

# Dane County Contract Cover Sheet

Revised 01/2024

**Res 040  
significant**

Dept./Division	Administration		
Vendor Name	Colleen Clark Bernhardt	MUNIS #	21009
Brief Contract Title/Description	Employment Services Agreement		
Contract Term	indefinite		
Contract Amount	\$163,500+		

Contract # Admin will assign	15520
Type of Contract	
<input checked="" type="checkbox"/>	Dane County Contract
<input type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Michelle Goldade	Name	
Phone #		Phone #	
Email		Email	
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$13,000 or under – Best Judgment (1 quote required)	
	<input type="checkbox"/> Between \$13,000 – \$44,000 (\$0 – \$25,000 Public Works) (3 quotes required)	
	<input type="checkbox"/> Over \$44,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #
	<input type="checkbox"/> Bid Waiver – \$44,000 or under (\$25,000 or under Public Works)	
	<input type="checkbox"/> Bid Waiver – Over \$44,000 (N/A to Public Works)	
	<input type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other	


MUNIS Req.	Req #	Org:	Obj:	Proj:	\$
	Year				

<b>Budget Amendment</b>	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000	<input type="checkbox"/> Contract does not exceed \$100,000	Res #	040
	<input checked="" type="checkbox"/> Contract exceeds \$100,000 – resolution required.	Year	2024
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.		

<b>CONTRACT MODIFICATIONS – Standard Terms and Conditions</b>		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

<b>APPROVAL</b>
Dept. Head / Authorized Designee


<b>APPROVAL – Contracts Exceeding \$100,000</b>	
Director of Administration	Corporation Counsel
	David Gault

<b>APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached</b>			
DOA:	Date In: 6/12/24	Date Out: _____	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

## Goldade, Michelle

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**From:** Goldade, Michelle  
**Sent:** Wednesday, June 12, 2024 9:37 AM  
**To:** Hicklin, Charles; Patten (Purchasing), Peter; Gault, David; Cotillier, Joshua  
**Cc:** Stavn, Stephanie; Oby, Joe  
**Subject:** Contract #15520  
**Attachments:** 15520.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 6/12/2024 9:41 AM	Approve: 6/12/2024 9:41 AM
	Patten (Purchasing), Peter		Approve: 6/12/2024 11:23 AM
	Gault, David	Read: 6/12/2024 9:53 AM	Approve: 6/12/2024 9:56 AM
	Cotillier, Joshua		Approve: 6/12/2024 10:12 AM
	Stavn, Stephanie	Read: 6/12/2024 9:50 AM	
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #15520  
Department: Administration  
Vendor: Colleen Clark Bernhardt  
Contract Description: Employment Services Agreement (Res 040)  
Contract Term: 7/21/24 -- indefinite  
Contract Amount: \$163,500+

Thanks much,  
Michelle

*Michelle Goldade*

Administrative Manager  
Dane County Department of Administration  
Room 425, City-County Building  
210 Martin Luther King, Jr. Boulevard  
Madison, WI 53703  
PH: 608/266-4941  
Fax: 608/266-4425  
TDD: Call WI Relay 711

Please note: I am currently working a modified schedule. I work in office Mondays and Wednesdays and work remotely Tuesday, Thursdays and Fridays.

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**2024 RES-040**

**CONFIRMING COLLEEN CLARK BERNHARDT AS  
THE DIRECTOR OF THE OFFICE OF JUSTICE REFORM**

Acting County Executive Miles has selected Colleen Clark Bernhardt to serve as the Director of the Office of Justice Reform.

Clark Bernhardt is the current Policy and Practice Innovations Manager for the Dane County Board. She oversees daily operations and supervises the staff of the Dane County Criminal Justice Council. Prior to that, she was the Equity and Criminal Justice Council Coordinator for Dane County.

An Employment Services Agreement has been negotiated. This agreement establishes the terms and conditions of employment and requires County Board approval.

**THEREFORE, BE IT RESOLVED** the County Executive is authorized to execute on behalf of Dane County the attached agreement with Colleen Clark Bernhardt to serve as the Director of the Office of Justice Reform with an annual salary of \$163,500, subject to any cost-of-living adjustments granted to unrepresented managerial employees.

COUNTY OF DANE

Employment Services Agreement

THIS EMPLOYMENT AGREEMENT ("Agreement") is made and entered into by and between the County of Dane ("EMPLOYER"), and Colleen Clark Bernhardt ("EMPLOYEE")

WHEREAS, EMPLOYER, whose address is: 210 Martin Luther King Jr., Blvd., Madison, Wisconsin 53703, desires to obtain the services of EMPLOYEE to serve as the Director of Justice Reform of Dane County;

WHEREAS, EMPLOYEE, whose current address is [REDACTED] is able and willing to serve as the Director of Justice Reform of Dane County;

WHEREAS, it is in the interests of EMPLOYER and EMPLOYEE that the terms of employment be set forth in writing;

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, EMPLOYER and EMPLOYEE do agree as follows:

- 1. CONDITIONS OF EMPLOYMENT; GENERAL PROVISIONS. Employment of EMPLOYEE is subject to the general supervision and shall be conducted pursuant to the orders, advice and direction of the County Executive. Employment is further subject to EMPLOYEE's compliance with and implementation of policies established from time to time by EMPLOYER in the exercise of its lawful authority. EMPLOYEE shall perform such other duties as are customarily performed by one holding the same or similar positions in other governmental organizations or businesses that provide similar services. EMPLOYER reserves to the County Executive the right to require EMPLOYEE to render such other and unrelated services and duties as may be assigned from time to time by the County Executive.
2. TERM. The term of employment hereunder shall commence on July 21, 2024, and be indefinite, unless terminated by either party.
3. DUTIES OF EMPLOYEE; GENERAL PROVISIONS. EMPLOYEE agrees to perform lawfully, faithfully, industriously, competently, dutifully and to the best of EMPLOYEE's ability, all of the duties that may be required of EMPLOYEE pursuant to the express or implied terms of this Agreement, to the level of satisfaction that the County Executive may reasonably require.
4. DUTIES OF EMPLOYEE; JOB DESCRIPTION. The duties of EMPLOYEE shall include but not be limited to those expressly stated or implied in the attached job description for the position, as may be revised from time to time by EMPLOYER as circumstances change, and as set forth in applicable state statutes. This paragraph is further subject to the right of assignment reserved to the County Executive, as set forth in paragraph 1 hereof.
5. DUTIES OF EMPLOYEE; OFFICIAL ACTS OF COUNTY BOARD. The duties of EMPLOYEE shall also include but not be limited to those expressly stated or implied in the ordinances, resolutions or motions of EMPLOYER's county board or any of its committees acting within the scope of their lawful authority.
6. DUTIES OF EMPLOYEE; DIRECTIVES OF COUNTY EXECUTIVE. The duties of EMPLOYEE shall also include but not be limited to those expressly stated or implied in orders, directives, or rules of the County Executive.

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7. **EMPLOYEE'S RESPONSIBILITIES; ETHICAL CONSIDERATIONS.** EMPLOYEE shall at all times observe and comply with all ethical obligations imposed or required by constitution, statute, ordinance or other provision of law and shall at all times conduct EMPLOYEE's personal affairs in such a manner as to avoid a conflict of interest or appearance of conflict and in accordance with the duties and responsibilities of public officials. During normal work hours EMPLOYEE shall at all times devote all of EMPLOYEE's time, attention, knowledge and skills solely to the interests of the EMPLOYER, and EMPLOYEE shall never use EMPLOYEE's position or confidential information gained in such work position for EMPLOYEE's personal gain, either directly or indirectly.
  8. **EMPLOYEE'S RESPONSIBILITIES; CONFIDENTIAL INFORMATION.** EMPLOYEE shall not at any time or in any manner, either during the term of this Agreement or thereafter, either directly or indirectly divulge, disclose or communicate to any person any confidential information gained in the performance of his duties except as otherwise required or compelled by law.
  9. **EMPLOYEE'S RESPONSIBILITIES; EXCLUSIVE EMPLOYMENT.** EMPLOYEE agrees to remain in the exclusive employ of EMPLOYER throughout the term of this Agreement. The term "exclusive employ" shall not be construed to prohibit occasional teaching, writing, or consulting which is performed on EMPLOYEE's time off and which does not affect EMPLOYEE's job performance, subject to prior approval of the County Executive.
  10. **HOURS OF WORK.** The usual and customary hours of business of EMPLOYER are from 7:45 a.m. to 4:30 p.m., Monday through Friday, however, as a managerial employee, EMPLOYEE shall have as a condition of employment a job to perform and shall work such hours as are necessary to accomplish the tasks assigned to EMPLOYEE. To that end, EMPLOYEE is free to organize EMPLOYEE's work schedule in such a fashion as to accommodate EMPLOYEE's workload. EMPLOYEE shall average, on an annual basis, forty (40) hours of work per week, less allowances for holiday and vacation usage.
  11. **EVALUATION AND GOALS.** At least annually, the County Executive or his or her designee shall meet with EMPLOYEE to discuss job performance and to define goals and objectives for both EMPLOYEE and EMPLOYER.
  12. **EMPLOYEE'S DUTIES; LIMITED CONTRACTING AUTHORITY.** EMPLOYEE shall not have the right to make contracts or commitments for or on behalf of EMPLOYER except as expressly authorized in advance by statute, ordinance, or express written consent of EMPLOYER.
  13. **COMPENSATION OF EMPLOYEE; BASE COMPENSATION.** EMPLOYER shall pay EMPLOYEE, and EMPLOYEE shall accept from EMPLOYER in payment for EMPLOYEE's services, direct compensation at a rate equivalent to \$163,500 per year, the same being prorated for any partial calendar year and payable in equal biweekly payments. The base compensation rate during the life of this Agreement shall not be less than that stated in this paragraph except as otherwise provided in this Agreement. Should the Department of Justice Reform be consolidated with or subsumed by any other county department during the term of this Agreement and the job duties of the EMPLOYEE be increased or otherwise altered as a result, the compensation of the EMPLOYEE will be renegotiated.
  14. **COMPENSATION OF EMPLOYEE; ADJUSTMENTS TO BASE COMPENSATION.** From time to time, and at least annually, in the exercise of his or her discretion, and subject to adequate funding, the County Executive may grant a merit increase to EMPLOYEE, as a percentage of the EMPLOYEE's base compensation. Merit increases may be revoked or decreased by the County Executive, in his or her discretion. Once granted, and if not revoked or decreased by the County Executive within 12 months of the date granted, any such percentage increase shall have the effect of increasing the base compensation in the succeeding years of the term of this Agreement. During the term of this Agreement, base compensation may be decreased, at the discretion of the County Executive, only upon a determination of poor performance or upon reassignment to another, less

110 responsible position (as determined by the County Executive), provided that such decrease shall  
111 not cause the base compensation rate to be less than 80% of the base compensation specified in  
112 paragraph 13 above.  
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114 **15. COMPENSATION OF EMPLOYEE; LONGEVITY PAY.** Notwithstanding any language to the  
115 contrary herein, longevity pay provided other managerial employees of EMPLOYER shall not be  
116 paid to EMPLOYEE.  
117

118 **16. LONGEVITY CREDITS TO BE AWARDED POST-AGREEMENT.** Notwithstanding any provision  
119 herein to the contrary, it is agreed that should EMPLOYEE be offered and accept a civil service  
120 appointment at any time during the term of this Agreement or two years thereafter, EMPLOYEE  
121 shall be awarded longevity credits for all service under this and prior agreements as well as any  
122 longevity credits earned from previous civil service appointment, and EMPLOYEE's wages and  
123 benefits as a civil service employee shall reflect such credits. This section shall not be construed  
124 to authorize longevity pay during the term of this or any prior agreement or any extension or renewal  
125 thereof, nor shall longevity credits awarded under this section be construed to affect benefits or pay  
126 during the term of this or any prior agreement or any renewal or extension thereof.  
127

128 **17. COMPENSATION OF EMPLOYEE; COMPENSATION FOR EXPENSES.** EMPLOYER shall  
129 reimburse EMPLOYEE for all necessary expenses incurred in the service of EMPLOYER, in  
130 accordance with Dane County Ordinances and regulations on reimbursement of expenses,  
131 provided that EMPLOYEE complies with all applicable provisions of law and Dane County  
132 ordinances prior to incurring or claiming reimbursement for such expenses. It is expressly  
133 understood that prior approval of the County Executive is required for attendance at conferences  
134 held outside of Wisconsin and that attendance is further subject to the rules, regulations and  
135 ordinances applicable to managerial employees employed under EMPLOYER's civil service  
136 ordinance.  
137

138 **18. COMPENSATION OF EMPLOYEE; FRINGE BENEFITS.** Except as otherwise set forth in this  
139 Agreement, and in addition to the monetary compensation set forth above, EMPLOYEE shall  
140 receive fringe benefits as are enumerated from time to time in resolutions and general ordinances  
141 of EMPLOYER, on the same terms as these are made available to other managerial and  
142 professional employees of EMPLOYER. At present, these include group health insurance; dental  
143 insurance; life insurance; EMPLOYER-paid contributions of EMPLOYER's share of the Wisconsin  
144 retirement system; paid vacation; regularly scheduled county holidays; personal holidays; unpaid  
145 leaves of absence; sick leave; disability income protection; payment of full salary while on jury duty  
146 or active military service in accordance with county ordinances; worker's compensation coverage;  
147 and unemployment compensation coverage. EMPLOYEE's continued receipt of such benefits  
148 during the term of this Agreement shall be subject to changes which are made generally applicable  
149 to other managerial and professional employees of EMPLOYER, excluding those who are under  
150 an employment agreement.  
151

152 **19. VACATION.** EMPLOYEE shall be entitled to such number of vacation hours as are provided  
153 unrepresented managerial employees not under an employment agreement who have years of  
154 service equal to the years of service of EMPLOYEE. Prior civil service and time under this  
155 Agreement shall both be included in calculating EMPLOYEE's years of service, provided that in  
156 any event EMPLOYEE shall receive no less than the number of weeks of vacation, on an annual  
157 basis, to which they are entitled at the time they execute this Agreement. In addition to the foregoing  
158 number of weeks of vacation, EMPLOYEE shall also receive eighty (80) vacation hours annually.  
159 Notwithstanding any other provision of this Agreement to the contrary, Employee may elect to  
160 convert no more than eighty (80) vacation hours to a cash equivalent payable to EMPLOYEE at  
161 EMPLOYEE's rate of hourly pay at the time of the conversion, provided that EMPLOYEE does so  
162 prior to the end of each calendar year. In the event the EMPLOYEE's sabbatical leave bank reaches  
163 the maximum allowed to managerial employees, EMPLOYEE shall be authorized to contribute up

164 to an additional 100 hours of vacation granted hours per year to EMPLOYEE's sabbatical leave  
165 bank in excess of the established limits.

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- 167 **20. DISABILITY OF EMPLOYEE.** Payment of wages and other benefits during periods of disability  
168 shall be subject to the rules and requirements applicable to Dane County civil service-covered  
169 managerial employees generally.
- 170
- 171 **21. COMPENSATION OF EMPLOYEE; TREATMENT OF DIRECT COMPENSATION FOR TAX**  
172 **PURPOSES.** The direct financial compensation paid EMPLOYEE under this Agreement shall be  
173 treated as wages for federal and state tax purposes and for purposes of allowing EMPLOYEE to  
174 participate in the Wisconsin retirement system. EMPLOYEE recognizes that EMPLOYER will  
175 withhold taxes, Social Security and the like from direct compensation. EMPLOYEE shall be allowed  
176 to participate in EMPLOYER's deferred compensation program(s), at EMPLOYEE's option and to  
177 the extent permitted by law.
- 178
- 179 **22. TERMINATION OF AGREEMENT BY EMPLOYEE; RETIREMENT.** Should EMPLOYEE apply  
180 for and receive a monthly annuity benefit from the State of Wisconsin Retirement system during  
181 the term of this Agreement, or if EMPLOYEE should die while this Agreement is in effect,  
182 EMPLOYEE or EMPLOYEE's estate shall have the option of converting accumulated sick leave to  
183 cash or to a monetary fund for the purposes of paying insurance premiums for EMPLOYEE or  
184 EMPLOYEE's surviving spouse, all to the extent and in the manner available to non-represented  
185 civil service employees. It is understood that, for purposes of calculating the hourly equivalency of  
186 an annual salary, the figure of 2080 hours per year will be used.
- 187
- 188 **23. TERMINATION OF AGREEMENT BY EMPLOYEE; NOTICE REQUIRED FOR RESIGNATION.**  
189 This Agreement may be terminated by EMPLOYEE on 30-days' written notice to the County  
190 Executive. Any such notice, once accepted by the County Executive, may not be withdrawn or  
191 rescinded except by mutual agreement of the parties. The fact that the County Executive has  
192 asked EMPLOYEE for EMPLOYEE's resignation shall not invalidate any such resignation once  
193 tendered to, and accepted by, the County Executive. Accrued but unused vacation and holiday  
194 time, sabbatical time and wellness hours shall be paid immediately upon resignation. If the  
195 resignation is requested by the County Executive, the severance pay provisions of paragraph 27  
196 shall be applicable. No severance pay shall be payable in the event of a resignation not requested  
197 by the County Executive.
- 198
- 199 **24. TERMINATION OF AGREEMENT BY EMPLOYER; EMPLOYER'S RIGHT TO TERMINATE AT**  
200 **WILL.** This Agreement may be terminated, or any obligation of EMPLOYER under this Agreement,  
201 may be suspended by the County Executive at any time, in the sole discretion of the County  
202 Executive. EMPLOYEE shall be deemed to be an at-will employee of EMPLOYER who shall have  
203 no remedy or recourse under EMPLOYER's civil service ordinance in the event of disciplinary  
204 action, up to and including discharge. EMPLOYEE expressly understands that EMPLOYEE is not  
205 covered by EMPLOYER's civil service ordinance in any fashion whatsoever, except as specifically  
206 and expressly set forth in this Agreement, and that no representations to the contrary have been  
207 made to EMPLOYEE by EMPLOYER or any representative of EMPLOYER.
- 208
- 209 **25. TERMINATION OF AGREEMENT BY EMPLOYER; DISCIPLINARY ACTION; PROCEDURE**  
210 **FOR DISCIPLINARY ACTION.** All disciplinary action shall originate from the County Executive  
211 and be accomplished by the County Executive.
- 212
- 213 **26. TERMINATION OF AGREEMENT BY EMPLOYER; SEVERANCE BENEFITS ON EARLY**  
214 **TERMINATION.** In the event EMPLOYER terminates this Agreement, EMPLOYEE shall receive  
215 as severance pay a sum of money equal to six (6) months of base compensation at the rate then  
216 in effect. Severance pay shall not be available to EMPLOYEE in the event EMPLOYEE voluntarily  
217 resigns or is terminated for EMPLOYEE's commission of either (i) any crime, under either federal  
218 or Wisconsin law, or (ii) any form of misconduct in public office under any provision of Wisconsin

219 or federal law or county ordinance. Regardless of whether severance pay as defined herein is  
220 available to EMPLOYEE, upon termination, EMPLOYEE shall be entitled to receive, and  
221 EMPLOYER shall pay to EMPLOYEE, all accrued but unused vacation and holiday pay, sabbatical  
222 time, and wellness hours. EMPLOYEE shall also be entitled to continue group health, group life  
223 and dental insurance or any of them, all on such terms as are available to other managerial and  
224 professional employees of EMPLOYER who are not under an employment agreement. Upon  
225 termination by EMPLOYER, EMPLOYEE's accumulated sick leave balance shall be converted to  
226 a monetary value arrived at by multiplying the number of accumulated sick hours by the hourly rate  
227 in effect at termination, and the dollar amount thus arrived at will be available to EMPLOYEE for  
228 payment of premiums for continuation coverage of group health insurance and group dental  
229 insurance for the shorter of (a) the period EMPLOYEE is unemployed or (b) 12 months. Nothing  
230 in this paragraph shall preclude the EMPLOYEE from exercising his option to retire as set forth  
231 below.  
232

233 **27. TERMINATION OF AGREEMENT; EMPLOYEE'S OPTION TO RETIRE.** If this Agreement is  
234 terminated by either party as set forth herein or if the EMPLOYEE is to be terminated, the  
235 EMPLOYEE shall, prior to the effective date of the termination, be allowed to retire and receive  
236 those benefits as are available to non-represented Dane County managerial and professional civil  
237 service employees who participate in the Wisconsin retirement system.  
238

239 **28. TRANSFER INTO CIVIL SERVICE; SENIORITY CREDITS.** In the event EMPLOYEE shall seek  
240 and obtain a Dane County civil service position, either during the term of this Agreement or within  
241 two (2) years thereafter, they shall be entitled to all seniority credits (subject to union contracts, if  
242 applicable to the new position) as would have been earned during the term of this Agreement if  
243 EMPLOYEE had been hired into the civil service job classification from the inception of this  
244 Agreement, and shall be entitled to any seniority credits from previous civil service appointment or  
245 employment. The benefits conferred upon EMPLOYEE by this paragraph are conditioned upon (i)  
246 this Agreement not being terminated by EMPLOYER during its term and (ii) EMPLOYEE not  
247 resigning his position Agreement (other than to accept a Dane County civil service position).  
248

249 **29. EMPLOYER TO INDEMNIFY AND DEFEND EMPLOYEE FOR OFFICIAL ACTS.** EMPLOYER  
250 shall indemnify, defend and hold harmless EMPLOYEE in the event of any litigation, whether  
251 groundless or not, arising out of any act of EMPLOYEE done within the scope of EMPLOYEE's  
252 employment with EMPLOYER. EMPLOYER will pay any judgment taken against EMPLOYEE in  
253 any such litigation, in accordance with the requirements of Wis. Stat. § 895.46. EMPLOYER  
254 reserves the right to compromise or settle any such litigation in any fashion deemed advantageous  
255 to EMPLOYER, regardless of whether EMPLOYEE consents thereto.  
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257 **30. CONSTRUCTION OF AGREEMENT; NO ASSIGNMENT.** EMPLOYEE shall not assign or transfer  
258 any interest or obligation in this Agreement, whether by assignment or novation. It is expressly  
259 understood EMPLOYER will not consent to any assignment of EMPLOYEE's duties and  
260 obligations.  
261

262 **31. CONSTRUCTION OF AGREEMENT; SEVERABILITY.** All parts of this Agreement are severable  
263 from all other parts and invalidity of any part shall not operate to invalidate any other part.  
264

265 **32. CONSTRUCTION OF AGREEMENT; WISCONSIN LAW CONTROLS.** It is expressly understood  
266 and agreed that in the event of any dispute between the parties, arising under this Agreement,  
267 Wisconsin law shall control to the extent that it is not superseded by any applicable federal law.  
268 Venue for any legal proceedings shall be in the Dane County Circuit Court.  
269

270 **33. CONSTRUCTION OF AGREEMENT; ENTIRE AGREEMENT.** This Agreement constitutes the  
271 entire agreement of the parties and supersedes any and all negotiations of the parties relating to  
272 the subject matter hereof. Any prior employment agreement between the parties, together with any  
273 extension or renewal of such agreement, is likewise terminated and superseded by this Agreement.



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All of EMPLOYEE's rights, of any nature whatsoever, arising from, by or under any prior employment agreement between the parties are hereby compromised in their entirety.

**IN WITNESS WHEREOF**, EMPLOYER and EMPLOYEE have executed this Agreement effective as of the day and date by which EMPLOYER's authorized representative and EMPLOYEE have affixed their respective signatures, as indicated below.

**FOR EMPLOYER:**

Date: \_\_\_\_\_

\_\_\_\_\_  
Jamie Kuhn, Dane County Executive

Date: May 29, 2024

**BY EMPLOYEE:**  
  
\_\_\_\_\_  
Colleen Clark Bernhardt, Employee