 - 4. Planning and Parks Department
 - 5. University Extension Departments
- (b) Agricultural and Extension:
 - 1. Designated as the Agricultural and Extension Committee per Sec. 59.56(3), Wis. Stats.
 - 2. Keep informed as to requirements for recycling and possible County involvement
 - 3. Serve as liaison between the County Board and the County Agricultural Society (08-7)
- (c) Land Conservation and Zoning: (10-74)
 - 1. The Committee shall carry out the duties per Chapter 92 , Wis. Stats.:
 - a. Establish Soil & Water Conservation Standards and guidelines for the administration of the guidelines
 - b. Oversee conservation standards for the Farmland Preservation Program
 - c. Oversee implementation and compliance with Targeted Runoff (DNR Rule NR 151), and Solid and Water Resource Management Program (ATCP 50.)
 - d. Develop comprehensive long-range and annual plans for the development, use, conservation and management of soil, water and related resources, to be submitted to the County Board and the State Department of Agriculture, Trade and Consumer Protection
 - e. Administer Manure Storage Facility Ordinance
 - 2. The Committee shall carry out the duties assigned under Sec. 59.69, of Wis. Stats., including but not limited to: (08-44)
 - 3. Maintain a Shoreland Protection and Floodplain Zoning Ordinance
 - 4. The Committee shall carry out the duties assigned under Sec. 295.13, of Wis. Stats. to administer the Non-Metallic Mining Reclamation Ordinance for Ozaukee County
 - 5. The Committee shall carry out the duties assigned under Sec. 59.70, of Wis. Stats. to administer the Sanitation Ordinance for Ozaukee County
 - 6. The Committee shall examine and review for approval land divisions and plats of subdivision on behalf of the County per Wis. Stats. 236.10 and NR115
- (d) Parks, Planning, Layout, Construction, Improvements, Maintenance, Governance, Management, Operations: Oversight of parks layout, improvement, maintenance, governance, management operations, acquisition and disposition, and construction of all County Parks, open spaces, preserves, natural areas, trails, County golf courses, and other County parkland per Sec. 27.04(1), 27.04(2), 27.05(1), 59.69(9), Wis. Stats.
 - 1. Parks and Natural Areas Acquisition and Disposition:

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- a. Review, evaluate and recommend to the County Board the acquisition and/or disposition of lands for the County parks, natural areas, open space or other recreational public use per Sec. 27.05(2), 27.05(3), 27.05(4), 27.06 and 27.065, Wis. Stats.
- b. This section shall not apply to any property or lands acquired or disposed of by the Public Works Committee through actions taken as the County Highway Committee per Sec. 83.015, Wis Stats.
2. Serve as liaison to County Board for the Board of Adjustment, required per Sec. 59.694, Wis. Stats.
- (6) Public Safety Committee
 - (a) Serve as the oversight Committee for: (10-74)
 1. Office of the Clerk of Courts
 2. Office of the District Attorney
 3. Office of the Sheriff and Emergency Management Division
 4. Office of the Coroner
 - (b) Emergency Management (18-64)
 1. Review and approve as necessary emergency management plans for the County consistent with the state plan of emergency management and assist in the review and approval of municipal emergency management plans and integration of such plans with the County plan
 2. Oversee activities of County Emergency Management Director per Chapter 323, of Wis. Stats.
 - (c) Law Enforcement: Oversee Sheriff's Department personnel matters as required by County ordinance or Wis. Stats.
 - (d) Serve as the liaison to the County Board for the Local Emergency Planning Committee per Sec. 59.54(8), and 166.20, Wis. Stats.
 - (e) Serve as joint liaison to the County Board, with Public Works Committee to Traffic Safety Committee
- (7) Term Limits (16-62)
 - (a) Supervisor Term Limits on Standing Committees
 1. No County Board Supervisor shall serve more than four (4) consecutive terms on a Standing Committee.
 2. Only full two-year terms shall be counted for the purposes of calculating term limits.
 3. The calculation of Standing Committee term limits shall be calculated retroactively to the creation of the current committees per the County Board Reorganization implemented on April 6, 2005.
 - (b) Term Limits on Standing Committee Chairpersons
 1. No County Board Supervisor shall serve more than three (3) consecutive terms as the Chairperson of a Standing Committee.
 2. Only full two-year terms shall be counted for the purposes of calculating term limits.

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- (8) Virtual Attendance at Standing Committee Meetings. (20-35), (20-37)
- (a) The Committee Chairperson may allow County Board Supervisors to attend standing committee meetings by teleconference when necessary to obtain quorum.
- (b) Access to Standing Committee Meetings.
 - 1. When permission to attend a standing committee meeting by teleconference is granted, a phone number and unique access code will be provided to the County Board Supervisors attending telephonically.
 - 2. The information will be provided via email to County Board Supervisors through their County Board email address.
 - 3. County Board Supervisors shall connect to teleconferences five minutes prior to the start time of the standing committee meetings to ensure access.
 - 4. County Board Supervisors shall enter standing committee meetings on mute and unmute when addressing the committee to lessen disruptions.

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Boards and Commissions 2.04

2.04 BOARDS AND COMMISSIONS

- (1) Board of Adjustment:
 - (a) Composition: The Board of Adjustment shall consist of no less than three and no more than five members, any number of which may be members of the County Board. All shall reside in the unincorporated area of the County and no two members shall reside in the same town.
 - (b) Powers and Duties:
 - 1. Its powers and duties shall be in accordance with 59.694(7), and County Ordinance.
 - 2. It shall hear and decide applications for special exception permits pursuant to Section 7.105 of the Ozaukee County Code of Ordinances
 - 3. It may grant a variance from the dimensional standards of this ordinance pursuant to Section 7.106 of the Ozaukee County Code of Ordinances
 - 4. It shall hear and decide appeals where it is alleged there is error in any order, requirements, decision or determination made by an administrative official in the enforcement or administration of this ordinance per Sec. 59.694(7),(a), and 59.694(8), Wis. Stats.
 - (c) Oversight: The Board of Adjustment's oversight shall be the Natural Resources Committee of the County Board
- (2) County Aging and Disability Resource Center Board: (10-74)
 - (a) Composition: The Aging and Disability Resource Center Board shall be comprised of up to ten members to be appointed by the County Administrator, subject to confirmation by the County Board per 46.283(6) Wis.Stats.:
 - 1. A member of the County Health and Human Services Committee (County Board Member)
 - 2. Five citizen representatives age 60+ of recognized ability and demonstrated interest in services for older individuals
 - 3. One citizen representative of recognized ability and demonstrated interest in services for Physically Disabled adults
 - 4. Two citizen representatives of recognized ability and demonstrated interest in services for Developmentally Disabled adults
 - 5. Older individuals shall constitute at least 50% of the membership of the advisory committee
 - 6. The non-elected citizen members of the Aging & Disability Resource Center Board may serve staggered terms of three years to take effect on September 30. Members may serve no more than two consecutive three-year terms.
 - (b) Powers and Duties:
 - 1. The purpose of the Aging and Disability Resource Center Board shall be to act to improve the quality of life for the older adults and adults with disabilities of Ozaukee County
 - 2. The Aging and Disability Resource Center Board shall plan and develop administrative and program policies, in accordance with state law and within limits established by the Department of Health and Family Services, if any, for programs in the County per Sec. 46.82(4),(d), Wis.Stats.

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- (c) Reporting: The County Aging and Disability Resource Center Board shall report to the Human Services Committee of the County Board
- (3) County Traffic Safety Commission: (19-9)
 - (a) Composition: The County Traffic Safety Commission Shall be comprised of the following members:
 - 1. A member of the County Public Works Committee
 - 2. A member of the County Public Safety Committee
 - 3. The County Highway Commissioner or a designated representative
 - 4. The Chief County Traffic Law Enforcement Officer or a designated representative
 - 5. A representative of the legal profession
 - 6. A municipal police chief or a designated representative
 - 7. A medical representative
 - 8. An education representative
 - 9. Three representatives involved in law enforcement, highways and highway safety designated by the State Secretary of Transportation
 - (b) Powers and Duties: The Commission shall operate per Sec. 83.013, Wis. Stats., and has the following responsibilities and duties:
 - 1. Review traffic crash data from the County crash reports, spot maps, computer printouts, or other means
 - 2. Review other traffic safety-related matters
 - 3. Designation of a person to prepare and maintain a spot map showing the locations of traffic crashes on County and town roads and on city and village streets if the population of the city or village is less than 5,000. Traffic crash data received from cities and villages with a population of 5,000 or more shall also be maintained
 - 4. Direct recommendations for any corrective actions and other Commission matters to appropriate governmental officials
 - 5. Address the Highway Safety guidelines which involve local government
 - 6. Develop procedures for periodic review of highway safety programs
 - 7. Conduct an objective annual review and evaluation of remedial actions taken
 - 8. Recommend speed limit changes on the County Trunk Highway System to the County Board based on an engineering and traffic investigation per Sec. 349.11(1),(a), Wis. Stats., and to also make recommendations regarding the designation of through highways at the intersection of any 2 County trunk highways
 - 9. The Commission may establish special study groups/subcommittees necessary to meeting its responsibilities as outlined in this ordinance
- (c) Reporting: The County Traffic Safety Commission shall report to the Public Safety and Public Works Committees of the County Board

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(4) Human Services Board: (16-10)

- (a) Composition:** The Human Services Board shall be composed of eight persons of recognized ability and demonstrated interest in human services.
 - 1. Five members shall be the County Board members comprising the Health and Human Services Committee.
 - 2. One member shall be an individual who receives, or has received, human services or shall be a family member of such an individual per s. 46.23(4)(a)1., Wis. Stats.
 - 3. Two members shall be either consumers of services or citizens-at-large per s. 46.23(4)(a)1., Wis. Stats.
 - 4. Members of the Human Services Board shall serve for terms of three years, so arranged that as nearly as practicable, the terms of one-third of the members shall expire each year per s. 46.23(4)(c), Wis. Stats.
 - (b) Powers and Duties:**
 - 1. Appoint committees consisting of county residents to advise the Human Services Board as it deems necessary per s. 46.23(5m)(a), Wis. Stats.
 - 2. Recommend program priorities and policies, identify unmet service needs and prepare short-term and long-term plans and budgets for meeting such priorities and needs per s. 46.23(5m)(b), Wis. Stats.
 - 3. Prepare, with the assistance of the Human Services Director, a proposed budget for submission to the County Administrator, a final budget for submission to the Department of Health Services in accordance with s. 46.031(1) for authorized services, except services under ch. 48 and subch. III of ch. 49, Wis. Stats., and juvenile delinquency-related services, a final budget for submission to the Department of Children and Families in accordance with s. 49.325 for authorized services under ch. 48 and subch. III of ch. 49, and a final budget for submission to the Department of Corrections in accordance with s. 301.031 for authorized juvenile delinquency-related services per s. 46.23(5m)(c), Wis. Stats.
 - 4. Advise the Human Services Director regarding purchasing and providing services and the selection of purchase of service vendors, and make recommendations to the County Administrator regarding modifications in such purchasing, providing, and selection per s. 46.23(5m)(d), Wis. Stats.
 - 5. Develop Human Services Board operating procedures per s. 46.23(5m)(e), Wis. Stats.
 - 6. Comply with state requirements per s. 46.23(5m)(f), Wis. Stats.
 - 7. Assist in arranging cooperative working agreements with persons providing health, education, vocational or welfare services related to services provided under this section per s. 46.23(5m)(g), Wis. Stats.
 - (c) Reporting:** The Human Services Board shall report to the Health and Human Services Committee of the County Board
- (5) Local Emergency Planning Committee:**
- (a) Composition:** The Local Emergency Planning Committee shall be comprised of up to 15 members including:

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1. A Member of the Public Safety Committee
2. Representatives of the following:
 - a. State and Local Elected Officials
 - b. Emergency Response Organizations
 - c. Media
 - d. Community Groups
 - e. Representatives of facilities concerned with hazardous chemicals confirmed by the County Board in each even numbered year.
- (b) Powers and Duties: The Commission shall operate per Sec. 59.54(8), and 166.20, Wis. Stats. and shall carry out the requirements of 42 USC 11000 to 11050 and the duties listed in Sec. 166.20 and 166.21, Wis. Stats.
- (c) Reporting: The Local Emergency Planning Commission shall report to the Public Safety Committee of the County Board
- (6) Veterans Service Commission:
 - (a) Composition: The Veterans Service Commission shall be comprised of three veterans who are residents of the County, appointed by the County Board Chairperson, for three-year staggered terms per Sec. 45.81(1), Wis. Stats.
 - (b) Powers and Duties:
 1. Estimate the probable amount of County tax required to be levied for providing aid to needy veterans
 2. Meet periodically to furnish aid to needy veterans whose right to such aid has been established
 - (c) Reporting: The Veterans Service Commission shall report to the Human Services Committee of the County Board.
- (7) Comprehensive Planning Board: (10-74)
 - (a) Designated as the Planning Committee per Sec. 59.69(2), Wisconsin State Statutes. (Comprehensive Plan, Farmland Preservation Plan, and Park and Open Space Plan): Operate under Section 66.1001, Chapter 71 and 91, Chapter 27 and Section 59.56(9) of the Wisconsin State Statutes).
 - (b) Composition: Shall be comprised of five (5) members and one (1) alternate selected from the County Board of Supervisors and appointed by the Chairperson of the County Board. The Comprehensive Planning Board shall be confirmed by the County Board in each even numbered year. Members shall serve 2-year terms starting and ending in April of the even numbered years.
 - (c) Powers and Duties:
 1. Shall have the following authorities:
 - a. Authorized under Section 66.1001 (4)(b) of the Wisconsin State Statutes to prepare, amend and implement a comprehensive plan for Ozaukee County
 - b. Authorized under Chapter 71 and 91 of the Wisconsin State Statutes to prepare, amend and implement a farmland preservation plan for Ozaukee County

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- c. Authorized under Chapter 27 and Section 27.04(1) and (2) and Section 59.56 (9) of the Wisconsin State Statutes to prepare, amend and implement a park and open space plan for Ozaukee County.
 2. Shall recommend the adoption, amendment, and/or implementation of a comprehensive, farmland preservation and/or park and open space plan for Ozaukee County to the County Board of Supervisors by adopting a resolution by a majority vote of the entire Board. Resolutions shall refer to maps and other descriptive materials that relate to one or more elements of a comprehensive, farmland preservation and/or park and open space plan.
 3. Shall receive from, consider and provide written comments to the Comprehensive Planning Citizen Advisory Committee, Land Preservation Board, Farmland Preservation Planning Citizen Advisory Committee and/or other Citizen Advisory Committees/Boards/Commissions on components, elements or the entire comprehensive, farmland preservation and/or park and open space plan for Ozaukee County.
 4. Shall approve all nominated appointments to the Comprehensive Planning and/or Farmland Preservation Planning and/or Park and Open Space Planning Citizen Advisory Committees comprised of the following: one representative (elected official or staff) from each local unit of government within Ozaukee County, 10-16 citizen/business representatives, a Southeastern Wisconsin Regional Planning Commission (SEWRPC) representative(s) and as deemed necessary a representative from the adjoining local units of government to Ozaukee County.
 5. Serve as the oversight committee/board for the Planning and Parks Department as it relates to the comprehensive, farmland preservation and/or park and open space plan for Ozaukee County.
 6. Shall consider all adoption, amendment or implementation matters regarding the comprehensive, farmland preservation and/or park and open space plan for Ozaukee County.
 7. Shall review and make written recommendations to the County Board of Supervisors on any changes to the Code of Ordinances as required by the creation, development or implementation of the Comprehensive Plan for Ozaukee County.
 8. Shall approve all contractual agreements undertaken as part of developing or implementing a comprehensive, farmland preservation and/or park and open space plan for Ozaukee County.
- (d) Reporting/Oversight: The Comprehensive Planning Board shall report directly to the County Board of Supervisors
- (8) Land Preservation Board: (10-74), (15-14)
- (a) Composition and Terms of Appointment:
1. Land Preservation Board shall consist of a minimum of seven members (as identified in a-f below) and a maximum of eleven members appointed by the County Administrator and confirmed by the County Board:
 - a. One (1) member from the Natural Resources Committee
 - b. One (1) member from the Comprehensive Planning Board
 - c. One (1) at-large member from the Ozaukee County Board of Supervisors
 - d. One (1) member from the Ozaukee Washington Land Trust
 - e. One (1) resident citizen member with business/development/real estate expertise

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- f. Two (2) resident citizen members of Ozaukee County actively engaged in agriculture
 - g. Two (2) members from Ozaukee County residents
 - h. Two (2) at-large citizen representatives
- 2. Terms shall be three (3) years for elected officials and four (4) years for citizen members.
- (b) Powers and Duties:
 - 1. The Land Preservation Board shall draft and present a Land Preservation Plan to the Ozaukee County Board of Supervisors for endorsement.
 - 2. Land Preservation Board shall implement the recommendations included in the Land Preservation Plan.
- (c) Oversight: Land Preservation Board shall report to the Natural Resources Committee and Comprehensive Planning Board.
- (9) Joint Board of Health: (16-10)
- (a) Composition: In accordance with the Multiple County Health Department Agreement for Ozaukee and Washington Counties creating the Washington Ozaukee Public Health Department, the Joint Board of Health shall be composed of nine persons that reflect the diversity of Ozaukee and Washington counties and who demonstrate an interest or competence in the field of public or community health.
 - 1. Five board members shall be appointed by Washington County and four board members by Ozaukee County.
 - 2. Two of the members appointed by Washington County and two of the members appointed by Ozaukee County shall not be elected officials or employees of Ozaukee or Washington counties.
 - 3. A good faith effort shall be made to appoint a registered nurse, a physician, and a medical advisor when appointing members who are not elected officials and not employees of Ozaukee or Washington counties.
 - 4. Members of the Joint Board of Health shall serve for terms of three years, so arranged so that terms of one-third of the members shall expire each year.
- (b) Powers and Duties:
 - 1. Assure the enforcement of state public health statutes and public health rules of the Department for a Level I local health department. The Board may contract or subcontract with a public or private entity to provide public health services. Any contractor's staff shall meet the appropriate qualifications for positions in a Level I health department per s. 251.04(1), Wis. Stats.
 - 2. Assure that the Washington Ozaukee Public Health Department shall at all times meet the standards of a Level I, II or III health department per s. 251.04(2), Wis. Stats.
 - 3. Adopt regulations for its own guidance and for the governance of the Washington Ozaukee Public Health Department, that are no less stringent and not in conflict with state statutes and rules for the state Department of Health Services, that it considers necessary to protect and improve public health per s. 251.04(3), Wis. Stats.
 - 4. Report to the state Department of Health as required per s. 251.04(4), Wis. Stats.

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5. Meet at least quarterly per s. 251.04(5), Wis. Stats.
 6. Assess public health needs and advocate for the provision of reasonable and necessary public health services. Develop policy and provide leadership that fosters local involvement and commitment, emphasizes public health needs and advocates for equitable distribution of public health resources and complementary private activities commensurate with public health needs per 251.04(6), Wis. Stats.
 7. Assure measures are taken to provide an environment in which individuals can be healthy per s. 251.04(7), Wis. Stats.
 8. Employ qualified public health professionals, including a public health nurse to conduct general public health nursing programs under the direction of the Joint Board of Health and in cooperation with the state Department of Health Services per s. 251.04(8), Wis. Stats.
 9. Employ, at its option, one or more sanitarians to conduct environmental programs and other public health programs not specifically designated by statute as functions of the public health nurse and coordinate the activities of any sanitarian employed by the governing bodies of Washington and Ozaukee counties per s. 251.04(8), Wis. Stats.
 10. Prepare a budget of the proposed expenditures of the Washington Ozaukee Public Health Department for the ensuing fiscal year and determine the proportionate cost to each participating county on a per capita basis and submit a certified copy of the budget, which includes a statement of the amount required from each county, to the County Board of each participating county for determination of an appropriation per s. 251.11(1), Wis. Stats.
 11. Determine the compensation for the employees of the Washington Ozaukee Public Health Department per s. 251.11(2), Wis. Stats.
 12. Serve as the quasi-judicial body for appeals of enforcement action taken under the Food Safety Recreational Licensing program.
- (c) Reporting: The Joint Board of Health shall report to the Health and Human Services Committee of the County Board
- (10) County Energy Action Commission: (19-15)
- (a) Composition: The Energy Action Commission shall be comprised of:
1. Natural Resources Committee member
 2. Public Works Committee member
 3. Administration Center Building Superintendent
 4. Justice Center Building Superintendent
 5. Finance Director or designee
 6. Public Works Director or designee
 7. Land & Water Management Director or designee
 8. Lasata Senior Living Campus Maintenance Supervisor
 9. Planning & Parks Director or designee
 10. Transit Superintendent
 11. UW Extension Director or designee

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12. Up to (3) Community members with expertise in energy issues appointed by the County Administrator
- (b) Powers and Duties
 1. Assess historical and current energy use associated with county government operations
 2. Evaluate and recommend energy goals, practices, and policies
 3. Develop a plan of action with prioritized projects and funding recommendations to implement energy-related projects and initiatives
- (c) Reporting: The County Energy Action Commission shall report to the Public Works Committee of the County Board.