

**AMENDING CHAPTER 7 OF THE DANE COUNTY CODE OF ORDINANCES,  
REVISING THE COUNTY BOARD RULES**

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 7.03(6) is amended to read as follows:

**(6)** The chairperson shall be an ex-officio member of all standing committees, commissions and boards created by the board and may meet and deliberate in their meetings, may make motions, but may not vote while acting as an ex-officio member, except as provided by s. 7.11(4)(b). However, the chair may be counted as a member present for the purposes of reaching a quorum and as the required board member to be physically present for a hybrid meeting.

ARTICLE 3. Section 7.11(5) is amended to read as follows:

**(5)(a)** Standing committees may create subcommittees composed entirely of their own members or other supervisors or may call upon the assistance of non-supervisors in examining particular issues. Appointment to subcommittees and the selection of non-supervisory advisors shall be at the discretion of the standing committee chairperson. Subcommittees of standing committees shall include at least one member of the County Board.

**(b)** As soon as possible after creation of a subcommittee, the membership shall be reported to the county clerk and the county board office.

**(c)** All committees, subcommittees, and advisory bodies that a standing committee has appointed or over which a standing committee has jurisdiction shall report on its activities to that standing committee on a regular schedule to be determined by the standing committee, but not less than once each year.

ARTICLE 4. Section 7.11(7) is amended to read as follows:

**(7)** Standing committees shall have ~~supervisory and~~ policy oversight responsibilities for the departments, offices and other entities specified in these rules, to the extent permitted by law. All standing committees shall concern themselves with the formulation of county policy to be carried out by the departments for which they have oversight, and shall consult with the departments in formulating policy. Standing committees shall continually monitor the performance of departments and agencies in carrying out the policies of Dane County, and shall review and make recommendations on the annual budgets of these departments, offices and agencies as provided for in s. 7.24. Standing committees shall have referred to them and act on all resolutions and ordinances affecting policy for any department, office or agency for which they have responsibility. A standing committee shall, at least annually, designate a

46 particular meeting as a public forum for the express purpose of receiving resident  
47 comment on the merits of the department or agency's program and the programs  
48 of the commissions, boards, agencies, county elective offices or independent  
49 agencies over which the standing committee has oversight.

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51 ARTICLE 5. Section 7.12(1) is amended to read as follows.

52 (1) Act as the ~~supervisory~~policy oversight committee for the land information office  
53 and the planning and development department, including survey, zoning, tax description  
54 and plat review functions.

55 ARTICLE 6. Section 7.13(1) is amended to read as follows:

56 (1) Act as the supervisory committee for the county board office and policy  
57 oversight committee for the Office for Equity and Inclusion, and as the budgetary  
58 and policy oversight committee for the offices of the county clerk and county  
59 executive, including all divisions in the county executive's office.

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61 ARTICLE 7. Section 7.14(1) and (2) are amended to read as follows:

62 ~~(1) Act as the supervisory committee for the department of administration.~~

63 (21) Act as the policy oversight committee for the Department of Administration,  
64 office of the eCounty tTreasurer, the Dane County Library Board, Public Health  
65 Madison and Dane County, the eEqual eOpportunity eCCommission and the eCivil  
66 sService eCCommission.

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68 ARTICLE 8. Section 7.15 is amended to read as follows:

69 ~~(1) Act as the supervisory committee for the Dane County Youth Commission,~~  
70 ~~the area agency on aging board of directors, the veterans service office and the~~  
71 ~~human services department.~~

72 (21) Act as the policy oversight committee for the Youth Commission, Area  
73 Agency on Aging, Veteran's Service Office, Human Services Department, Dane  
74 County Housing Authority, the eCommission on sSensitive eCrimes, the  
75 sSpecialized tTransportation eCCommission, and the Dane County Humane  
76 Society.

77 (32) Monitor, coordinate and advise the county board on all aspects of human  
78 service policy and delivery in Dane County to the extent permitted by law.

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80 ARTICLE 9. Section 7.17(1) and (2) are amended to read as follows:

81 ~~(1) Act as the supervisory committee for the corporation counsel, family court~~  
82 ~~commissioner, family court counseling service, public safety communications~~  
83 ~~center, the juvenile court program, emergency management department, medical~~  
84 ~~examiner, and on all matters pertaining to telecommunications and emergency~~  
85 ~~medical services.~~

86 (21) Act as the policy oversight committee for the Corporation Counsel, Family  
87 Court Commissioner, Family Court Counseling Service, Public Safety  
88 Communications Center, the Juvenile Court program, Emergency Management  
89 Department, Medical Examiner, the Dane County Local Emergency Planning  
90 Committee, ~~offices of sheriff~~Sheriff's Office, ~~dDistrict~~ aAttorney, and ~~eClerk~~ of

91 eCourts, Office of Justice Reform, Pretrial Services and the Dane County court  
92 system all matters pertaining to telecommunications and emergency medical  
93 services.

94  
95 ARTICLE 10. Section 7.18(1) and (2) are amended to read as follows:

96 ~~.(1) Act as the supervisory committee for the department of administration,~~  
97 ~~division of public works, the department of highway and transportation,~~  
98 ~~department of waste and renewables, the Dane County Parking Ramp, and the~~  
99 ~~Alliant Energy Center of Dane County.~~

100 **(21)** Act as the policy oversight committee for the Division of Public Works of the  
101 Department of Administration, Department of Highway and Transportation,  
102 Department of Waste and Renewables, Dane County Parking Ramp, Alliant  
103 Energy Center, Dane County Regional Airport Commission, the sSolid wWaste  
104 and rRecycling aAd hHoc subcommittee, the Dane County Zoo Commission, all  
105 regional transportation planning, including the Metropolitan Planning  
106 Organization, and all rail transit commissions to which the county is a party.

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108 ARTICLE 11. Section 7.18(10) is amended to read as follows:

109 **(10)** The committee shall address the short-term and long-term space and real  
110 estate needs of the county, including leases both short-term and long-term. On  
111 major projects the committee shall meet jointly with the oversight committee for  
112 the affected department. On lesser projects, the committee chairperson may  
113 appoint a subcommittee to meet with the appropriate oversight committee.

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115 ARTICLE 12. Section 7.19(1) and (2) are amended to read as follows:

116 ~~.(1) Act as the supervisory committee for university extension, land and water~~  
117 ~~resources department (including operational programs and budget for lakes~~  
118 ~~management and aquatic weed control), and the lakes & watershed commission~~  
119 ~~(for budget review purposes only).~~

120 **(21)** Act as the policy oversight committee for University Extension, Land and  
121 Water Resources Department, Lakes and Watershed Commission,for the Dane  
122 County Parks Commission and the Dane County Food Council.

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124 ARTICLE 13. Section 7.22(4) is amended to read as follows:

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

127 **(a)** In-person – all members and the public attend in the same physical location.

128 **(b)** Virtual – all members and the public attend via teleconferencing, video  
129 conferencing, or web conferencing without meeting at a physical location.  
130 Exclusively virtual meetings shall not be scheduled unless inclement weather,  
131 public health emergency, natural disaster, or other emergency prevents an in-  
132 person or hybrid meeting from being held safely. Based upon the  
133 recommendation of the Emergency Management Department, this determination  
134 shall be made by the County Board Chair for the Board and all standing  
135 committees, and the chair of all other boards, commissions, or other committees  
136 subject to this Chapter. Virtual meetings require at least a 24-hour notice and

137 reasonable access to the public in conformance with the Wisconsin Open  
138 Meetings Law.

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

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145 ARTICLE 14. Section 7.22(9) is created to read as follows:

146 (9)(a) Contracts, agreements, policies, and plans that are the subject of a  
147 resolution or ordinance amendment shall be included in the legislative file.

148 (b) All reports generated by county departments and agencies pertaining to a  
149 matter on the agenda shall be included in the legislative file for the respective  
150 resolution or ordinance amendment.

151 (c) Any other written materials may be included in the legislative file pertaining to  
152 a resolution or ordinance amendment upon motion by a member of a committee  
153 or the Board and approval by that respective body.

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155 ARTICLE 15. Section 7.223(2) is amended to read as follows:

156 (2) No committee may take action on any item that has not been posted with  
157 the agenda as specified in subsection (6~~1~~) hereof (24 hours notice) unless:

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159 ARTICLE 16. Section 7.24(6) is amended to read as follows:

160 (6) Amendments not included in the Personnel and Finance Committee's  
161 recommendations on the budget resolutions may be offered as a floor  
162 amendment at the County Board's budget meeting, but must be posted as part of  
163 the board agenda at least 24 hours prior to the meeting. Any budget amendment  
164 considered by the County Board may be amended by the County Board.

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166 ARTICLE 17. Section 7.59(8) is amended to read as follows:

167 (8) A child under the age of 18 of any parent otherwise authorized to be on  
168 the county board floor under the provisions of this section is authorized to be on  
169 the county board floor with their parent. Prior to the start of the meeting the  
170 parent shall notify County Board staff of their child's presence and location.

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172 ARTICLE 18. Section 7.61(1)B. is amended to read as follows:

173 (1) The order of business for county board meetings shall be as follows:

174 B. Special Matters and Announcements.

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

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

179 2. Appearances by the county executive

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

182 4. Public hearings

183 ARTICLE 19. Section 7.61(1)D. is amended to read as follows:

184 D. ~~Claims recommended for denial~~ Denial of claims

185

186 ARTICLE 20. Section 7.61(1)M. is amended to read as follows:

187 M. Items Requiring More Than a Simple Majority ~~Two-Thirds Majority~~ for  
188 Passage. ~~In addition to any other items requiring a two-thirds vote, any~~  
189 ~~ordinance amendment or resolution creating or changing fees charged to~~  
190 ~~users of services that is considered after adoption of the annual budget shall~~  
191 ~~require a two-thirds vote of the county board.~~

192 1. Items requiring a two thirds (2/3) majority for passage.

193 2. Items requiring a three fourths (3/4) majority for passage.

194

195 ARTICLE 21. Section 7.63(1)(a) is amended to read as follows:

196 **(1)(a)** Members of the general public and others who are not members of the  
197 county board may address the county board on any matter pending before the  
198 board, as printed on the calendar, except that no registrations shall be in order  
199 on Special Matters and Announcements, Approval of Payments, Claims,  
200 Approval of County Board Minutes, Motions From Previous Meetings, Special  
201 Orders of Business, Such Other Business As Authorized By Law or procedural  
202 motions that are on the calendar. Before addressing the board, such persons  
203 shall file with the clerk a registration form giving their name, address, the subject  
204 on which they wish to speak, and such other information as required.

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206

207 *[EXPLANATION: This amendment revises the County Board Rules.]*