

**AMENDING CHAPTERS 7 AND 9 OF THE DANE COUNTY CODE OF
ORDINANCES, REVISING THE COUNTY BOARD RULES
AND ETHICS CODE**

ARTICLE 1. Unless otherwise expressly stated herein, all references to section and chapter numbers are to those of the Dane County Code of Ordinances.

7.001 DEFINITIONS.

(12) *Inspirational message* means a brief message delivered by a designated member of the County Board intended to inspire fellow board members. Such a message could be, but is not limited to, a prayer, written passage, poem, quotation, or song.

7.03 DUTIES OF THE CHAIRPERSON.

ARTICLE 4. Section 7.13(1) is amended to read as follows:

7.13 THE EXECUTIVE COMMITTEE.

(1) Act as the budgetary and policy oversight committee for supervisory committee for the county board office and policy oversight committee for the Tamara D. Grigsby Dane County Civil Rights Department, and the offices of the county board, as the budgetary and policy oversight committee for the offices of ~~the~~ county clerk, and county executive, including all divisions in the county executive's office.

~~(5) Conduct reviews of and make recommendations on county board functioning and board support staff. Performance reviews of county board staff members will be presented annually in closed session to the executive committee at a date and time determined two weeks in advance by the committee.~~

Page 1 of 3
26-7[county board rules v 4.]041026:DRG/CAP:LF:M4

47 **7.22 SCHEDULING, NOTICE AND CONDUCT OF MEETINGS.**

48 **(4)** The board and committees may conduct public meetings in the following
49 formats:

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51 **(b)** Virtual – all members and the public attend via teleconferencing, video
52 conferencing, or web conferencing without meeting at a physical location.
53 Exclusively virtual meetings shall not be scheduled unless inclement weather,
54 public health emergency, natural disaster, or other emergency prevents an in-
55 person or hybrid meeting from being held safely. Based upon the recommendation
56 of the Emergency Management Department, this determination shall be made by
57 the County Board Chair for the Board and all standing committees, and the chair
58 of all other boards, commissions, or other committees subject to this chapter.
59 Virtual meetings require at least a 24-hour notice and reasonable access to the
60 public in conformance with the Wisconsin Open Meetings Law. If, for good cause,
61 a 24-hour notice is impossible or impractical, notice of a virtual meeting must be
62 given at least two hours in advance of the meeting.
63

64 **(c)** Hybrid – simultaneously held in-person and virtually. Hybrid meetings shall
65 be held at a physical location open to the public, ~~and a minimum of one board or~~
66 ~~The committee~~ member chairing the meeting shall be physically present for the
67 entire meeting. The Board Chair acting as an ex-officio member pursuant to s.
68 7.03(6) may serve as the member physically present for the meeting.
69

70 ARTICLE 7. Section 7.22(5)(e & f) are created to read as follows:

71 **(e)** If a member attends a meeting virtually, their camera shall be turned on to
72 the extent possible.

73 **(f)** A member may not use generative artificial intelligence technology such as
74 automated meeting assistants or note takers in conjunction with any meeting the
75 member does not attend either in person or virtually.
76

77 ARTICLE 8. Section 7.60(4) is created to read as follows:

78 **7.60 COUNTY BOARD AGENDA.**

79 **(4)** The agenda shall include an item related to disclosures and abstentions under
80 the Ethics Code, s. 9.38.
81

82 ARTICLE 9. Section 7.61(1)B. is amended to read as follows:

83 **7.61 COUNTY BOARD AGENDA; ORDER OF BUSINESS.**

84 B. Special Matters and Announcements.

85 1. Memorial resolutions, proclamations and special presentations (limited to
86 ten minutes)

87 (a) Special Matter resolutions, proclamations and special presentations
88 may only be sponsored ~~or~~ and scheduled by the County Board Chair

89 2. Appearances by the county executive

90 3. Announcements (limited to two minutes and to the announcement of a
91 coming event or the introduction of an item)

92 4. Disclosures and abstentions

93 4.5. Public hearings

94
95 ARTICLE 10. Section 7.61(2) is amended to read as follows:

96 **(2)** The order of business for county board consideration of the annual budget
97 shall be as follows:

98 A. Roll Call

99 1. Inspirational message (limited to three minutes)

100 2. Pledge of allegiance

101 3. Disclosures and abstentions

102 B. Operating Budget Resolution

103 C. Capital Budget Resolution

104 D. Ordinance Amendments Creating or Changing Fees

105 E. Resolution Setting the Tax Levy

106 F. Such Other Business As The County Board Is Authorized To Conduct By Law

107 G. Adjournment

108
109 ARTICLE 11. Section 7.62(5) is amended to read as follows:

110 **7.62 COUNTY BOARD MEETINGS; CONDUCT.**

111 **(5)** When any supervisor is about to offer a motion, to speak in debate or lay any
112 matter before the county board, they will ~~rise and~~ address the chairperson in a
113 respectful manner.

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115 ARTICLE 12. Section 9.38 is amended to read as follows:

116 **9.38 CONDUCT REGULATED; DISCLOSURE AND ABSTENTION BY**
117 **COUNTY OFFICIALS. (1)** A county official ~~or employee~~ who has or whose

118 immediate family member has a substantial financial or personal interest in a
119 matter pending before the body of which ~~he or she is~~ they are a member shall
120 disclose the nature of the interest. The disclosure shall be made on the record
121 before the body or, if there is no formal record, in writing to the body.

122 (2) The A county official ~~or employee~~ shall abstain from discussing, deliberating
123 and voting on the matter under consideration ~~not participate in any vote in which~~
124 ~~he or she if they~~ or an immediate family member has a substantial financial or
125 personal interest to the extent that such interest conflicts or appears to conflict with
126 their official duties or would impair or reasonably be expected to impair their
127 independence of judgment or actions.

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131 *[EXPLANATION: This amendment revises the county board rules and ethics code.]*