

Sauk County, Wisconsin Corporation Counsel Annual Report

2017 Highlights: Please provide a summary of the most exciting accomplishments of your department from 2017.

- E-Filing
- work on GSST,
- assisted Health Department in their assumption of full agent status for state of Wisconsin, involved ordinance redrafting, contract review, enforcement.
- Ordinance revisions for CPZ and Health Dept.
- Tobacco-free ordinance for UW Campus
- Assisted with Third Party Solar
- Rules of the Board
- Assistance to ensure dog licensing is in compliance with state statutes
- Provided support to Ad Hoc Committee on Compensation, Structure, and Size
- Worked with CPZ, Public Health, and DHS on protocols for dealing with various violations and vulnerable persons
- Assisted in White Mound Park Building drafting of documents
- Attended Public Input Sessions throughout county
- Assisted with implementation of PACE ordinance, and accompanying agreement
- Assisted County Clerk with annexations
- Worked on contract and MOU language for UW Extension with Board of Regents
- Assisted County in considering joining Opioid lawsuit
- Office representative on Child Death Review Team, the Community Advisory Board for the Nurse Family Partnership Program, and Drug Endangered Children team
- Attended national conference for Drug Endangered Children Program, incorporating from that ideas to encourage more collaboration to move toward a fully-functioning team.
- Provided legal assistance and guidance as CASA program closed, planning for other ways to use funding to carry out the original intentions of County Board to serve that same population.

2017 Goals Review

2017 GOALS REVIEW

OBJECTIVE	WAS THIS OBJECTIVE REACHED IN 2017?
	Yes or No (If no, please provide comment)
Continue efforts to improve the use of existing technology while implementing mandatory E-Filing	This is a continuing objective. Goals achieved by use of Concourse, however, Concourse is being discontinued, and a new electronic case management, CountyLaw, will start March 6, 2018. Electronic case management works well with E-Filing, which is now

2017 GOALS REVIEW

OBJECTIVE	WAS THIS OBJECTIVE REACHED IN 2017?
	Yes or No (If no, please provide comment)
	mandatory for civil cases, and will be voluntary for guardianship and mental commitment within six months. Electronic case management should improve office efficiency.
Support economic development activity through proactive legal support to the County.	Yes, the first segment of the Great Sauk State Trail opened in the Fall of 2017.
Support the County's efforts to protect the health and safety of Sauk County.	Yes, assisted Health Department as they assumed full agent status, by providing legal support in ordinance drafting, contract and enforcement process review.
Support the County's efforts at enhancing security and resiliency in the areas of cyber and facility protection.	Yes, and ongoing, as a member of the Information Security Team and assisted in drafting or reviewing policies involving the implementation of HIPAA requirements and the HITECH Act

Changes / Accomplishments: The Office continued to provide legal services that reflect the diversity and variety of county operations. The Office accomplished the daily and critical work of protecting the mentally ill, incompetent, developmentally disabled, abused and neglected children, and enforcing child support. The office contributed to, or was centrally involved in every major project the county pursued. These projects will continue to contribute to the quality of life for Sauk County residents and visitors for years to come.

The Office is striving to use technology to make the operations of the office more efficient. The electronic case management system, Concourse, will be discontinued, and therefore a different system was chosen, CountyLaw. CountyLaw is designed for local government law offices. It will provide matter and case management allowing for more efficient document location, as well as document management, task reminders, and time management.

The office continued to be involved in major projects that will have a significant impact on the quality of the human environment in Sauk County and contribute to the economic development efforts of Sauk County communities. The Great Sauk State Trail moved forward to open in the Fall of 2017, with legal assistance from this office. The Office provided legal assistance for the County Logo Contest. The Office continued to provide legal assistance with the process of building a new park building at White Mound County Park.

The Office felt significant internal change with the retirement of Corporation Counsel Todd Liebman in September. All critical cases were handled and completed timely. Despite having only two full time attorneys for the remainder of the year, opinions and reviews were completed as timely as possible, with patience and understanding from other departments.

Statistical Summary:

OUTPUT MEASURES

DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL
Legal Opinions Rendered	387	363	329
Guardianship/Protective Placements & WATTs Reviews	178	165	123
Mental Commitments	119	135	175
TPR/CHIPS Hearings & Filings	226	162	182

OUTPUT AND EFFICIENCY MEASURES

DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL
Legal Opinions Rendered (90% of actions completed or status report given within two weeks)	387	363	329
Guardianship/Protective Placement Hearings & WATTs Reviews	178	165	123
Mental Commitments (100% of actions followed through to completion)	119	135	175
TPR/CHIPS Hearings & Filings (100% of actions followed through to completion)	226	162	182