

	*Agenda* General Government Committee Thursday, July 3, 2025 – 5:00 pm Conference Call 1-312-626-6799 Zoom Meeting ID: 89996258699 Passcode: 163823 <u>https://us02web.zoom.us/j/89996258699</u> Community Room 303 W. Chapel St Dodgeville, Wisconsin 53533	Iowa County Wisconsin
For information regarding access for the disabled, please call 935-0399.		
<i>Any subject on this agenda may become an action item.</i>		
1	Call to order.	
2	Roll Call.	
3	Approve the agenda for this July 3, 2025 meeting.	
4	Approve the minutes of the June 5, 2025 meeting.	
5	Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken.	
6	Courthouse/Veterans Memorial Upgrade Project.	
7	Consider Revisions to Policy 401 Section 5.4 Performance Evaluations Reviews and Pay for Performance.	
8	Consider New Section 5.4a Star Performer Program under Policy 401.	
9	Consider New Section 5.4b Peer Recognition Program under Policy 401.	
10	Employee Relations Activity Report	
11	Consider Resolution Establishing a “Celebration Task Force” to Plan for Iowa County’s 200 th Year Celebration.	
12	Set date and time for next meeting, August 7, 2025 at 5:00 pm.	
13	Adjournment.	
	Posted by the County Clerks Office on 06-26-2025, Megan Currie – County Clerk	



DRAFT Minutes
General Government Committee
Thursday, June 5, 2025 – 5:00 pm
Community Room
303 W. Chapel St
Dodgeville, Wisconsin 53533

**Iowa
County
Wisconsin**

For information regarding access for the disabled, please call 935-0399.

Any subject on this agenda may become an action item.

1	Call to order by Curt Peterson at 5:00pm
2	Roll Call. <i>Members in Attendance:</i> Don Gander, Tim Lease, Curt Peterson, Mike Peterson <i>Excused:</i> Joan Davis <i>Others on Zoom:</i> John Meyers (for Sup. Davis), Bruce Paull, Ingmar Nelson <i>Others in Attendance:</i> Larry Bierke, Megan Currie, Barry Hottman
3	Approve the agenda for this June 5, 2025 meeting. Sup. Lease moved to approve the motion. Sup. Gander seconded the motion. Motion carried unanimously.
4	Approve the minutes of the April 3, 2025 meeting. Sup. M Peterson moved to approve the motion. Sup. Lease seconded the motion. Motion carried unanimously.
5	Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken. None.
6	Courthouse/Veterans Memorial Upgrade Project. Update from Bierke, another update will be from Facilities and Grounds Director Jake Tarrell next month.
7	Resolution Creating “Celebration Task Force” moved to July Meeting with updates discussed.
8	Motion to move Resolution Creating “Business Advancement and Resilience Council” with deleting #2 and make #6 3 community members to County Board for approval. Sup. M Peterson moved to approve the motion. Sup. Lease seconded the motion. Motion carried unanimously.
9	Southwest Wisconsin Library System Board Update by Michael Brant
10	Set date and time for next meeting, July 3, 2025 at 5:00 pm.
11	Motion to Adjourn the June 5 th , 2025 meeting. Sup. M Peterson moved to approve the motion.

	Sup. Lease seconded the motion. Motion carried unanimously. Meeting adjourned at 5:58pm
	Minutes by Megan Currie, County Clerk

AGENDA ITEM COVER SHEET

Title: Consider Revisions to Policy 401 Section 5.4 Performance Evaluations

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

A group of Department Heads worked together to revamp the Performance Evaluation form and updated Policy 401 Section 5.4. We are recommending that the Pay for Performance is eliminated from the evaluation process. The revised evaluation form removed the goal core competency as a rating factor, removed rating factor of each core competency and is each core competency is now more focused on communication of what worked well and what are the areas for growth. The revised evaluation form also includes a Year in Review and Year Ahead section. In the Year Ahead section, we did keep the opportunity for one goal to be set – however, it won't be used as a rating factor. Overall, the managers will define if employees are considered a be a Strong Performer or Performance Gaps Identified. Employees who receive a Strong Performer rating will move up in the Step program on the Pay Plan Structure. Ratings of Performance Gaps Identified will remain on the same step of the Pay Plan Structure.

The updated policy reflects the new rating structure along with remove the goal rating from the core competency.

RECOMMENDATIONS (IF ANY):

Recommends the General Government Committee to move and approve to the County Board for adoption.

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

401 Policy Section 5.4 Performance Evaluations and Pay for Performance
Evaluation Form

FISCAL IMPACT:

None

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 5 Minutes

COMPLETED BY: Allison Leitzinger

DEPT: Employee Relations

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM#

COMMITTEE ACTION:

5.4 Performance Evaluation Reviews and Pay for Performance

Iowa County provides annual performance evaluations with all employees. Performance evaluations are designed to acknowledge employees' achievements and assist employees in improving their job performance.

Managers and Department Heads are responsible for conducting annual performance evaluations with employees whom they supervise.

Employee performance is evaluated annually on employee's date of hire. Management employees who were promoted into a management position prior to October 5, 2014 will use their status date instead of hire date. All employees are evaluated on the following core competencies:

- Attendance
- Job Knowledge
- Job Performance
- Communication and Customer Service
- Attitude, Professionalism, and Teamwork
- Safety and Following Policies and Procedures
- ~~Goal Setting~~

In addition to the above core competencies, management employees are evaluated on the following leadership core competencies:

- Coaching and Delegation
- Team Leadership and Facilitating Change
- Budget Management

Employees shall complete a self-evaluation and submit to their manager no more than a month prior, but at least two weeks before evaluation date. Failure to complete self-evaluation is reflected in performance review. Managers complete and review a separate performance evaluation with the employee. The manager submits the completed evaluation and status change form to Employee Relations before the end of the payroll week in which the evaluation date occurred. Employee Relations provides the status change form to Finance/Payroll.

Status change forms are not processed until Employee Relations receives the completed performance evaluation review.

Performance Factor Rating

Step Process (Minimum- Step 1 up to Control Point-Step 6):

Non-Management Employees:

~~Employees within the step portion of the Iowa County Wage Structure receiving a rating of 20 points to 28 points get a "Meets Expectations" rating, which includes a pay increase to the next step. Employees receiving a rating of 19 points or below get a "Does not Meet Expectation" rating, which provides no step increase. Employees receiving a rating of 29 points or more get an "Exceeds Expectation" rating, which results in a pay increase of two steps.~~

Employees within the step portion of the Iowa County Wage Structure receiving a rating of 19 points or more receive an “Strong Performer” rating, which includes a pay increase to the next step. Employees receiving a rating of 18.5 points or below receive a “Performance Gaps Identified” rating, which provides no step increase

Managers that do not have Budget responsibilities:

~~Employees within the step portion of the Iowa County Wage Structure receiving a rating of 26 points to 37 points get a “Meets Expectations” rating, which includes a pay increase to the next step. Employees receiving a rating of 25 points or below get a “Does not Meet Expectation” rating, which provides no step increase. Employees receiving a rating of 38 points or more get an “Exceeds Expectation” rating, which result in a pay increase of two steps.~~

Employees within the step portion of the Iowa County Wage Structure receiving a rating of 26 points or more receive an “Strong Performer” rating, which includes a pay increase to the next step. Employees receiving a rating of 25.5 points or below receive a “Performance Gaps Identified” rating, which provides no step increase.

Management Employees:

~~Employees within the step portion of the Iowa County Wage Structure receiving a rating of 28 points to 41 points get a “Meets Expectations” rating, which includes a pay increase to the next step. Employees receiving a rating of 27 points or below get a “Does not Meet Expectation” rating, which provides no step increase. Employees receiving a rating of 42 points or more get an “Exceeds Expectation” rating, which result in a pay increase of two steps.~~

~~All performance evaluations including management and non management reviews that get an “Exceeds Expectations” rating must be discussed and approved by the County Administrator before Manager goes over the review with the employee.~~

Employees within the step portion of the Iowa County Wage Structure receiving a rating of 29.5 points or more receive an “Strong Performer” rating, which includes a pay increase to the next step. Employees receiving a rating of 29 points or below receive a “Performance Gaps Identified” rating, which provides no step increase.

Pay for Performance (Control Point – Step 6 to Maximum):

~~Employees who receive a rating of “Exceeds Expectations” are eligible for Pay for Performance. An “Exceeds Expectations” rating is 29 points or more for non-management employees, 38 for management employees with no budget responsibilities and 42 points or more for management employees.~~

~~Employees will receive a two (2%) performance bonus of current base rate in a lump sum payment plus a two (2%) base wage increase.*~~

~~When an employee is on Step 5 and receives an “Exceeds Expectations”, employee will receive a one and a half (1.5%) performance bonus of current base rate in a lump sum payment plus a one (1%) base wage increase of Step 6.*~~

~~All pay including base wage and bonus pay cannot exceed the maximum step unless approved by County Board. If an employee is near maximum, they will earn the base wage increase before the performance bonus pay.~~

~~All performance evaluations including management and non management reviews that get an “Exceeds Expectations” rating needs to be discussed and approved by the County Administrator.~~

*Lump Sum payment is not added to the base wage and is a one time payment

Market Adjustments:

~~Every year, the County Board will review recommendations from the Employee Relations Director on shifts in the market. County Board will decide if the Iowa County Pay Structure needs to be adjusted based on market.~~

~~If County Board adopts a market adjustment:~~

~~Employees within Step 1—Step 6 will receive the new market adjustment to the Step they are currently being paid at.~~

~~Employees in the Pay for Performance section of the Pay Structure will remain at current rate of pay. Instances where an employees received an exceeds expectations review within the last fiscal year January—December and the market adjusts, exceeds expectations review employees will receive half of the market adjustment rate added to employee's base rate of pay.~~

Competency Ratings

After completing and going over the evaluation with employee; Managers will provide a rating to each of the Core Competencies on a scale of 1-5 (half increments can be used). This form will be submitted to the Employee Relations Office.

Rating Factor Scale Definitions:

- 1: Needs Improvement – Performance does not yet meet expectations and requires significant development. Additional effort, guidance, and support are necessary to improve skills and effectiveness.
- 2: Progressing – Demonstrates growth and effort but has not yet fully met expectations. Shows improvement and developing capabilities, but further refinement is needed to reach higher levels of competence.
- 3: Satisfactory – Meets basic expectations and performs at an acceptable level. Completes tasks adequately with some room for improvement, but overall performance is reliable and consistent.
- 4: Proficient – Exceeds basic expectations with a strong grasp of required skills and responsibilities. Demonstrates confidence, efficiency, and a high level of competence in performance.
- 5: Exceptional – Consistently exceeds expectations with outstanding performance. Demonstrates mastery, leadership, and innovation in tasks, serving as a model of excellence in their role.

Overall Core Competency Ratings:

Attendance _____/5
Safety and Following Policies and Procedures _____/5
Job Knowledge: _____/5
Job Performance _____/5
Communication and Customer Service: _____/5
Attitude, Professionalism, Teamwork _____/5

Management Competency Ratings:

Coaching and Delegation _____/5
Team Leadership and Facilitating Change _____/5
Budget

Total Core Competency Rating: _____



Iowa County

Employee Performance Evaluation

Employee Name: _____

Position: _____

MISSION SECTION: "This mission of Iowa County is to protect and promote the health, safety, and economic well-being of it's residents and the environment in a fiscally responsible manner."

Does the employee know and understand the important role they have in the County's Mission? Yes _____ No _____

INSTRUCTIONS

Managers: Complete each competency with comments and examples on performance throughout the employee's evaluation year. The General Employee Competencies are areas where you and the employee shall have conversation regarding employee's performance.

TOPIC TO DISCUSS TOGETHER with Employee

What are your expectations of work?
What materials and equipment do you need to do your job?
How do you like to be recognized?
What are opportunities you would like to learn and grow in?
How do you feel your progress of work has been in the last year?
What motivates you to do your best at work every day?
How can you incorporate creativity/innovation into your job?

General Employee Competencies

Competency	Comments/Examples
Attendance: The ability to consistently report to work on time and be present for scheduled shifts or tasks. This reflects an employee's reliability and commitment to their job responsibilities. ➤ <i>Punctuality, consistency, reliability, adherence to work schedules, timely notifications to work schedules, preparation for scheduled absences, adherence to leave policies, attendance records, impact on team and workflow, unscheduled absences, flexibility adjustments and compliance.</i>	What is working well: Areas for growth:
Safety & Following Policies and Procedures: The ability to adhere to workplace safety protocols, regulations and County policies and procedures. ➤ <i>Following safety protocols, compliance with policies and procedures, hazard and risk identification, emergency preparedness, accident reporting, equipment safety and workplace cleanliness.</i>	What is working well: Areas for growth:

Job Knowledge: The expertise and understanding an employee possess regarding the tasks, duties, tools and processes needed to perform their role effectively. This includes familiarity with job specific technical knowledge and the ability to apply it in practical situations. ➤ <i>Understanding of job functions, technical expertise, knowledge of industry standards, problem solving and critical thinking, product and service knowledge, training and development awareness, training and mentor others, regulatory and compliance knowledge, operational knowledge and strategic knowledge.</i>	What is working well: Areas for growth:
Job Performance: The quality and efficiency which an employee completes assigned tasks and duties. It includes the quality of productivity, accuracy and overall contribution to the organization's objective and position responsibilities and functions. ➤ Quality of work, productivity, efficiency, consistency, meeting deadlines, adaptability, initiative, creativity, problem solving and critical thinking, collaboration, technical proficiency, time management and integrity.	What is working well: Areas for growth:
Communication & Customer Service: The ability to effectively convey information, ideas and instructions to others in writing and verbally along with listening to customers, understanding their needs and providing effective solutions. ➤ <i>Active listening, clear and concise communication, empathy and emotional intelligence, patience, professional tone etiquette, adaptability in communication, responsiveness, knowledgeable customer service, customer interaction, problem solving and de-escalation and relationship building.</i>	What is working well: Areas for growth:
Attitude, Professionalism & Teamwork: An employee's approach to work and demeanor includes enthusiasm, positivity and willingness to engage. The way an employee conducts themselves in the workplace demonstrates respect, integrity and ethical behavior. ➤ Positive attitude, work ethics, adaptability, accountability, integrity, professional appearance and demeanor, respect for diversity, conflict resolution, collaboration and cooperation, workplace disposition, and respect.	What is working well: Areas for growth:

Performance Factor Rating Definitions

☐ **Performance Gaps Identified:** The recognition of opportunities to enhance performance by comparing current results with desired goals or standards. These gaps highlight areas for growth, improvement, or optimization, serving as a roadmap to achieve greater success. By identifying performance gaps, it will help refine where action is needed to enhance quality and efficiency and build on strengths to reach higher levels of excellence.

☐ **Strong Performer:** The recognition of high standards and culture of excellence within a team, organization or environment. Produces high levels of achievement, skill, dedication and reflects a positive environment where strong results are the norm, fostering a culture of growth, shared success and continuous improvement.

REQUIRED SIGNATURES:

Employee: _____

Date: _____

Direct Manager: _____

Date: _____

Department Head: _____

Date: _____

AGENDA ITEM COVER SHEET

Title: Star Performer Program

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

With the recommendation to remove the Pay for Performance from our Evaluation Process. A group of department heads looked at ways we could implement something similar that could be included in the budget as known factor.

This is where we developed the Star Performer Program. It's where a manager or Department Head feels they have an employee who consistently exceeds expectations, drives impact, and demonstrated expectations skills, leadership and teamwork who show the ability to innovate, inspire, and contribute meaningful to Iowa County's success. Managers will then fill out the Star Performer Program Nomination form and submit to the County Administrator in November of each year. Once all the forms are submitted, The County Administrator will review and evaluate the nominations.

The document is drafted that the number of employees eligible to be identified as a Star Performer must be limited to no more than 10% of the total of the total Full Time Equivalent (FTE) Employees. The policy is recommending a one-time bonus of \$2,000 for each star performer. Every year, there will be a budget line for Star Performers. In 2025, we will know what number is needed to put in the budget line for Star Performers for the 2026 budget.

RECOMMENDATIONS (IF ANY):

Recommends the General Government Committee to move and approve to the County Board for adoption.

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Policy 401 Section 5.4a Star Performer Program
Star Performer Program Nomination

FISCAL IMPACT:

\$32,000 (163 FTE *10% = 16 Star Performers at \$2,000)

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 5 Minutes

COMPLETED BY: Allison Leitzinger

DEPT: Employee Relations

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM#

COMMITTEE ACTION:

5.4a Star Performer Program

Iowa County offers an opportunity for Department Heads to recognize individual staff members who have been “Star Performers” during the last December to November period. The Star Performer Program is fiscal recognition of the employees who have demonstrated exemplary performance, innovation, work ethic, and dedication. The number of employees eligible to be identified as Star Performers must be limited to no more than 10% of the total Full Time Equivalent (FTE) employees authorized by the current year operating budget. [163 FTE ≤ 16 Star Performers]

Annually prior to the last workday in November, Department Heads may submit their recommendations for their subordinate staff to the County Administrator in a sealed envelope. The recommendation must be submitted on the nomination form and be signed by the employees Supervisor and Department Head.

The County Administrator shall compile the recommendations from Department Heads and consult with the Employee Relations Director to: 1) ensure that none of the employees recommended have had written warnings or disciplinary actions added to their personnel files in the past two years, and 2) that no employee considered for recognition as a Star Performer has an employee evaluation filed in the past 365 days that identifies that performance gaps are occurring. Any employee that has either #1 or #2 must be removed from the list of candidates for the Star Performer Program.

Once said list of nominated employees is assembled, the County Administrator shall develop a matrix and rank the nominations. After the matrix is completed, the County Administrator shall provide directions to the Employee Relations Department to add \$2,000 to each of the Star Performers’ compensation in the next completed payroll. The matrix and rankings shall be filed in the Employee Relations Department as a confidential document.

The County Administrator is encouraged to evaluate staff based solely on the nominations and not utilize factors that he/she may be aware of but remain unmentioned on the nomination form. The County Administrator may also include up to 10% of department head positions but may not nominate more than 10%. [22 Department Heads ≤ 2 Star Performer Nominations]



Star Performer Program Nomination

Employee Name:

Job Title:

Department:

Evaluator Name:

Year:

This Star Performer Evaluation encourages qualitative feedback rather than just numerical ratings, making it more meaningful for recognizing top performers.

A **Star Performer** is an individual who consistently exceeds expectations, drives positive impact, and demonstrates exceptional skills, leadership, and teamwork. They are recognized for their ability to innovate, inspire, and contribute meaningfully to their organization's success.

1. Impact of Contribution and Demonstrated Value

Describe how the employee's work has significantly influenced the team, department, and Iowa County. Provide unique values this employee brings to Iowa County.

-
-
-

2. Consistent High Performance

Describe how the employee delivers exceptional results beyond job expectations, often setting a higher standard for quality and efficiency for the Department and Iowa County.

-
-
-

3. Innovation in Leadership

Provide examples of how the employee has demonstrated leadership, problem-solving, or innovation.

- -
 -
-

4. Collaboration, Customer Service & Teamwork

Provide examples of how the employee has effectively worked with others to achieve shared goals.

- -
 -
-

5. Continued Improvement & Growth

Describe how the employee has demonstrated a commitment to learning, growth, and self-improvement.

- -
 -
-

6. Summary & Overall Performance

General evaluation of performance and recommendations for continued growth.

- Overall Impact:
- Key Strengths:
- Overall Comments:

Manager Signature: _____

Department Head Signature: _____

AGENDA ITEM COVER SHEET

Title: Consider Peer Recognition Program – Policy 401 Section 4.5b

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

A small work group of Department Heads developed a Peer Recognition Program that would recognize Iowa County employees who demonstrate excellence in their work, help to create a culture of kindness and outstanding service. This program is designed where others within Iowa County (including public members, managers, Iowa County employees, and board supervisors) would nominate employees of Iowa County by filling out small ticket describing why the employee deserves recognition.

Quarterly, Iowa County will randomly pick out of the nomination bucket and recognize these employees (up to 5 per quarter). These employees will be allowed to select an award with a value of \$40-\$80 to recognize their outstanding service.

RECOMMENDATIONS (IF ANY):

Move to County Board

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Policy 401 Section 5.4b Peer Recognition Program

FISCAL IMPACT:

\$1500.00 annually

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 5 Minutes

COMPLETED BY: Allison Leitzinger

DEPT: Employee Relations

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM#

COMMITTEE ACTION:

5.4b Peer Recognition Program

Purpose: To create guidelines to recognize Iowa County employees who demonstrate excellence in their work, help to create a culture of kindness and outstanding service.

Organizations affected: This applies to all Iowa County employees (on the Iowa County payroll) and departments.

Policy: A Peer Recognition Program shall be budgeted for annually (Recognition Account) that allows any Iowa County employee, member of the public, or County Board Supervisor or committee member to nominate an employee for exceptional work attributes. Nominated employees will be entered into a drawing for random selection and provided with an award.

Procedure:

1. All Iowa County employees of full or part time status may nominate another full or part time employee for recognition. Nominations can be made by a member of the public, County Board Supervisor or committee member. County Board Supervisors, committee members or volunteers are not eligible for nomination.
 - a. Nomination buckets will be located in a public location in each county building (Law Enforcement Center, Health and Human Services, Courthouse, Highway).
 - b. Nominations can be made by completing a “ticket” and must include 1-2 sentences describing why the employee deserves recognition. Each nomination ticket must be completed fully and signed by the submitter. Examples may include consideration in the following areas (not an exhaustive list):
 - Job Performance
 - Communication or Customer Service
 - Attitude, Professionalism, Teamwork
 - Safety
 - Leadership and Facilitating Change
 - Cost savings or efficiency
 - c. All complete nominations will be included in a drawing to occur each quarter. Winners will be selected randomly from the collection of all tickets from all buildings. The number of winners will be determined by the available budget. Any Nominations selected that are incomplete will be deemed ineligible.
 - d. The Employee Relations Director will appoint two individuals to assist with the drawing and annual review of awards.
 - e. A nominator may only submit one ticket per employee per recognition-worthy event.
2. The employee being recognized will be eligible to choose from a variety of “awards” (value of \$40-80). Awards will be subject to tax.
3. Gatherings to celebrate and recognize winners may occur (per Iowa County policy 310).

4. Awards are listed in Appendix A and will be managed by the Employee Relations Director. The Employee Relations Director is authorized to amend Appendix A.
 - a. Examples of awards include items such as:
 - i. Gift cards
 - ii. Iowa County swag (clothing, hat, socks, coffee mug)
 - iii. Chamber bucks
 - iv. 1 hour of MTO
 - v. Fruit, snack, or candy basket
 - vi. State Park Pass
 - vii. Pool Pass

Version5_4.25.2025



Iowa County Employee Relations

222 N Iowa Street - Dodgeville, WI 53533 - 608.935.0374 – Fax: 608.935.0325

Allison.leitzinger@iowacounty.org

TO: General Government Committee
FROM: Allison Leitzinger, Employee Relations Director
DATE: June 25, 2025
RE: Employment Activity Report

Outlined below is the employment activity:

- Social Worker – ongoing recruitment
- ADRC Meal Site Coordinator (Arena) – ongoing recruitment (2nd Recruitment)
- Deputy Clerk of Court – First review scheduled for June 30, 2025 (2nd Recruitment)
- Nutrient Management and Conservation Internship – ongoing recruitment
- Sheriff's Office Cook – ongoing recruitment
- Benefit Specialist – First review scheduled for June 30, 2025
- Sheriff's Office Correctional Officer – ongoing recruitment
- HWY LTE – 3 new hires started
- Patrol Deputy – New hire started June 23, 2025
- Lead Social Worker – First review scheduled for Monday, July 14, 2025

AGENDA ITEM COVER SHEET

Title: Resolution Creating "Celebration Task Force"

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

At the General Government Committee meeting, can we discuss the idea of creating a task force to plan for the 200th birthday of Iowa County? I've not completed the resolution, but I am looking to discuss it with the Committee to make sure I am on the right track.

Please take some time to review the proposal so far and think about the duties you would see this task force addressing.

RECOMMENDATIONS (IF ANY):

Staff recommends that the attached draft resolution cause the Committee to have a discussion about expectations, responsibilities, and the overall size of the event.

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

A draft Resolution is attached to generate conversations

FISCAL IMPACT:

The fiscal impact will be decided based on the expectations of the celebration.

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

STAFF PRESENTATION?:

☐ Yes

☒ No

How much time is needed?

COMPLETED BY: Larry Bierke

DEPT: County Administrator

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM #

COMMITTEE ACTION:

Resolution No. _____

**RESOLUTION ESTABLISHING A
“CELEBRATION TASK FORCE”
TO PLAN FOR IOWA COUNTY’S 200TH YEAR CELEBRATION**

WHEREAS, In 1829, an act by the legislative authority of the Territory of Michigan was adopted to organize the county of Iowa; and

WHEREAS, Samuel W. Beals and Lewis Grignon of the county of Brown, and Jospeh M. Street of the county of Crawford were appointed commissioners to fix the seat of justice of said county of Iowa beginning the first day of January next ensuing; and

WHEREAS, Iowa County has evolved in many ways since its birth; starting with mining and agriculture, and after two hundred years seeing significant growth into a commercial and business hub, while maintaining its strong agricultural backbone, and

WHEREAS, it is time to celebrate the people, landmarks, businesses, and area agricultural achievements that have all helped Iowa County become what it is today.

NOW THEREFORE, BE IT RESOLVED that the Iowa County Board of Supervisors hereby creates a Celebration Task Force to begin discussing and planning events for the 200th year celebration. The Celebration Task Force shall:

1. Educate themselves on the history of Iowa County.
2. Prepare a year of events in celebration of the 200th year and establish a marketing plan for said events.
3. Develop community group partnerships to help manage and plan for county-wide events.
4. Establish a budget, including fundraising and grant opportunities to address expenses that may arise in planning and or celebration activities.
5. Determine a location and budget for a commemorative stone or sculpture to honor the accomplishment of our sustained good governance.

NOW BE IT FURTHER RESOLVED that the Celebration Task Force shall be comprised of seven voting members who shall serve two-year terms:

- a. One Iowa County Supervisor
- b. Two representatives from Historical Society or similar organizations.
- c. Four Citizen Members representing various geographical areas of Iowa County.

Respectfully submitted by the General Government Committee.
Adopted this _____ day of July, 2025