



# OFFICE OF THE CORPORATION COUNSEL

DATE: September 10, 2018

TO: Supervisors of the Dane County Board

FROM: Marcia A. MacKenzie, Corporation Counsel

CC: Supervisor Paul Rusk, Chairman of PP&J

RE: 2018-2019 Equity & Sustainability Initiative Update

**Corporation Counsel**

Marcia MacKenzie

**Deputy Corporation Counsel**

Carlos A. Pabellón

**Assistant Corporation Counsels**

David R. Gault  
Dyann L. Hafner  
Mary M. Kasperek  
Signé Mbainai  
Kelly S. Nesvacil  
Susan H. Rauti

**Permanency Planning****Legal Director**

Eve M. Dorman

**Assistant Corporation Counsels**

Shawna L. Guinn  
Andra L. Nollendorfs  
Amanda J. Ramaker  
John C. Talis

**Child Support Agency****Legal Director**

Vue Yang

**Assistant Corporation Counsels**

Clare Altschuler  
Andrea Brendemuehl  
Scott D. Drummond  
Gary Gomez  
Jane A. Jacobs  
Dawn M. Peters  
Michelle R. Wagner

---

Thank you for the opportunity to present the Office of the Corporation Counsel's accomplishments in the areas of equity and sustainability. I am very proud of my department's progress on both of these fronts, and am looking forward to continuing our momentum in the following year.

**Equity Initiatives**

Last year, I proudly touted the high percentage of female and racially diverse employees that are part of my department. I also explained that our success in recruiting and retaining employees from diverse backgrounds was attributable to my strong belief that an office environment should be governed by family-friendly workplace policies and a collegial inclusive atmosphere.

I am happy to report my department remains as successful in recruiting and retaining diverse employees as in years past. One of the biggest accomplishments of the past year has been not only the recruitment and retention of our employees, but our success in recruiting diverse candidates for three high-level management positions. In terms of both gender and racial equity, the Office of the Corporation Counsel now reflects the type of commitment to inclusion that Dane County is working towards.

As we move forward into the new year, I would ask for the Board's continued guidance in promoting diversity and inclusion in the County's recruitment practices.

## **Sustainability**

Included in my department's sustainable operations plan was a major initiative: converting over 40,000 paper files from our Child Support Agency into electronic format, developing and implementing new paper-free processes and training staff on these new processes. Although the initiative took longer than any of us expected, I am pleased to report that the Child Support Agency has been officially "paper-free" since the fall of 2017.

The benefits that my department obtained through our successful initiative are straightforward. We saved precious county resources by reducing our need for paper. We also reduced the amount of waste we produce which supports our environment. Finally, our initiative has allowed us to work towards converting an area that we had been using to store our files into much needed office space.

Over the next year, the Office of Corporation Counsel will move forward on the next phase of its "paper-free" initiative by evaluating how it can convert the paper files of its other two divisions. Although these divisions have made great strides on reducing the need for paper file storage by implementing a central electronic case management system, new processes need to be developed that will allow my staff the ability to rely solely on the electronic files. With the Wisconsin Court System's electronic filing becoming mandatory for the remainder of our cases, it is essential that my department adapt to this new technology in a timely fashion. I am certain that your continued strong support of our budget initiatives will ensure that we will be able to meet this challenge.

Thank you.