

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

The County Board of Supervisors of the County of Dane does ordain as follows:

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

ARTICLE 2. Section 7.001 is amended to read as follows:

7.001 DEFINITIONS.

(1) Generative artificial intelligence technology means any software that creates content by simulating human learning, comprehension, problem solving, decision making, creativity and autonomy.

~~(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.

ARTICLE 3. Section 7.03(8) is created to read as follows:

7.03 DUTIES OF THE CHAIRPERSON.

(8) The chairperson shall provide administrative oversight of the county board office, including, but not limited to, oversight of board office operations and personnel, and develop and authorize the annual board office departmental budget request.

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.

ARTICLE 5. Section 7.13(5) is rescinded:

~~(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.~~

ARTICLE 6. Section 7.22(4)(c) is amended to read as follows:

7.22 SCHEDULING, NOTICE AND CONDUCT OF MEETINGS.

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

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

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

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

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

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

7.22 COUNTY BOARD AGENDA.

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

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

7.61 COUNTY BOARD AGENDA; ORDER OF BUSINESS.

B. Special Matters and Announcements.

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

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

2. Appearances by the county executive

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

4. Disclosures and abstentions

4.5. Public hearings

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

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

A. Roll Call

1. Inspirational message (limited to three minutes)

2. Pledge of allegiance

3. Disclosures and abstentions

B. Operating Budget Resolution

C. Capital Budget Resolution

D. Ordinance Amendments Creating or Changing Fees

E. Resolution Setting the Tax Levy

- 93 F. Such Other Business As The County Board Is Authorized To Conduct By
94 Law
95 G. Adjournment

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

98 **7.62 COUNTY BOARD MEETINGS; CONDUCT.**

99 **(5)** When any supervisor is about to offer a motion, to speak in debate or lay any
100 matter before the county board, they will ~~rise and~~ address the chairperson in a
101 respectful manner.
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103 ARTICLE 12. Section 9.38 is amended to read as follows:

104 **9.38 CONDUCT REGULATED; DISCLOSURE AND ABSTENTION BY**
105 **COUNTY OFFICIALS. (1)** A county official ~~or employee~~ who has or whose

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

110 **(2)** ~~The~~ A county official ~~or employee~~ shall abstain from discussing, deliberating
111 and voting on the matter under consideration ~~not participate in any vote in which~~
112 ~~he or she if they~~ or an immediate family member has a substantial financial or
113 personal interest to the extent that such interest conflicts or appears to conflict
114 with their official duties or would impair or reasonably be expected to impair their
115 independence of judgment or actions.
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119 *[EXPLANATION: This amendment revises the county board rules and ethics code.]*