



Agenda
Executive Committee
Tuesday, September 9, 2025 – 5:30 pm
Health & Human Services Center – Community Room
303 W Chapel St
Dodgeville, Wisconsin

**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.
2	Roll Call.
3	Approve the agenda for this September 9, 2025 meeting.
4	Approve the minutes of the August 12, 2025 meeting.
5	Opportunity for members of the audience to address the committee.
6	Consider and Discuss 2026 Health Insurance.
7	Consider and Discuss 2026 Wage Structure Adjustment.
8	Consider Legal Services Agreement with Morzenti Law Office, LLC.
9	Discuss Iowa County Survey Results.
10	Consider Administrator Recruitment Proposals.
11	Closed Session: Wis. Stats. § 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. <i>Administrator Recruitment Proposals.</i> Wis. Stats. § 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. <i>Supervisory District 1 Applicant. Discuss Overtime Hours.</i>
12	Motion to return to open session.
13	Possible Action on Closed Session Items.
14	County Report.
15	Set date and time for next meeting. (October 14, 2025 at 5:30 p.m.)
16	Adjournment.
	Posted by the County Clerk's Office: Megan Currie, County Clerk Date: 09/05/2025



DRAFT Minutes
Executive Committee
Tuesday, August 12, 2025 – 5:30 pm
Health & Human Services Center – Community Room
303 W Chapel St
Dodgeville, Wisconsin

**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 Chair John M. Meyers at 5:30 pm.
2	Roll Call. <i>Members in Attendance:</i> Joan Davis, Mel Masters, John Meyers, Curt Peterson, Brad Stevens, Tim Lease (seated for Dave Gollon). <i>Excused:</i> Dan Nankee and Dave Gollon. <i>Members on Zoom:</i> Sup. Dody Cockerram <i>Others in Attendance:</i> Supervisor Bruce Paull, Jamie Gould, Allison Leitzinger, Dave Morzenti
3	Approve the agenda for this August 12, 2025 meeting. Motion by Sup. Stevens to approve the agenda. Seconded by Sup. Davis. Carried unanimously. Lease abstained.
4	Approve the minutes of the June 10, 2025 meeting. Motion by Sup. Davis to approve the minutes. Seconded by Sup. Stevens. Carried unanimously.
5	Opportunity for members of the audience to address the committee.
6	Consider Resolution Delegating the Authority to Enter into Settlement Agreements with Opioid Defendants to the Designated Iowa County Officer or Officers. Motion by Sup. C. Peterson to move Resolution Delegating the Authority to Enter into Settlement Agreements with Opioid Defendants to Designated Iowa County Officer or Officers to county board. Seconded by Sup. Davis. Carried unanimously.
7	Financial Report – 4th Qtr 2024 and 1st Qtr 2025. Gould reviewed the financial reports with the committee.
8	Review proposals and funding for Contracted Administrative Services. Motion by Sup. Peterson to move proposals and funding for Contracted Administrative Services to full county board. Seconded by Sup. Lease. Carried unanimously.

9	Closed Session: Wis. Stats. 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. <i>MHTC Broadband Incentives, Contracted Administrative Services and Budget Discussion.</i> Wis. Stats. 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. <i>Staffing openings / fills.</i> Motion by Sup. Lease to enter into closed session inviting: Committee Members, Jamie Gould, Allison Leitzinger, Dave Morzenti, and MHTC staff. Seconded by Sup. Stevens. Carried Unanimously. Closed session entered at 7:30 pm. Budget Discussion and Staffing opening/fills. Jamie Gould, Allison Leitzinger, and Dave Morzenti were asked to stay. MHTC staff were asked to leave. Motion by Sup. Masters to enter back into open session. Seconded by Sup. Lease. Carried Unanimously. Open session entered at 8:40 pm.
8	Possible Action on Closed Session Items. Motion by Sup. Davis to approve filling 0.50 FTE Drug Treatment Court Coordinator position, 1.0 FTE Sheriff's Office Cook position, LTE Nurse for school vaccine clinics. The Health Department must go through existing Health Department LTE Nurse pool to determine interest in the temporary assignment. If no one in the existing Health Department LTE Nurse pool is interested, then the Employee Relations Director may recruit for a Health Department LTE Nurse. Seconded by Sup. Masters. Carried unanimously. Motion by Sup. Davis to approve eliminating the following vacant positions: 1.0 Social Worker in Social Services, 0.50 Department Assistant in UW-Extension, 0.50 Department Assistant in ADRC, 0.40 Bus Driver in ADRC. Seconded Sup. Peterson. Carried unanimously.
9	County Report. Chairman Meyers and Gould provided the committee with an update.
11	Set date and time for next meeting. (September 9, 2025 at 5:30 p.m.)
12	Adjournment. Motion by Sup. Masters to adjourn. Seconded by Sup. Stevens. Adjourned at 8:45 pm Carried unanimously.
	Minutes by Jamie Gould, Finance Director.

AGENDA ITEM COVER SHEET

Title: 2026 Health Insurance Discussion

☐ Original

☒ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

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

Iowa County currently is on the State Plan: Local Deductible Plan (\$500 single/\$1000 family) without Dental. ETF offers four program options:

-Traditional Plan

-Local Deductible (\$500 single/\$1000 family) **CURRENT PROGRAM

-Local Health Plan (\$250 single/\$500 family Deductible, Co-pay and Co-insurance)

-Local High Deductible Plan (\$1,650 single/\$3,300 family Deductible, Co-pays and Co-insurance)

All four plans have the option to include dental insurance or without dental.

Iowa does need to report any changes to ETF by October 1.

It's Your Choice Open Enrollment period is from October 6 - October 31. It is crucial to have rates set before Open Enrollment so employees are aware and can make an informed decisions during IYC Open Enrollment.

RECOMMENDATIONS (IF ANY):

82% of High Deductible from General Government

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Page H1: Health Insurance Resolution for 82% High Deductible

Page H2: Graphs of annual County and Employee increase/decrease over 2025

Page H3: 82% High Deductible costing and premiums

Page H4: 77% Low Deductible costing and premiums

Page H5: 80% High Deductible costing and premiums

FISCAL IMPACT:

82% - High Deductible: \$357,926.95

\$113,271.60 plus (\$16,944.65) Sheriff's Office plus HSA contributions of \$261,600 = \$357,926.95

LEGAL REVIEW PERFORMED:

☐ Yes

☐ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 15 minutes

COMPLETED BY: Allison Leitzinger

DEPT: Employee Relations

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM #

RESOLUTION NO.

TO THE HONORABLE IOWA COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Iowa County General Government Committee has evaluated the Wisconsin Public Employers Group (ETF) Health Insurance premium rate scheduled to be implemented January 1, 2026; and

WHEREAS, current law states that local governments such as Iowa County who subscribe to the ETF health insurance plan are prohibited from paying more than 88% of the average cost of their respective qualified ETF plans, which began with premiums from January 2012 coverage forward; and

WHEREAS, Iowa County must comply with the requirements of current law based upon an average cost assessment, while at the same time providing reasonably-priced health insurance coverage with multiple options to qualified employees; and

WHEREAS, with the recognition that the average cost of the qualified Iowa County ETF plans presents a mandated solution that must consider equity in the contributions toward health care options across all plans.

NOW THEREFORE, BE IT RESOLVED, the Committee recommends for fiscal year 2026 premiums, Iowa County as employer will pay the equivalent of 82% of the average cost of the one (State Maintenance Plan) qualifying ETF High Deductible plan (without dental) in the County toward the cost of the ETF family or single plan selected by the employee.

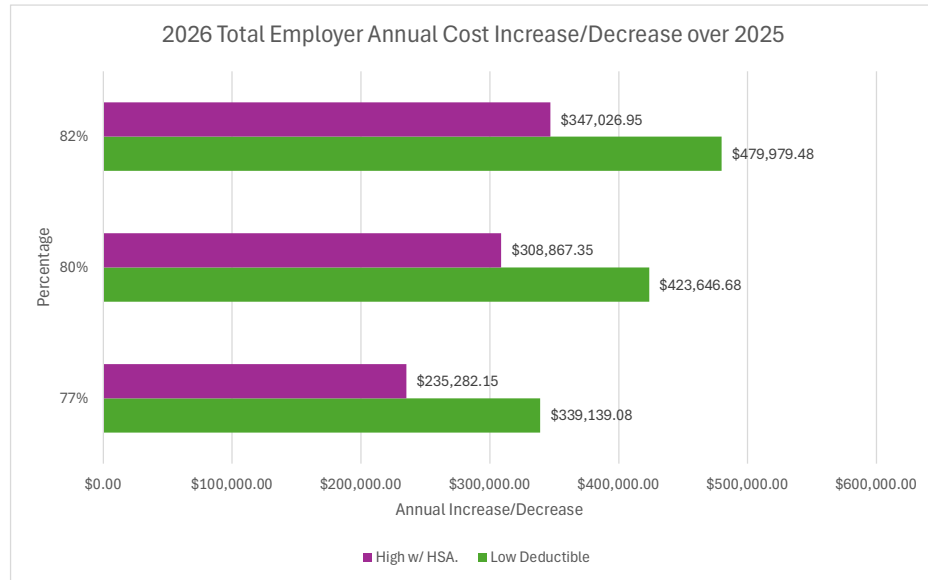
BE IT FURTHER RESOLVED, that this resolution applies to all staff except for the Sheriff's Office employees covered under the Collective Bargaining Agreement and Sheriff's Office management staff (Sheriff, Chief Deputy and Lieutenant).

Respectfully submitted by the Iowa County General Government Committee:

Dated this 4th day of September 2025.

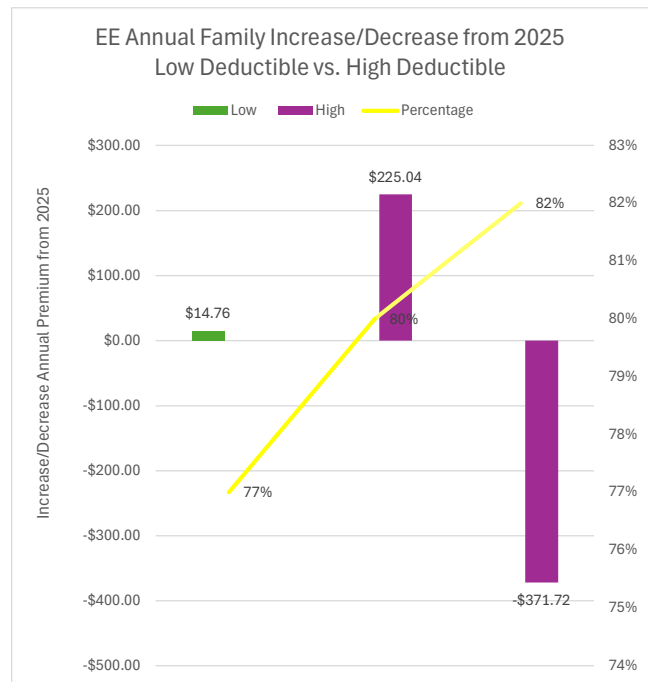
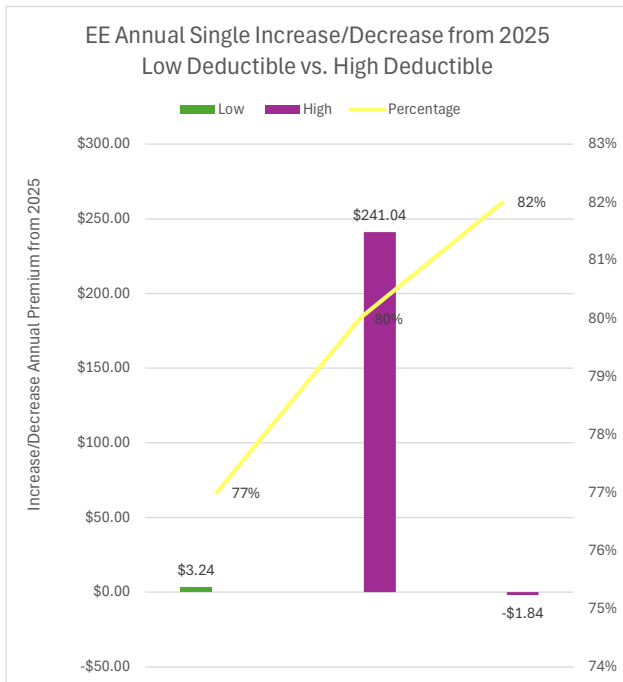
2026 Annual County Cost

(Increase/Decrease over 2025)



2026 Annual Employee Premium

(Increase/Decrease over 2025)



	A	B	C	D	E	F	G	H	I	J	K
1									Prepared July/Aug 2025 AL		
2	2026 Health Insurance Rates -High Deductible Plan										
3											
4	2026 - 82% of the SMP										
5											
6	HIGH DEDUCTIBLE PLAN - \$1,700 single plan & \$3,400 family plan										
7											
8	Iowa County										
9	Compare 2026 (82% of Average) and 2025 Adopted Monthly Health Insurance Rates										
10											
11	Please Note: SMP for 2026										
12											
13	Plan	2025 Single Plan Monthly Premium	2026 Projected Single Plan Monthly Premium	Amount of Increase	% of Increase		2025 Family Plan Monthly Premium	2026 Projected Family Plan Monthly Premium	Amount of Increase	% of Increase	
14	SMP	1,043.18	1,011.90	(31.28)	-3.0%		2,565.72	2,486.40	(79.32)	-3.1%	
15											
16	Average Cost of the Qualified Plans for Iowa County	1,043.18	1,011.90	(31.28)	-3.0%		2,565.72	2,486.40	(79.32)	-3.1%	
17											
18	Monthly County Contribution 79% based on average premiums of the qualified plans for 2025 & 82% on Average of plans for 2026	782.40	829.76	47.36	6.1%		1,924.30	2,038.85	114.55	6.0%	
19											
20	Current # of Plans for the August 2025 Health Insurance Invoice:			30					70		
21											
22	Projected Increase County Cost per Month for Employees			1,420.80					8,018.50		
23											
24	Total Projected Increase in Annual 2026 County Cost - EE's other than Sheriff			17,049.60					96,222.00	\$	113,271.60
25	Total Projected Increase in Annual 2026 County Cost - Sheriff Department			(3,190.56)					(13,754.09)	\$	(16,944.65)
26											
27	Total Projected Increase in Annual 2026 County Cost									\$	96,326.95
28											
29											
30	Total Projected Increase in Annual 2026 County Cost w/ H.S.A									\$	357,926.95
31											
32			All	Sheriff			Difference				
33		Single	40	10			30				
34		Family	89	19			70				
35			129	29			100				
36											
37											
38	Iowa County contributes 82% of the average premium cost of qualified plans.										
39	These rates apply to all Full-Time Employees. Rates for Part-Time Employees are pro-rated.										
40	HIGH DEDUCTIBLE PLAN - \$1,700 Single Plan and \$3,400 Family Plan										
41											
42	Plan	Single Monthly Premium	Family Monthly Premium	Employee Share Single Plan Monthly Premium (Deduction)	Employer Share Single Monthly Premium (Benefit)	Employee Share Family Plan Monthly Premium (Deduction)	Employer Share Family Monthly Premium (Benefit)	Employee % of Single Monthly Premium Rate	Employee % of Family Monthly Premium Rate	1/2 of single ded.	1/2 of family ded.
43	Dean Health	1,108.14	2,726.96	278.38	829.76	688.11	2,038.85	25.12%	30.43%	139.19	344.06
44	GHC - Neighbors	1,057.08	2,599.32	227.32	829.76	560.47	2,038.85	21.50%	31.92%	113.66	280.24
45	Medical Associates	882.56	2,163.02	52.80	829.76	124.17	2,038.85	5.98%	38.36%	26.40	62.09
46	Quartz Central	1,254.52	3,092.92	424.76	829.76	1,054.07	2,038.85	33.86%	26.83%	212.38	527.04
47	GHC - Dane Choice	820.96	2,009.02	(8.80)	829.76	(29.83)	2,038.85	-1.07%	41.30%	(4.40)	(14.92)
48	Quartz UW	851.86	2,086.26	22.10	829.76	47.41	2,038.85	2.59%	39.77%	11.05	23.71
49	SMP	1,011.90	2,486.40	182.14	829.76	447.55	2,038.85	18.00%	33.37%	91.07	223.78
50	**Total EE Annual Increase/Decrease over 2025							(\$1.84)	(\$371.72)		
51	**Includes annual premium increase/decrease plus additional OOP expense minus High Deductible Plan's deductible (\$1700 and \$3400)										
52											

	A	B	C	D	E	F	G	H	I	J	K	
1									Prepared July/Aug 2025 AL			
2	2026 Health Insurance Rates -High Deductible Plan											
3												
4	2026 - 80% of the SMP											
5												
6	HIGH DEDUCTIBLE PLAN - \$1,700 single plan & \$3,400 family plan											
7												
8	Iowa County											
9	Compare 2026 (80% of Average) and 2025 Adopted Monthly Health Insurance Rates											
10												
11	Please Note: SMP for 2026											
12												
13	Plan	2025 Single Plan Monthly Premium	2026 Projected Single Plan Monthly Premium	Amount of Increase	% of Increase		2025 Family Plan Monthly Premium	2026 Projected Family Plan Monthly Premium	Amount of Increase	% of Increase		
14	SMP	1,043.18	1,011.90	(31.28)	-3.0%		2,565.72	2,486.40	(79.32)	-3.1%		
15												
16	Average Cost of the Qualified Plans for Iowa County	1,043.18	1,011.90	(31.28)	-3.0%		2,565.72	2,486.40	(79.32)	-3.1%		
17												
18	Monthly County Contribution 79% based on average premiums of the qualified plans for 2025 & 82% on Average of plans for 2026	782.40	809.52	27.12	3.5%		1,924.30	1,989.12	64.82	3.4%		
19												
20	Current # of Plans for the August 2025 Health Insurance Invoice:			30					70			
21												
22	Projected Increase County Cost per Month for Employees			813.60					4,537.40			
23												
24	Total Projected Increase in Annual 2026 County Cost - EE's other than Sheriff			9,763.20					54,448.80	\$ 64,212.00		
25	Total Projected Increase in Annual 2026 County Cost - Sheriff Department			(3,190.56)					(13,754.09)	\$ (16,944.65)		
26												
27	Total Projected Increase in Annual 2026 County Cost									\$ 47,267.35		
28												
29										48000 Single H.S.A		
30	Total Projected Increase in Annual 2026 County Cost w/ H.S.A									213600 Family H.S.A		
31										\$ 308,867.35		
32				All	Sheriff		Difference					
33		Single		40	10		30					
34		Family		89	19		70					
35				129	29		100					
36												
37												
38	Iowa County contributes 80% of the average premium cost of qualified plans.											
39	These rates apply to all Full-Time Employees. Rates for Part-Time Employees are pro-rated.											
40	HIGH DEDUCTIBLE PLAN - \$1,700 Single Plan and \$3,400 Family Plan											
41												
42	Plan	Single Monthly Premium	Family Monthly Premium	Employee Share Single Plan Monthly Premium (Deduction)	Employer Share Single Monthly Premium (Benefit)	Employee Share Family Plan Monthly Premium (Deduction)	Employer Share Family Monthly Premium (Benefit)	Employee % of Single Monthly Premium Rate	Employee % of Family Monthly Premium Rate	1/2 of single ded.	1/2 of family ded.	
43	Dean Health	1,108.14	2,726.96	298.62	809.52	737.84	1,989.12	26.95%	29.69%	149.31	368.92	
44	GHC - Neighbors	1,057.08	2,599.32	247.56	809.52	610.20	1,989.12	23.42%	31.14%	123.78	305.10	
45	Medical Associates	882.56	2,163.02	73.04	809.52	173.90	1,989.12	8.28%	37.43%	36.52	86.95	
46	Quartz Central	1,254.52	3,092.92	445.00	809.52	1,103.80	1,989.12	35.47%	26.17%	222.50	551.90	
47	GHC - Dane Choice	820.96	2,009.02	11.44	809.52	19.90	1,989.12	1.39%	40.29%	5.72	9.95	
48	Quartz UW	851.86	2,086.26	42.34	809.52	97.14	1,989.12	4.97%	38.80%	21.17	48.57	
49	SMP	1,011.90	2,486.40	202.38	809.52	497.28	1,989.12	20.00%	32.56%	101.19	248.64	
50	**Total EE Annual Increase/Decrease over 2025								\$241.04	\$225.04		
51	**Includes annual premium increase/decrease plus additional OOP expense minus High Deductible Plan's deductible (\$1700 and \$3400)											
52												

	A	B	C	D	E	F	G	H	I	J	K	L
1									Prepared July/Aug 2025 AL			
2				2026 Health Insurance Rates - Low Deductible Plan								
3												
4	2026 - 77% of the SMP											
5												
6	LOW DEDUCTIBLE PLAN - \$500 single plan & \$1,000 family plan											
7												
8				Iowa County								
9				Compare 2026 (77% of Average) and 2025 Adopted Monthly Health Insurance Rates								
10												
11	Please Note: SMP for 2026											
12												
13	Plan	2025 Single Plan Monthly Premium	2026 Projected Single Plan Monthly Premium	Amount of Increase	% of Increase		2025 Family Plan Monthly Premium	2026 Projected Family Plan Monthly Premium	Amount of Increase	% of Increase		
14	SMP	1,043.18	1,159.86				2,565.72	2,856.32				
15												
16	Average Cost of the Qualified Plans for Iowa County	1,043.18	1,159.86	116.68	11.2%		2,565.72	2,856.32	290.60	11.3%		
17												
18	Monthly County Contribution 75% based on average premiums of the qualified plans for 2025 & 77% on Average of plans for 2026	782.39	893.09	110.70	14.1%		1,924.29	2,199.37	275.08	14.3%		
19												
20	Current # of Plans for the August 2025 Health Insurance Invoice:			30					70			
21												
22	Projected Increase County Cost per Month for Employees			3,321.00					19,255.60			
23												
24	Total Projected Increase in Annual 2026 County Cost - EE's other than Sheriff			39,852.00					231,067.20	\$ 270,919.20		
25	Total Projected Increase in Annual 2026 County Cost - Sheriff Department			11,901.60					56,318.28	\$ 68,219.88		
26												
27	Total Projected Increase in Annual 2026 County Cost									\$ 339,139.08		
28												
29				All	Sheriff		Difference					
30				40	10		30					
31		Single		89	19		70					
32		Family		129	29		100					
33												
34												
35	Iowa County contributes 77% of the average premium cost of qualified plans.											
36	These rates apply to all Full-Time Employees. Rates for Part-Time Employees are pro-rated.											
37	LOW DEDUCTIBLE PLAN - \$500 Single Plan and \$1,000 Family Plan											
38												
39	Plan	Single Monthly Premium	Family Monthly Premium	Employee Share Single Plan Monthly Premium (Deduction)	Employee Share Single Monthly Premium (Benefit)	Employee Share Family Plan Monthly Premium (Deduction)	Employee Share Family Monthly Premium (Benefit)	Employee % of Single Monthly Premium Rate	Employee % of Family Monthly Premium Rate	1/2 of single ded.	1/2 of family ded.	
40	Dean Health	1,269.20	3,129.62	376.11	893.09	930.25	2,199.37	29.63%	29.72%	188.06	465.13	
41	GHC - Neighbors	1,211.20	2,984.62	318.11	893.09	785.25	2,199.37	26.26%	26.31%	159.06	392.63	
42	Medical Associates	1,012.98	2,489.08	119.89	893.09	289.71	2,199.37	11.84%	11.64%	59.95	144.86	
43	Quartz Central	1,435.46	3,545.28	542.37	893.09	1,345.91	2,199.37	37.78%	37.96%	271.19	672.96	
44	GHC - Dane Choice	943.02	2,314.18	49.93	893.09	114.81	2,199.37	5.29%	4.96%	24.97	57.41	
45	Quartz UW	978.10	2,401.88	85.01	893.09	202.51	2,199.37	8.69%	8.43%	42.51	101.26	
46	SMP	1,159.86	2,856.32	266.77	893.09	656.95	2,199.37	23.00%	23.00%	133.39	328.48	
47	**Total EE Annual Increase/Decrease over 2025							\$3.24	\$14.76			
48	**Includes annual premium increase/decrease											
49												
50												
51					119.89	289.71						

AGENDA ITEM COVER SHEET

Title:Discussions on 2026 Wage Structure Adjustments

☐ Original

☒ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

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

With having a Pay Structure - it is important to maintain the structure to make sure accurate compensation is being provided.

Each year Cottingham and Butler Total Rewards Consulting, formerly known as Carlson Dettmann Consulting does a Upper Midwest Market Survey to gauge what private sector employers and public sector employers are projecting up the upcoming year. At this time, the Survey has not been received.

Iowa County Employee Relations Director did reach out to Cottingham and Butler Total Rewards Consulting on their recommendation to maintain market and the 50-75% blend. Wisconsin Public Sector Structure Adjustment Projections for 2026 are 2.7%.

Total Rewards Consulting would recommend a 2.75% adjustment to the structure to maintain market and 50-75% blend.

RECOMMENDATIONS (IF ANY):

Adjusting/increasing wage structure by 3%

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Resolution

FISCAL IMPACT:

3% = \$310,927.75 with fringe benefits

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

STAFF PRESENTATION?:

☐ Yes

☒ No

How much time is needed? _____

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:

RESOLUTION NO.

TO THE HONRABLE IOWA COUNTY BOARD OF SUPERVISORS:

WHEREAS, Iowa County Board of Supervisors adopted an updated classification and compensation pay plan (resolution no 6-0423) for non-represented employees in April of 2023; and

WHEREAS, Iowa County Board of Supervisors are committed to annually monitoring and updating pay plan structure to maintain current market wages, and

WHEREAS, Iowa County Administration has received market index information and recommendation from Cottingham & Butler Total Rewards Consulting formerly known as Carlson Dettmann Consulting.

NOW THEREFORE, BE IT RESOLVED, that the General Government Committee recommends to the Iowa County Board of Supervisors to adjust the classification and compensation pay plan structure (Step 1 – Step 6 and Maximum) by 3.0%, effective January 1, 2026.

BE IT FURTHER RESOLVED, that Iowa County employees' that are currently on Step 1 – Step 6 and Maximum receive the adjustment to the pay structure on January 1, 2026.

Dated this 4th day of September 2025

Respectfully submitted by the Iowa County General Government Committee

LEGAL SERVICES AGREEMENT

This AGREEMENT is dated as of the 12 day of October 2023, by and between Iowa County (hereinafter called "County"), and Morzenti Law Office, LLC, owned and operated by Attorney David C. Morzenti (hereinafter referred to as DCM), collectively referred to as the "Parties." The Parties, County and DCM, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. SCOPE OF WORK.

- 1.1 Consistent and in accordance with any and all applicable laws, statutes, rules, regulations, ordinances, policies, and resolutions, DCM shall provide professional legal services to the County, in the role of Corporation Counsel, to include professional legal services related to the following specific responsibilities and subject-matter: prosecution and defense of civil actions; advising the County Board with respect to parliamentary procedures and legal cases; advising the County Administrator on a wide range of legal issues; ordinance and policy drafting and review; reviewing contract proposals; contract negotiations; matters affecting County-owned real property; public records and public meetings; and similar matters that traditionally fall within the purview of the Corporation Counsel.
- 1.2 DCM will not be responsible for certain specific matters, to include: any matters that fall under the purview of the District Attorney; any matters covered by legal representation provided by the County's liability insurance company; Child Support matters; matters arising under Chapters 51, 54, and 55 of the Wisconsin Statutes; certain Human Resources matters that are handled by a designated outside counsel; and certain litigation matters that are handled by designated outside counsel.
- 1.3 Additionally, if during the term of this Agreement, a Corporation Counsel matter develops that is outside the subject-matter expertise of DCM, the County Administrator and DCM will discuss the matter to determine if it is necessary for the County to obtain outside counsel for the matter.

Article 2. CONTRACT TERM AND TIMES.

- 2.1 DCM shall begin providing legal services to the County under this Agreement as soon as the Agreement is executed by both Parties. The date of the last, or most recent, signature on this Agreement shall be known as the effective date of the Agreement. The Contract term shall be for an initial period beginning on the effective date of this Agreement and ending on December 31, 2025, unless sooner terminated by the Parties as described herein. The Contract shall be automatically extended from the end date of December 31, 2025, for one-year increments, unless notice of termination is provided consistent with Subparagraph 2.2.
- 2.2 This Agreement may be terminated, by either Party, upon advance written notice to the other Party, at least 90 days prior to the end date or the anniversary of each one-year

extension. The Agreement may be terminated for cause, at any time, with cause being defined as a substantial and persistent failure to competently carry out the duties of the Corporation Counsel. Furthermore, the failure of DCM to remain a lawyer in good standing with the State Bar of Wisconsin is also grounds for termination.

Article 3. CONTRACT PRICE.

- 3.1 County shall pay DCM at the hourly rate of \$165.00 per hour, billed in "6 minute" or "one-tenth hour" increments. It is anticipated that legal services provided under this agreement will average approximately 15 hours per week, and the exact amount will be totaled and billed monthly to the County. The guaranteed monthly contract minimum shall be equivalent to 20 hours of work, should the County not require professional legal services from DCM that exceeds 20 hours in any given month.
- 3.2 In addition to the hourly rate compensation contained in Subparagraph 3.1, DCM shall be reimbursed for direct and necessary expenses related to representation of the County, such as witness deposition costs, court filing fees, reasonable travel expenses related to travel directed by the County, and similar costs. Reasonable travel-related expenses will be of the same type and rate of reimbursement as for County employees.
- 3.3 DCM shall be responsible for all overhead and expenses of his law office, to include expenses such as rent, Continuing Legal Education expenses, Professional Liability Insurance, bar licensure dues, and similar overhead expenses. DCM shall reimburse any attorney who acts on his behalf, and DCM shall provide for and pay any support or clerical staff working for his law office.
- 3.4 If DCM hires or contracts for any paralegal, clerical, or administrative support staff to perform work on his behalf under this contract, the contract will be amended by the Parties to include a provision for the appropriate rate of reimbursement for such work.

Article 4. PAYMENT AND INVOICING PROCEDURES.

Invoicing by DCM shall be made monthly, to be promptly submitted to the County, normally within fourteen days of the last day of the preceding month. Invoices shall include an itemized breakdown of costs with separate lines for labor and reimbursable expenses, in addition to the total cost.

Invoices shall be sent to:

Iowa County Administrator
222 N. Iowa Street
Dodgeville, WI 53533
(608) 935-0318

DCM will provide the County with all of the information necessary to facilitate payments under this Contract, to include an IRS Form W-9, and bank account information.

Article 5. INSURANCE AND INDEMNIFICATION.

- 5.1 Insurance. DCM shall at all times during the term of this Agreement keep in full force and effect appropriate Professional Liability Insurance, as required by Wisconsin Supreme Court Rules, issued by a company or companies authorized to do business in the State of Wisconsin. DCM shall furnish satisfactory proof of insurance to the County upon request and shall give the County a minimum of ten (10) days advance written notice of cancellation or nonrenewal of such coverage.
- 5.2. Indemnification. County and DCM agree that, as related to this Agreement, any loss or expense (including costs and attorney fees) by reason of liability imposed by law, will be charged to the party responsible for the officer, employee, or agent whose acts or omissions caused the loss or expense, subject to any applicable statutory limitations on such liability.

Article 6. DCM'S REPRESENTATIONS.

As part of DCM's Proposal for Professional Legal Service, DCM makes the following representations:

- 6.1 DCM is familiar with the duties and responsibilities of the Iowa County Corporation Counsel, and DCM is able to competently and effectively serve in this capacity.
- 6.2 DCM is a member in good standing of the Wisconsin State Bar, State Bar number 1037978. A Certificate of Good Standing can be provided upon request, any change in this status will be immediately reported to the County.
- 6.3 Morzenti Law Office, LLC, is properly organized under Chapter 183 of the Wisconsin Statutes. Morzenti Law Office, LLC, is a single-member LLC, owned and operated by Attorney David C. Morzenti and currently has no other employees. Morzenti Law Office, LLC, is an Iowa County business; it is a minority-owned business; and it is a disabled veteran-owned business. David C. Morzenti will be the attorney performing the work for the County under this Agreement, and this is not anticipated to change.

Article 7. CONTRACT DOCUMENTS.

The Contract Documents, which comprise the entire agreement between County and DCM concerning the Scope of Work, consist of the following:

- 7.1 This Agreement; five (5) pages inclusive.

There are no Contract Documents other than those listed above in this Article 7. The Contract Documents may only be amended, modified or supplemented if agreed to, in writing, by both County and DCM.

Article 8. MISCELLANEOUS

- 8.1 County and DCM each binds itself, its partners, successors, assigns, and legal representatives to the other Party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements and obligations contained in this agreement and associated Contract Documents.
- 8.2 Morzenti Law Office, LLC, is single member LLC organized under Chapter 183 of the Wisconsin Statutes. Wisconsin Supreme Court Rules of Professional Conduct for Attorneys (SCR) Chapter 20, Rule 5.7 (SCR 20:5.7) requires a limited liability legal practice to provide a written plain-English summary of the law under which it is organized to clients and potential clients. Chapter 183 of the Wisconsin Statutes provides that the debts, obligations and liabilities of an LLC, whether arising in contract, tort or otherwise, shall be solely the responsibility of the LLC. However, being organized as an LLC does not relieve a lawyer or law firm which is organized as an LLC from personal liability for any acts, errors or omissions of the lawyer arising out of the performance of professional services.
- 8.3 Choice of Law. In the event of any disagreement or controversy between the Parties, Wisconsin law shall be controlling. Venue for any formal legal proceedings shall be in the Iowa County Circuit Court.
- 8.4 Entire Agreement. The entire agreement of the parties is contained within this Agreement, which includes the documents listed in Paragraph 7 that are incorporated by reference, and this Agreement supersedes any and all oral agreements and negotiations between the parties relating to the subject matter of this Agreement.
- 8.5 Signatory Authority. The individuals signing this Agreement acknowledge that they have authority to bind the parties to the terms and conditions of this Agreement.
- 8.6 Subcontracting. This Agreement is intended to be solely between the Parties and for their benefit. If DCM intends to meet its obligations under this Agreement through a subcontract or representation agreement with another entity, DCM shall first obtain the written permission of the County; and DCM shall ensure that it requires of its subcontractors compliance with all obligations under this Agreement. Nothing in this provision shall limit or prevent a representational agreement between DCM and another entity or law firm with respect to law practice succession planning.
- 8.7 Severability. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the validity of any other provisions, and this Agreement shall be enforceable as though the invalid or unenforceable provisions were omitted.
- 8.8 Modification. This Agreement may only be amended, modified or supplemented if agreed to, in writing, by both County and DCM.

- 8.9 No Employer-Employee Relationship. Nothing in the Agreement shall be construed as creating an employer-employee relationship between County and/or its employees and DCM. This Agreement does create a client-lawyer relationship between County and DCM.

IN WITNESS WHEREOF, County and DCM have signed this Agreement. All portions of the Contract Documents have been signed, initialed, or identified by County and DCM.

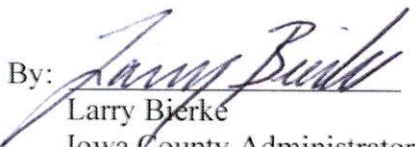
This Agreement will be effective on the date identified in the first paragraph of this Agreement, which is the last date, or most recent date, following the signatures of both Parties identified below.

Iowa County:

Morzenti Law Office, LLC:

Iowa County
222 N. Iowa Street
Dodgeville, WI 53533
(608) 935-0318

Morzenti Law Office, LLC
1348 Spring Valley Road
Highland, WI 53543
(608) 646-0211

By:  10/12/23
Larry Bierke date
Iowa County Administrator

By:  10/24/2023
David C. Morzenti date
Owner
WI Bar #1037978

EFFECTIVE DATE
1/1/2024

County Administrator Recruitment Services

Proposal by Public Administration Associates, LLC

Prepared for Iowa County, Wisconsin



Prepared by:

David Bretl

Public Administration Associates, LLC

August 26, 2025



**Public Administration
Associates, LLC**

August 26, 2025

John Meyers, Chairperson
Iowa County Board
222 N. Iowa Street
Dodgeville, WI 53533

Dear Chairperson Meyers:

Thank you for the opportunity to submit our proposal for Iowa County's upcoming County Administrator search. Public Administration Associates, LLC (PAA) has been serving local governments since 1998. Our team of experienced local government professionals is prepared to bring value to Iowa County during this important transition.

If selected, Scott Mittelstadt and I will serve as your project team with support from your new interim Administrator, Jon Hochkammer. I most recently served as County Administrator and Corporation Counsel for Walworth County for nearly two decades and have led county recruitments for PAA for the past six years. Scott retired after a distinguished career in law enforcement, concluding as Dodge County's Chief Deputy. He is also trained in assessing emotional intelligence, a key predictor of leadership success. As an option within this proposal, we are pleased to offer Iowa County the opportunity to conduct emotional intelligence assessments on up to four finalists—one of several ways you may tailor the recruitment process to your needs. Jon brings more than forty years of experience in county, state, and municipal government. We want to make it clear that we will not bill you twice for any work that Jon performs on the recruitment. The hours that Jon works for you as an interim will be devoted to county business, other than the recruitment.

PAA specializes in executive recruitment and interim management for public sector organizations. In the past four years, we have successfully recruited County Administrators in Waushara, Sawyer, Dodge, Green Lake, Richland, Trempealeau, Oconto, Chippewa, Eau Claire, and Grant Counties. In addition, we recruit for numerous municipalities each year and maintain close contact with a wide pool of qualified candidates across Wisconsin and the Midwest. Few firms can match our depth of experience in Wisconsin county government.

Attachment 1 provides background on our firm and the consultants assigned to your project. Attachment 2 outlines our proposal and methodology. Attachment 3 includes a summary of milestone dates and pricing options. Attachment 4 is a draft services agreement. Information about the emotional intelligence service we provide is set forth in Attachment 5.

Our pricing compares favorably to competitors and is presented with full transparency—"what you see is what you get." To help control costs, we include several options within the proposal. Except for limited circumstances, our agreement sets forth a single project cost; you will not receive separate invoices for expenses such as advertising, consultant travel, or lodging. Should the initial recruitment be unsuccessful, we will continue the search until it is completed. In such cases, Iowa County will only be responsible for actual recruitment costs (advertising, background checks, and emotional intelligence assessments), as we waive our professional fees for subsequent searches.

David Bretl

414-350-3328

dbretl@public-administration.com

1155 W. South Street
Whitewater, WI 53190

We appreciate your consideration of this proposal and will hold our pricing for 45 days. Please feel free to contact me directly at (414) 350-3328 with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "David A. Bretl".

David A. Bretl
Chief Executive Officer
Public Administration Associates, LLC



1.

About Public Administration Associates

Firm Contact

David Bretl

T: 414-350-3328

E: dbretl@public-administration.com

Name

Public Administration Associates, LLC
1155 W. South Street Whitewater, WI
53190

<http://public-administration.com/>

Year Established

1998

We are a consulting firm specializing in local government. Founded in 1998, its current owners, Kevin Brunner, Dave Bretl, Shawn Murphy and Sue McDade are former county and municipal administrators and understand the challenges of local government. PAA is based in Whitewater, Wisconsin. PAA is recognized among the most trusted, skilled, and effective local government consultants in Wisconsin. Our consultants are highly skilled professionals who get the job done through diligence, unparalleled commitment to the highest standards of client service, and efficient use of client's time and resources. It is a reputation earned from decades of public sector management.

PAA SERVICES

Executive Recruitment

Assisting municipalities in the recruitment and selection of management personnel including managers, administrators and department/division heads.

Public Safety Studies

Studying Fire/EMS and police operations to help communities achieve sustainable and effective public safety operations. Assist communities in negotiating the merger of public safety operations and transfer of services.

Organization & Management Studies

Analyzing municipal organizations, operations, and management structure and procedures using best practice standards. Specializing in organizational assessments, public works, and public safety.

Interim Management Services

Providing skilled and experienced administrators on a full-time or part-time basis for a limited period of time.

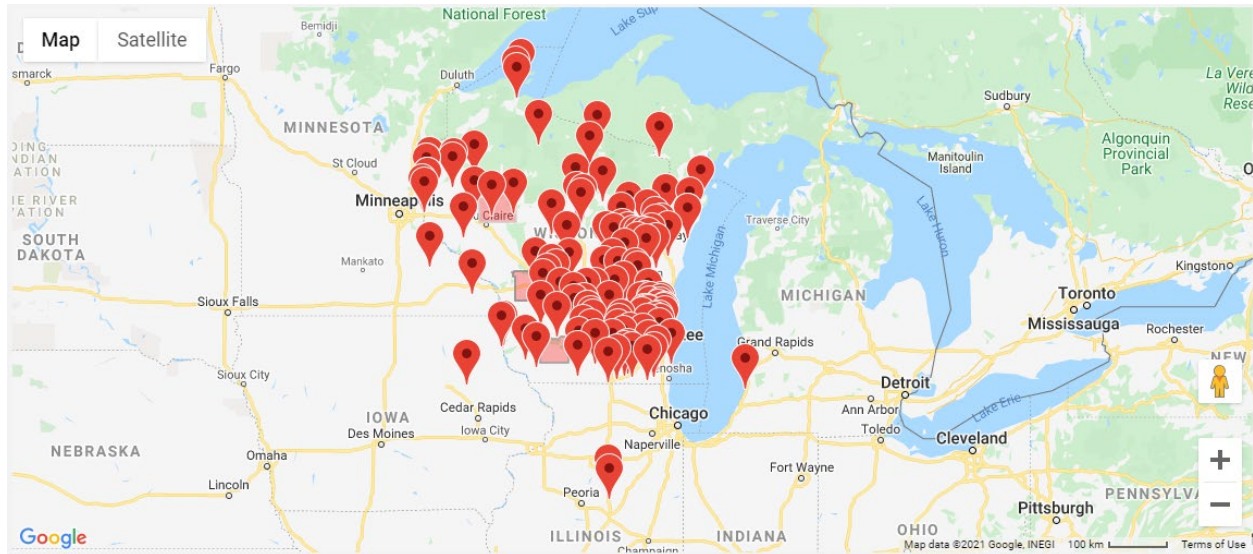
Strategic Planning & Implementation Services

Performing community needs assessments, preparation of plans, strategies for implementation of community plans, site planning/development review assistance, and assisting communities in development of boundary agreements and cooperative plans.

Classification & Compensation Studies

Analyzing and developing of classification and compensation plans using internal and external equity standards.

PAA Municipal Clients



The number beside the municipality name is the number of times PAA has assisted the municipality. State of Wisconsin unless otherwise noted. View the [interactive map](#) on our website for the work that we have performed for these communities.

Cities	Fond du Lac	Middleton (2)	Ripon
Abbotsford (2)	Fort Atkinson (2)	Milton	Shawano (4)
Adams (2)	Fox Lake (3)	Mineral Point	South Haven, MI
Algoma	Geneseo, IL	Minonk, IL (3)	St. Croix Falls
Antigo (3)	Glendale	Monona (3)	St. Francis
Ashland (2)	Hartford	Monroe (2)	Sturgeon Bay (5)
Baraboo (2)	Hillsboro (3)	New Holstein	Thorp
Berlin (2)	Horicon (2)	New Lisbon	Tomah (2)
Brillion	Hudson	New London (3)	Verona (3)
Chilton (2)	Independence, IA	Niagara	Washburn (2)
Chippewa Falls (2)	Jefferson (5)	Oak Park Heights, MN	Waukesha
Clintonville (2)	Kewaunee (3)	Oconto (2)	Waupaca
Columbus(4)	Lake Elmo, MN	Omro	Waupun
Crystal River, FL	Lake Geneva (2)	Park Falls (2)	Wautoma
Cudahy(2)	Lancaster (4)	Pine Island, MN	Wauwatosa (2)
Delavan (2)	Marinette (2)	Platteville (5)	Weyauwega (3)
DePere (3)	Marquette, IA	Prairie du Chien (2)	Whitewater (3)
Durand (3)	Marshfield (2)	Princeton (2)	
Eagle River	Mauston (3)	Port Washington	Villages
East Dubuque, IL	Menominee, MI	Racine	Ashwaubenon
Elkhorn	Menomonie (2)	Reedsburg (2)	Bayside (3)
El Paso, IL	Mequon	Rhineland	Bellevue (2)
Elroy (3)	Menasha	Rice Lake	Belleville (4)
Evansville (3)	Merrill	Richland Center	Bonduel

Caledonia
Clinton (2)
Colfax
Cross Plains (2)
Darien
Deerfield
DeForest (2)
Denmark (2)
East Troy
Edgar
Egg Harbor (2)
Elkhart Lake
Elm Grove
Ephraim
Fox Point (2)
Germantown
Grafton (2)
Greendale (2)
Greenville
Hales Corners
Hammond
Hartland (3)
Howard (3)
Johnson Creek (3)
Kewaskum
Little Chute (4)
Lodi (3)
Marshall (2)

Maple Bluff
McFarland (2)
Merton
New Glarus (5)
North Fond du Lac (3)
Oregon (2)
Osceola (3)
Paddock Lake (2)
Palmyra
Pardeeville
Pewaukee
Port Edwards
Prairie du Sac
Pulaski
Rothschild
Salem Lakes
Sherwood
Shorewood Hills
Slinger (2)
Somerset
Spring Green
Suamico (3)
Stanley
Sussex
Thiensville (2)
Turtle Lake
Twin Lakes (2)
Union Grove (2)

Waterford
Waunakee
W. Milwaukee (3)
Williams Bay (4)
Wind Point (2)
Winneconne (4)
Whitefish Bay (3)
Wrightstown (3)

Towns
Algoma (3)
Beloit
Buchanan (5)
Cedarburg (2)
Clayton
Empire
Fox Crossing (Menasha)
(4)
Gibraltar (2)
Grand Chute (3)
Greenville (2)
La Pointe (3)
Lawrence (2)
Ledgeview
Linn (2)
Lisbon
Oconto
Osceola

Rib Mountain
Richfield (2)
Sevastopol
Weston
Washington Island

Counties

Ashland
Chippewa (3)
Dodge (2)
Door
Grant (2)
Green Lake
Iowa
Monroe
Oconto (2)
Polk (3)
Price
Sauk
Sawyer
Shawano
Trempealeau
Wabasha, MN (2)
Washburn(2)
Waushara

YOUR PROJECT TEAM

If selected, two PAA consultants would work on your recruitment, with support from your interim County Administrator. Biographical information follows.

DAVID BRETL

CEO/Owner

David Bretl has served governments in Wisconsin for over thirty years.



He retired in 2020 from his position as County Administrator and Corporation Counsel for Walworth County, a combined position he held since 2003. He began working as a consultant for PAA in 2018 and joined as a shareholder in 2020. During his eighteen years at Walworth County, Dave was involved in the two board downsizings, the replacement of most of the County's facilities and the consolidation of six departments. Dave helped organize and moderated the county's Intergovernmental Cooperation Council (a collaborative effort among municipal, county and town governments (Walworth County Economic Development Alliance, Inc.). In 2005 he helped organize a county-wide private-public economic development initiative, WCEDA (Walworth County Economic Development Alliance, Inc.). Dave left Walworth County free of any general obligation debt. The County remains debt free to this date. At PAA Dave has specialized in county projects, including serving as interim administrative coordinator for Sauk County in 2020. He served two stints as the interim village administrator for Williams Bay, Wisconsin, interim village administrator for Salem Lakes, Wisconsin and interim town administrator for Linn, Wisconsin. Dave earned a Master's Degree in Public Administration and a Law Degree from the University of Wisconsin-Madison.

JON HOCHKAMMER *Associate*

Jon Hochkammer has over forty years of public sector experience in Wisconsin.



He retired from his twenty-one-year employment with the Wisconsin Counties employed with the WCA, Jon served as Director of Insurance Operations, Legislative Director and Outreach Manager. He was elected Wisconsin State Senate Sergeant-at-Arms in 1994 and held that position for eight years during which he also served as President of the National Association of Legislative Services and Security Association. Jon gained extensive first-hand experience working at the local, state and federal level through these employment opportunities.

Jon has twenty-nine years of local elected experience. He was elected to the Manitowoc County Board of Supervisors in 1984. He served for eight years including serving as its board chairperson/administrative coordinator. He was elected to the Verona City Council in 1997 including serving as Mayor from 2006 - 2018. Jon was President of the Dane County

SCOTT MITTELSTADT

Associate

Scott Mittelstadt is the owner and founder of Cultural Reconstruction, LLC, a consulting firm which specializes in law enforcement studies and training.



Scott retired from law enforcement after more than 28 years of service in both a municipality and county. Scott has 21 years in formal leadership positions and finished his career with five years as Chief Deputy of the Dodge County Sheriff's Office.

Scott spent over 22 years working for the Sheboygan Police Department from 1994-2017. During that time, he held various positions acquiring broad experience in most areas of policing. He supervised patrol, field training officers, K-9 officers, street crimes unit, school resource officers and detectives.

Scott has training and experience in community-oriented policing and problem-oriented policing. He has been involved in the development and implementation of a variety of successful problem-oriented policing projects. He also assisted in transitioning the agency to a neighborhood focused, community-oriented policing strategy.

Scott earned a master's degree from UW-Oshkosh in Public Administration in 2013. He attended the Administrative Officers Course in 2012 at the Southern Police Institute, University of Louisville, Kentucky. He also graduated from the Executive Development Institute, Fox Valley Technical College in 2008.

For over 10 years Scott has been a certified instructor for Leadership in Police Organizations, a three-week behavioral science approach to leadership developed by the International Association of Chiefs of Police. Scott has helped train hundreds of Wisconsin law enforcement professionals in leadership, including topics such as human bias, fair and impartial policing, police legitimacy, and procedural justice.

Scott continues to be involved in this training and others through his business, Cultural Reconstruction LLC. He recently became an instructor for the Southern Police Institute for Organizational Leadership and Problem Solving as well as Performance Management-Budget to Operations.

Jon is a member of the Leadership Wisconsin Board of Directors. He is President of the Friends of the Dane County Bookmobile Board and chairs the Dane County Area Agency on Aging Access Committee. Prior service with Dane County includes the following boards: Area Agency on Aging Board (Chair), Specialized Transportation Commission, Human Services Board, and Library Board (Chair).

3. METHODOLOGY

PAA proposes to conduct this recruitment for a cost of \$23,750. Options, explained below can reduce this to \$21,050. Our proposed methodology for the recruitment is as follows:

1. Kick off meeting with the selection committee and appropriate staff

What we do: This meeting ensures a "meeting of minds" regarding the overall recruitment methodology, including the schedule and key milestones. It also helps PAA prepare documents for the recruitment. During this meeting, we will explore the characteristics you seek in the next County Administrator. We will review the relevant ordinances and job description with you, prepare revisions if needed, and seek your input on the position profile, which will be a key document in our recruitment process. We will also discuss your salary expectations for the position and key terms of an employment contract if you choose to have one.

Options: PAA will conduct this meeting on-site. It is possible to conduct this meeting remotely. If PAA attends this meeting remotely, we will deduct \$400 from the \$23,750 contract amount.

Timing: We have included dates in this proposal to give you a sense of the timing of the recruitment. Actual dates are determined by the County and are subject to consultant availability. Strictly for illustration we will assume a contract with PAA is approved in late August and we will hold this meeting on September 9. You may delay or speed up the start date of our engagement as necessary based on availability of County personnel and your recruitment goals.

2. Approval of recruiting documents and/advertising plan

What we do: PAA will meet with you in Dodgeville. The purpose of this meeting is to obtain your final approval of the recruitment schedule, position description, position profile and advertising plan (the documents we prepared in step 1.) We will discuss with you and learn your preferences as to what separates an ideal or highly qualified candidate from one which simply meets the minimum qualifications for the position. This will be important to help PAA and the County focus attention on the most viable candidates. We would like to lock in dates for the rest of the recruitment at this meeting. This will reduce the chances of a candidate not being able to attend the final assessment. This would be an in-person meeting unless you choose virtual (See below).

Timing: If the kick-off meeting is held on September 9,, we can hold this meeting (approval of recruiting documents) on September 23. We can start placing ads the next day.

Options: It is possible to conduct this meeting remotely. If you want to hold this meeting remotely, PAA will deduct \$400 from the \$23,750 contract amount.

3. Application period is open

What we do: During the application period, PAA will be encouraging candidates to apply and responding to applicant inquiries. We will conduct recorded Zoom interviews with candidates who we deem most qualified for the position and conduct reference reports on those candidates which will be shared with the Selection Committee.

Timing: If the position is posted on September 24, we recommend that the recruitment period be open until October 24.

4. Candidate Report

What we do: PAA will furnish the Selection Committee with a confidential candidate report that will provide a summary of all applicants for the position classified as "Well-qualified," "Qualified" and "Not Qualified." We will conduct recorded Zoom interviews candidates that meet the minimum requirements for the position which will be shared with you. Our report will also identify our recommendation of finalists for the position and rationale for selection. If you prefer a virtual candidate presentation we can coordinate that with the candidates, as well.

Timing: If the recruitment closes on October 25 we can furnish this report to the County by October 31.

5. Selection offinalists.

What we do: We will meet with the Selection Committee in closed session to discuss the candidate report described above. This is the opportunity for the Selection Committee to review PAA's recommendations of the candidates and select finalists. PAA will seek input into final interview questions and discuss the parameters of reimbursement of candidate travel and lodging expenses (if any are to be provided). Details of the final candidate assessment will be discussed and approved. PAA will work with the Committee and HR staff to formulate interview questions.

Timing: If the recruitment closes on October 24, we can conduct the finalist selection meeting as early as November 4.

6. Assessment

What we do: Finalists will be invited to Dodgeville to participate in an assessment. PAA facilitates this process and works with the Selection Committee. PAA will facilitate up to a 2 day assessment center at the option of the County.

Options: Each client approaches the assessment differently. We would suggest, at a minimum, a tour of County facilities, a meeting with the Selection Committee, a meeting with the County's management team, a writing exercise and meet and greet. PAA works with the County to develop interview questions and exercises. At the County's option PAA will conduct an emotional intelligence assessment with up to five final candidates. If you don't want the emotional intelligence assessment we will deduct \$1,900 from the recruitment.

Timing: Assuming finalists are selected by November 4, the assessment could take place as early as November 13 and 14.

7. Contract negotiation

What we do: Normally, PAA receives instructions from the client and negotiates an employment agreement for review and approval by the Board. We will work with your County Attorney or outside employment attorney. PAA does not provide legal services so review of the contract by the County's attorney is essential. If this position does not work under a contract we can present your employment offer to the candidate.

Timing: Assuming a finalist is selected on November 14, it should be possible to complete a contract assuming "a meeting of the minds" by November 20.

8. Confirmation

Assuming a contract is successfully negotiated the Board could hold a special meeting as early as November 25 to confirm the candidate as the next Administrator. PAA would not attend that meeting in person but would be available via Zoom if requested by the County. Confirmation is typically contingent upon a background check that is acceptable to the County as well as physical or psychological exams that the County might require and/or drug testing. PAA conducts reference, credit, educational and criminal background checks on your final candidate. Additional checks and testing beyond that (if desired by the County) is the financial responsibility of the County.

9. Start date of new Administrator

An employed candidate will typically require a minimum of thirty-days notice to leave his or her employer in a professional manner. The County Board's meeting schedule, as well as time it takes the candidate to complete any drug screen or additional background checks you might require, will start that clock running. A candidate is not likely to resign his or her employment until a contract is approved and all contingencies have been resolved. Many clients are surprised by the time it takes to get a new Administrator on board.

A consultant can tell you what you want to hear, but a minimum of 60-70 days are baked into the process in a normal recruitment (advertising, background check and candidate notice). We would be happy to discuss a different timetable, but we believe the one we outlined gives you the best chance of success. Given the importance of this decision to the County, finding the right fit for a long-term relationship with your next Administrator needs to be the primary goal.

3. SUMMARY OF PROPOSED SCHEDULE AND COST OPTIONS

SUMMARY OF PROPOSED RECRUITMENT SCHEDULE

Dates are shown for illustration purposes and are dependent upon approval of a contract with PAA as well as County scheduling preferences and consultant availability. The following schedule shows an award of contract in late August and a meeting with the County Selection Committee (kick-off meeting) on September 9.

Date	Activity
September 9	Kick-off meeting
September 23	Approval of recruitment documents
September 24	Recruitment opens
October 24	Recruitment closes
October 31	Selection of the finalist report provided to the County
November 4	Selection of finalists meeting
November 13/14	Assessment section and candidate selection
November 17-20	Contract negotiations
November 25	Confirmation by the board
Late December/ Early January	Likely start date for the new County Administrator

SUMMARY OF PROPOSED COSTS

PAA will conduct this recruitment for \$23,750 to \$21,050 depending upon options selected by the County.

Cost of recruitment	\$23,750
Virtual kick-off meeting (Deduct \$400 if this meeting is virtual)	(\$400)
Virtual approval of documents meeting (Deduct \$400 if this meeting is virtual)	(\$400)
No emotional intelligence assessments Deduct \$1,900 if the County chooses not to conduct emotional intelligence evaluations	(\$1,900)
Cost of recruitment with all deductions selected	\$21,050



Emotional Intelligence &

Leadership

Return on your EQ-i® investment

The EQ-i® is the first scientifically validated Emotional Intelligence (EI) tool in the world. Great starting point, we agree...but your next question is likely, "but does it work?" More importantly, will the EQ-i really make a difference for your leaders? The proof is in the results, and we have the results to prove it.

Center for Creative Leadership (CCL) - *Global provider of executive education with an exclusive focus on leadership education and research*

- This study was conducted with the world-famous training center (CCL), and it looked at 302 leaders and senior managers, some who were quite successful and others who were struggling. They were tested for emotional intelligence with the EQ-i and were also measured on leadership performance based on feedback from superiors, peers and subordinates. The findings showed that eight emotional intelligence subscales ie: self-awareness, stress tolerance and empathy (to name a few), could predict high leadership performance 80% of the time. This information allowed CCL to better assess leadership potential and determine areas for development within their teams.

Telecom New Zealand Ltd - *New Zealand's National telecommunications provider*

- The company wanted to understand the relationship between EQ-i and leadership competencies to enhance training and coaching of leaders in their organization. They categorized 70 senior leaders into high, mid, and low performance groups and found that EQ-i scores accounted for 48 percent of what differentiated the high and low performing leaders. In other words, one-half of the skill set required for successful execution of this organization's leadership competencies is comprised of emotional and social skills.

Ontario Principals' Council (OPC) - *Professional association representing practicing principals and vice-principals in Ontario's publicly funded schools*

- A recent study using EQ-i was conducted among school administrators from nine Ontario school boards. Survey results showed that the leaders with higher EQ-i scores were also perceived by their peers to be the more successful administrators. Therefore, EQ-i scores were a significant predictor of successful school administration. The Council found the results so convincing that they created a curriculum for improving performance in the emotional and social skill areas that confer the highest competitive advantage to administrators.

INTRIGUED?

CALL OR EMAIL TO FIND OUT MORE

1-800-456-3003

Growyourbusiness@mhs.com

www.mhs.com



EQ-i 2.0™

assess. predict. perform.

 **MHS**

Services Agreement for County Administrator Recruitment

This Agreement is entered into as of this _____ day of _____, 2025 by and between Public Administration Associates, LLC, ("PAA") and Iowa, Wisconsin, ("County").

Whereas, County needs assistance with professional recruitment of a County Administrator; and

Whereas, PAA has expertise in professional recruitment;

Therefore, the parties agree as follows:

1. Services. At County's request, PAA will provide those services set forth in PAA's Proposal to Provide Executive Search Services (County Administrator) to Iowa County dated August 24, 2025 ("Proposal"), which is fully incorporated herein.

2. Term. PAA anticipates that this recruitment will take approximately fourteen weeks to complete, depending upon the availability of County officials to conduct key meetings.

3. Payment. For these services, the County will pay PAA the amount of \$23,750, less deductions for options chosen by the County. Payment shall be made as follows.

A. One-third of Recruitment Cost upon execution of this Agreement;

B. One-third of Recruitment Cost upon selection of the finalists for the position; and

C. One-third Recruitment Cost upon confirmation of the County Administrator by the County Board.

D. If County terminates this contract before the conclusion of services by PAA, County will immediately pay PAA for the next one-third of the Recruitment Cost. For example, if County has paid PAA one-third upon approval of this Agreement and terminates the contract prior to the selection of the finalist candidates, then the County will immediately pay PAA another one-third of the Recruitment Cost.

E. PAA may terminate this agreement at any time if County has not made payment within 45 days of invoicing.

F. Included in the Recruitment Cost are all fees for PAA's professional services, the cost of advertising, as well as consultant mileage, meals, lodging, and postage. The following expenses are not included in the above-stated price and are the responsibility of the County: Candidate travel and lodging if authorized by the County, final candidate physical or psychological exam or drug testing if required by the County. Our proposal includes the cost of one criminal background check and an educational attainment check. If additional background checks are required, PAA can perform them, but at additional cost to the County. County is responsible for all room rental charges (if a venue is required for the community meet and greet) as well as the cost of refreshments (if any are to be provided) for any portion of the

assessment activities. PAA will provide all documents electronically. If hard copies of documents are requested, PAA will charge twenty cents per page.

4. Professional Conduct. PAA will provide the services to County in a professional and business-like manner and will act in accordance with all Federal, State, and local laws, regulations, rules and ordinances. PAA will at all times endeavor to uphold and preserve the reputation of County.

5. Cooperation, Conduct and County Responsibilities. Similarly, County and its representatives will act and communicate at all times in a professional manner, will provide its full cooperation to PAA in PAA's search on behalf of County. County agrees to assist PAA in the distribution of electronic documents to County Board members and staff, furnish PAA with photographs (if available) and documents to assist in the preparation of recruitment materials, and coordinate meeting/testing rooms. County is responsible for properly noticing all meetings. PAA does not provide legal services. PAA will comply with all Federal, State, and local laws, regulations, rules, and ordinances, including anti-discrimination laws, regulations, rules, and ordinances.

6. Liability Insurance. PAA carries professional liability insurance with limits of \$1,000,000 per occurrence/\$1,000,000 aggregate.

7. Hold Harmless & Indemnity. To the extent permitted by law, County agrees to hold harmless, indemnify and defend PAA from any and all demands, claims, causes of action, and judgments brought by candidates or third parties against PAA and/or County for County's negligent or intentional conduct resulting in damages to a candidate or third party.

Similarly, PAA agrees to hold harmless, indemnify, and defend County from any and all demands, claims, causes of action, and judgments brought by candidates or third parties against PAA and/or County for PAA's negligent or intentional conduct resulting in damages to a candidate or third party.

8. PAA Guarantees: If the initial search is not successful, PAA will conduct an additional search until the County Administrator position is filled. If the candidate selected either resigns or is terminated for cause within the first twelve months of employment, PAA will conduct a new search. In either case, PAA will waive its consulting fee. County would be responsible for advertising costs and consultant mileage for subsequent searches.

9. Authorized Signatory. The person signing this contract on behalf of County warrants and represents that she/he/they have the authority to do so.

10. No Assignment. Neither party may assign this contract without the written consent of the other party.

11. Entire Agreement. This contract contains the entire agreement between the parties, and supersedes all prior discussions and negotiations between them. This contract may only be amended by a written contract signed by both parties.

12. Disclosure of Attorney. PAA discloses to County that one of PAA's members is an attorney; however, PAA will not provide County with legal advice. County must seek legal advice from its own counsel.

13. Governing Law. This agreement is governed by the laws of the State of Wisconsin.

Dated this ____ day of _____, 2025.

PUBLIC ADMINISTRATION ASSOCIATES, LLC

By _____
DAVID A BRETL, CEO

IOWA COUNTY

By _____
JOHN MEYERS, CHAIRMAN

ATTEST: _____



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The EQ-i® is the first scientifically validated Emotional Intelligence (EI) tool in the world. Great starting point, we agree...but your next question is likely, "But does it work?" More importantly, will the EQ-i really allow you to recruit better and secure successful candidates? The proof is in the results, and we have the results to prove it.

United States Air Force - USAF

- When looking at first-year turnover of recruiters, the USAF used the EQ-i to study the differences between successful and unsuccessful recruiters. Using their findings from the EQ-i, the USAF developed a pre-employment screening system that led to a 92% reduction in first-year turnover and resulted in \$2.7-million in training cost savings in the first year alone.

CIBC - Leading Canadian-based global financial institution

- The CIBC Global Private Banking and Trust team conducted a star performer study where their high and low performing sales associates were given the EQ-i assessment. The results showed conclusively that emotional intelligence skills can be directly associated with sales success. An individual's test scores accounted for 32 percent of his or her booked sales and 71 percent of pipeline sales. The two key driving EI skill-sets for success were: interpersonal skills and self-actualization. Based on these results, MHS came up with a powerful tool that CIBC now uses for both the selection of new personnel and in leadership development.

Large Collection Agency - (company name hidden for privacy reasons)

- The EQ-i was used at a large collection agency in order to assess the secrets to success in recovering client's money. The assessment was completed by their best collections agents as well as by their less successful co-workers. The more successful collection agents scored overall higher on the EQ-i. They had the highest scores in areas that you might guess would be important for conducting collections work; areas such as, stress tolerance, assertiveness, independence, optimism, and the right mix of empathy and impulse control. Further tracking was done, and over a six month period, it was found that the superior collectors brought in 100 percent of their quotas, compared with their less-successful peers, who languished at 47 percent. Also, the company started using a new system for selection of recruits that incorporated the EQ-i.

INTRIGUED?

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 **MHS**



Iowa County Administrator

Jon Hochkammer, Interim Administrator
222 North Iowa Street Phone: (608) 935-0318
Dodgeville, WI 53533

Interim County Administrator's Report

September 5, 2025

Meetings with Iowa County Board Supervisors: I am renewing my offer to meet with any Iowa County Board Supervisor desiring to discuss county issues with me. Please feel free to contact me to schedule a time to meet. I can be reached at jon.hochkammer@iowacounty.org or at (608) 935-0318. Thank you to the Supervisors who already touched base with me.

Meetings with Iowa County Department Heads: One-on-one meetings with all department heads began on August 26th. All but one of the Department Head meetings have been completed. The meetings have been very beneficial to me in getting to know the Department Heads better and provided me with greater knowledge as to how Iowa County functions. The County Board should be very proud of the professionalism and dedication of county employees.

County Committee Meetings: In the past two weeks I attended the Land Conservation Committee, Health and Human Services Committee, and the General Government Committee meetings. I also attended the Department Head meeting on August 25th. When not in meetings, I used the time to review files in the Administrator's office, meet with County Board Chairperson Meyers, and had numerous conversations with Jamie, Allison and Megan. I appreciate how helpful everyone has been to me.

2026 Budget Discussions: Although much work had already been completed on the 2026 Budget before I started, we continue to have conversations with county staff to ensure accuracy in projected revenues and expenses, and to address staffing and programming concerns. More information on the 2026 Budget will be available in the next few weeks. The positive news is that a balanced budget for 2026 appears to be attainable without too much pain this year, however we are aware that without new revenue sources in the future, challenging times are ahead of us. It is important that we make responsible decisions now that help the County in the future.

County Survey: I will be compiling the information from the surveys that were returned by County Board Supervisors and Department Heads. This information will be helpful as the County makes future decisions and moves forward with the recruitment of the next County Administrator. The survey results will be shared with the Board and County Department Heads. Thank you for participating in the survey.

Miscellaneous: On a daily basis I meet with County staff, respond to various e-mails, letters and phone calls related to Iowa County business.