



**WALWORTH COUNTY BOARD OF SUPERVISORS  
MEETING**

**TUESDAY, JULY 12, 2011 at 6:00 P.M.**

County Board Room

Walworth County Government Center

100 W. WALWORTH STREET

ELKHORN, WI

*Nancy Russell – Chair*

*Dan Kilkenny – Vice Chair*

Board of Supervisors

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**A G E N D A – AMENDED JULY 5, 2011**

**Call to Order**

**Pledge of Allegiance**

**Invocation**

- Carl Redenius, Walworth County Board Supervisor, District #5

**Roll Call**

**Withdrawals from Agenda, if any**

**Approval of the Agenda**

**Approval of the Minutes**

- June 14, 2011 Walworth County Board Meeting

**Comment Period by Members of the Public Concerning Items on the Agenda**

**Appointments/Elections**

1. Board of Adjustment

- Ann Seaver – Three year term to begin upon Board reappointment and end on June 30, 2014

(Recommended by the Executive Committee 5-0)

2. Lakeshores Library System Board

- Daniel Necci – Three year term to begin upon Board appointment and end June 30, 2014

(Recommended by the Executive Committee 5-0)

**Communications and Matters to Be Referred**

1. Claims Received After Agenda Mailing

- 2. Claims: a) Summons and Complaint-Marjorie L. Geiger vs Walworth County Public Works (To be referred to the Executive Committee)

- 3. Walworth County Metropolitan Sewerage District Year 2010 Annual Report and Transmittal Letter (The complete report is on file in the County Clerk's office)

- 4. Outagamie County Resolution No. 20--2011-12 – The Outagamie County Board of Supervisors does request that the state legislators eliminate the non

- fiscal provisions 16-28 of the Omnibus Transportation Motion (Amendment 352), and maintain current law (To be referred to the Executive Committee)
5. Communications received from Governor Scott Walker, acknowledging receipt of Walworth County resolution(s) (To be placed on file)
  6. Report of the County Clerk Concerning Communications Received by the Board and Recommended to be Placed on File
  7. Report of County Clerk Concerning Communications Received by the Board After the Agenda Mailing
  8. Report of County Clerk Concerning Zoning Petitions (To be referred to the County Zoning Agency)

### **Unfinished Business**

### **New Business**

### **Reports of Standing Committees**

#### **County Zoning Agency Report of Proposed Zoning Amendments**

1. Hold Your Horses LLC c/o Lakeland Animal Shelter, Town of Delavan, Rezone Approximately 13.31 acres from A-1, R-1 and M-1 to A-4. Approved 5-0 (June 16, 2011 public hearing)
2. Various Owners, Town of Bloomfield, Rezone portions of Nippersink Park from B-5 to R-1. Approved 5-0 (June 16, 2011 public hearing)

#### **Executive Committee**

1. Ord. No. 682 - 07/11 - Amending Sub-paragraph 9 of Section 2-131 (a) of the Walworth County Code of Ordinances Relative to Duties of the Executive Committee-*Vote Required: Two-thirds* (Recommended by the Executive Committee 5-0)
2. Res. No. 30 - 07/11 - Endorsing Preparation by the Milwaukee 7 and the Southeastern Wisconsin Regional Planning Commission of a Comprehensive Economic Development Strategy and the Potential Designation of the 7-County Southeastern Wisconsin Region as an Economic Development District- *Vote Required: Majority* (Recommended by the Executive Committee 4-1)
3. Res. No. 31 - 07/11 - Authorizing Walworth County to Act as the Grant Recipient for a State Community Development Block Grant for Economic Development (CDBG-ED) to Assist in the Creation of Jobs by Birds Eye Foods in Darien- *Vote Required: Majority* (Recommended by the Executive Committee 5-0)
4. Res. No. 32 - 07/11 - Denying the Claim of AT & T for Damage to a Telephone Pedestal Located on County Highway A and Kraus Road in the Town of Richmond - *Vote Required: Majority* (Recommended by the Executive Committee 5-0)

#### **Finance Committee**

1. Ord. No. 683 - 07/11 Amending Section 30-172 of the Walworth County Code of Ordinances Relating to Committed Funds for Unrealized Investment Income -*Vote Required: Majority* (Recommendations concerning this ordinance will be made at the Finance Committee meeting on July 12, 2011 preceding the County Board Meeting)

2. Res. No. 35-07/11 - Directing the Treasurer To Reject Settlement of a Special Assessment in the City of Whitewater Relative to Tax Incremental Financing (TIF) District No. 4 – *Vote Required: Majority* (Recommended by the Finance Committee 4 - 0)

3. Res. No. 36-07/11 Authorizing Write Off of Uncollectible Real Estate Taxes  
*Vote Required: Two-thirds* (Recommendations concerning this resolution will be made at the Finance Committee meeting on July 12, 2011 preceding the County Board Meeting)

4. Res. No. 37-07/11 Committing Fund Balance for Unrealized Investment Income  
*Vote Required: Two-thirds* (Recommendations concerning this resolution will be made at the Finance Committee meeting on July 12, 2011 preceding the County Board Meeting)

#### **Human Resources Committee**

1. Res. No. 33-07/11 - Approving an Affirmative Action Plan for Walworth County for Plan Year July 1, 2011 to June 30, 2013 – *Vote Required: Majority* (Recommended by the Human Resources Committee 4-0)

2. Res. No. 34-07/11 - Adopting Pay Ranges for Certain Management Positions – *Vote Required: Majority* (The Human Resources Committee recommended against any pay range changes by a vote of 3-2)

#### **Reports of Special Committees**

#### **Comment Period by Members of the Public Concerning Items Not on the Agenda**

#### **Chairperson's Report**

#### **Adjournment**

**Kimberly S. Bushey**

**Walworth County Clerk**

**\*\*Supervisors and Committees: Please submit titles for August 9, 2011 agenda items on or before Wednesday, July 27, 2011.**

**JUNE 14, 2011  
WALWORTH COUNTY BOARD OF SUPERVISORS  
MEETING**

The Walworth County Board of Supervisors meeting was called to order by Chair Russell at 6:00 p.m. in the County Board Room at the Walworth County Government Center, 100 W. Walworth Street, Elkhorn, Wisconsin.

Roll call was conducted and the following Supervisors were present: Richard Brandl, Jerry A. Grant, Randy Hawkins, Kathy Ingersoll, Vice-Chair Daniel G. Kilkenny, Carl Redenius, Joe Schaefer, Rick Stacey, David A. Weber, and Chair Nancy Russell. Russ Wardle was absent and excused. A quorum was established.

Kathy Ingersoll, Walworth County Board Supervisor, District #6, delivered the invocation.

**Amendments, Withdrawals, and Approval of Agenda**

There were none.

**Approval of Agenda**

On motion by Supervisor Brandl, seconded by Supervisor Grant, the June 14, 2011 agenda was approved by voice vote.

**Approval of the Minutes**

On motion by Supervisor Grant, seconded by Supervisor Schaefer, the minutes of the May 10, 2011 Committee of the Whole Meeting and May 10, 2011 Walworth County Board Meeting were approved by voice vote.

**Comment Period by Members of the Public Concerning Items on the Agenda**

Vicki Blakeslee, W5646 Lake Shore Drive, Elkhorn, addressed the board regarding the Lakeland Education Association (LEA). She stated that the combined Human Resource and the Children with Disabilities Education Board (CDEB) Committee meetings will be the first of several that will occur due to Governor Walker's budget repair bill. She urged the board to not lose sight of the differences and uniqueness that each group possesses. She stated that Lakeland School is like no other school in this state and was sure the board was incredibly proud of its reputation and that the educators are experts in their field; just as the Sheriff's, highway workers, nursing staff and all others are experts in theirs. She asked the board to consider the unique and distinct responsibilities and qualifications that each county group must undertake to be the very best in their field. In 2015-16, 27 ½ of the teachers will no longer be employed by Walworth County and the school districts must absorb these positions. At the committee meeting the numbers and cost of retirement were announced. She stated she appreciated Mr. Bretl and the Finance Department's sound investment and savings in the retirement fund. She thanked Suzi Hagstrom and the committee members that worked with her on the new ordinances and also the CDEB and

Human Resources committee members for their continued support of special education in Walworth County.

### **Appointments/Elections**

1. Board of Adjustment - Elizabeth Sukala – To begin upon appointment to complete the unfinished term of first alternate member Greg Guidry and scheduled to end on June 30, 2012. (Recommended by the Executive Committee 5-0)

Supervisor Schaefer offered a motion, seconded by Supervisor Weber, to appoint Elizabeth Sukala to the Board of Adjustment as recommended by the Executive Committee approved by voice vote.

### **Communications and Matters to Be Referred**

Chair Russell announced that unless there was a request for an individual communication to be discussed, the Clerk would dispense with the reading of each title and the Chair would direct that all communications be referred or placed on file as indicated on the agenda.

1. Claims Received After Agenda Mailing
2. Claims: a) Summons and Complaint-Wells Fargo Bank, National Association, et al. vs. Ricardo E. Lopez and Jane Doe Lopez, Theresa A. Holst, John Doe Holst, and Walworth County, et al.; b) Claim for Damages – AT&T – Damage to Telephone Pedestal on or about July 29, 2010, at or near County Highway A, near Kraus Road, Richmond, Wisconsin (To be referred to the Executive Committee)
3. Communication from Northwest Long Term Care District Board of Directors-Resolution Opposing the Family Care Program Enrollment and Expansion Cap in the Governor's Budget (To be referred to the Health and Human Services Board)
4. Ozaukee County Resolution No. 11-13 – In Support of the Wisconsin Counties Association (WCA) Income Maintenance Model (To be referred to the Health and Human Services Board)
5. Communication from Kenosha County with Amendment to the Kenosha County Comprehensive Plan (To be placed on file)
6. Report of the County Clerk Concerning Communications Received by the Board and Recommended to be Placed on File – In agenda packet.
7. Report of County Clerk Concerning Communications Received by the Board After the Agenda Mailing-The following items were placed on Supervisor's desks:
  - Communications received from Godfrey, Leibsle, Blackburn & Howarth Amendment to Walworth County Zoning Ordinances Setbacks for Buildings Used for Housing Animals – To be referred to the County Zoning Agency
  - Claim of Injuries and Damages – Kimberly A. Link vs. Walworth County Sheriff's Department – To be referred to the Executive Committee
  - Communications received from WCEDA Requesting Endorsement of the Preparation by the Milwaukee 7 and the Southeastern Wisconsin Regional Planning Commission of the Comprehensive Economic Development Strategy (CEDS) and the Potential Designation of the Seven-County Southeastern Wisconsin Region as an Economic Development District (EDD) – To be referred to the Executive Committee

- Communications received from WCEDA Requesting, on Behalf of the Town of Darien, that Walworth County Act as the Grant Recipient for a State Community Development Block Grant for Economic Development (CDBG-ED) to Assist in the Creation of Jobs by Birds Eye Foods in Darien – To be referred to the Executive Committee
  - Communications received from Lake Beulah Management District regarding a Resolution No. 2010-1 to expand the Lake Beulah Management District Boundary – To be referred to the Land Conservation Committee
  - Communications received from State Representative Samantha J. Kerkman, acknowledging receipt of Walworth County resolution(s) – To be placed on file
  - Communications received from Governor Scott Walker, acknowledging receipt of Walworth County resolution(s) – To be placed on file
  - Communication from Wassel, Harvey & Schuk, LLP – 241 Nelson Street, Town of Sharon, UA117600001 – Raze Order – To be placed on file
  - *Walworth County Aging & Disability Resource Center News*, June 2011 – To be placed on file
8. Report of County Clerk Concerning Zoning Petitions (To be referred to the County Zoning Agency) – There were none

### **Unfinished Business**

### **New Business**

### **Reports of Standing Committees**

#### **Agriculture and Extension Education Committee**

1. Res. No. 29-06/11 – Supporting the Wisconsin Idea Partnership-*Vote required: Majority* (Recommended by the Agriculture & Extension Education Committee 3-0)

On motion by Supervisor Grant, seconded by Supervisor Brandl, **Resolution No. 29-06/11** was approved by voice vote.

#### **County Zoning Agency Report of Proposed Zoning Amendments**

1. Town of Bloomfield Chapter 27 Zoning Ordinances: Ordinance No. 1062, approved: 6-0 (May 19, 2011 public hearing)
2. Town of Bloomfield Chapter 27 Zoning Ordinances: Ordinance No. 1063, approved: 6-0 (May 19, 2011 public hearing)

On motion by Supervisor Hawkins, seconded by Supervisor Weber, Item 1, **Town of Bloomfield Chapter 27 Zoning Ordinances: Ordinance No. 1062**; and Item 2, **Town of Bloomfield Ord. Chapter 27 Zoning Ordinances: Ordinance No. 1063** were approved by voice vote.

### **Executive Committee**

1. Ord. No. 678-06/11– Creating Section 2-35 of the Walworth County Code of Ordinances Regarding the Number of Signatures Required on Nomination Papers for the Office of County Supervisor-*Vote required: Two-thirds* (Recommended by the Executive Committee 5-0)

Supervisor Weber offered a motion, seconded by Supervisor Ingersoll, to approve Item 1, Ordinance No. 678-06/11. On motion by Supervisor Grant, seconded by Supervisor Weber, **Ordinance No. 678-06/11 was approved by unanimous consent.**

2. Res. No. 24-06/11 – Denying the Claim of Progressive Insurance in Regard to Their Insured, Thomas Barkas-*Vote required: Majority* (Recommended by the Executive Committee 5-0)
3. Res. No. 25-06/11 – Denying the Claim of Kelly Monahan-*Vote required: Majority* (Recommended by the Executive Committee 5-0)

On motion by Supervisor Weber, seconded by Supervisor Stacey, Item 2, **Resolution No. 24-06/11**; and Item 3, **Resolution No. 25-06/11** were approved by voice vote.

### **Finance Committee**

1. Res. No. 27-06/11 – Resolution Awarding the Sale of \$7,740,000 General Obligation Promissory Notes-*Vote required: Majority* (Recommended by the Finance Committee 4-0)

Nicki Andersen stated that nine bids were received this morning on the debt issuance. Brad D. Viegut, Director of Baird, presented the Final Pricing Summary. BOSC, Inc. submitted the lowest bid at 2.22%.

Due to a power outage at 6:13 pm, Chair Russell called a recess until 6:20 pm.

Mr. Viegut stated for purposes of planning we used a 3% estimate; which means that financing costs are about \$330,000 less than projected. Moody's Investors Service affirmed the county's Aa1 rating. The county's last note issued was Aa2. Last April Moody's recalibrated its rating scale and the county was adjusted to an Aa1. The Aa1 is the second highest credit rating that Moody's assigns, a very elite rating.

Supervisor Kilkenny made a motion to approve Res. No. 27-06/11, seconded by Supervisor Weber. A roll call vote was taken. Total vote: 11; Ayes: 10 – Richard Brandl, Jerry A. Grant, Randy Hawkins, Kathy Ingersoll, Vice-Chair Daniel G. Kilkenny, Carl Redenius, Joe Schaefer, Rick Stacey, David A. Weber, and Chair Nancy Russell.; Noes: 0; Absent: 1 – Russ Wardle. **Res. No. 27-06/11** was approved. Motion carried.

Supervisor Weber stated that the presentation was very powerful and hoped the citizens of Walworth County appreciate the Board's leadership and work done by county staff on the county's financial status.

2. Res. No. 28-06/11 – Authorizing Use of Contingency Fund Balance to Repair Underground Fuel Storage Tanks to Comply with State of Wisconsin Requirements-*Vote required: Majority* (Recommended by the Finance Committee 4-0)

On motion by Supervisor Schaefer, seconded by Supervisor Brandl, **Resolution No. 28-06/11** was approved by voice vote. There were no, no votes heard. The vote was unanimous.

**Human Resources Committee**

1. Ord. No. 679-06/11 – Amending Section 15-519 of the Walworth County Code of Ordinances Relating to Holiday Pay Provisions-*Vote required: Majority* (Recommended by the Human Resources Committee 5-0)
2. Ord. No. 680-06/11 – Amending Sections of Chapters 15 and 30 of the Walworth County Code of Ordinances Relating to Employee Benefits-*Vote required: Majority* (Recommendations concerning this ordinance will be made at a joint meeting of the Children with Disabilities Education Board and Human Resources Committee on June 13, 2011)
3. Ord. No. 681- 06/11 – Creating Article X of Chapter 15 of the Walworth County Code of Ordinances Relating to Specific Employment Policies for Members of the Lakeland Education Association (LEA)-*Vote required: Majority* (Recommendations concerning this ordinance will be made at a joint meeting of the Children with Disabilities Education Board and Human Resources Committee on June 13, 2011)
4. Res. No. 26-06/11 – Establishing 2012 Wage Increase for Certain Management Positions-*Vote required: Majority* (Recommended by the Human Resources Committee 5-0)

On motion by Supervisor Weber, seconded by Supervisor Ingersoll, Item 1, **Ordinance No. 679-06/11**; Item 2, **Ordinance No. 680-06/11**; Item 3, **Ordinance No. 681-06/11** and Item 4, **Resolution No. 26-06/11** were approved by voice vote.

**Public Works Committee**

1. Res. No. 23-06/11 – Authorizing Naming the West Driveway from County Road NN North to the Huber Facility Patrick Bolton Drive-*Vote required: Majority* (Recommended by the Public Works Committee 5-0)

Kurt Picknell, Undersheriff, read correspondence he received from family members of Patrick Bolton.

On motion by Supervisor Stacey, seconded by Supervisor Grant, **Resolution No. 23-06/11** was approved by voice vote.

**Reports of Special Committees**

There were none.

**Comment Period by Members of the Public Concerning Items Not on the Agenda**

There were none.

**Chairperson’s Report**

Supervisor Russell stated that former Supervisor Roy Lightfield has resigned as county representative to the Honey Lake Management District. None of the Land Conservation Committee members have taken on the assignment so it is open to all members of the County Board.

**Adjournment**

On motion by Supervisor Brandl, seconded by Supervisor Grant, the meeting was adjourned at 6:31 p.m.

STATE OF WISCONSIN    )  
                                  )SS  
COUNTY OF WALWORTH)

I, Kimberly S. Bushey, County Clerk in and for the County aforesaid, do hereby certify that the foregoing is a true and correct copy of the proceedings of the County Board of Supervisors for the June 14, 2011 meeting.

(These minutes are not final until approved by the County Board at the next regularly scheduled County Board meeting.)



**Nomination for Committee/Board/Commission Appointment**

**Committee:** Board of Adjustment (BOA)

**Nominee:** Ann Seaver

**Address:** W7712 R & D Townline Road

Delavan, WI 53115

**Submitted by:** David Bretl, County Administrator

**Authority:** Section 59.18, Wisconsin Statutes

**Who will the nominee replace?** The applicant is the incumbent.

**When did/does the incumbent's current term expire?** June 30, 2011

**Was this vacancy advertised?** No

**Comment** Reappointment would be for an additional 3-year term, to begin upon County

Board appointment and end on June 30, 2014.

**Names of individuals who have expressed interest in serving in this position:**

\_\_\_\_\_

\_\_\_\_\_

**For incumbents, committee attendance, if known:**

Ms. Seaver was excused from one meeting during her current three-year term.

\_\_\_\_\_

\_\_\_\_\_

WALWORTH COUNTY  
NOTICE OF INTEREST TO SERVE AS A CITIZEN REPRESENTATIVE

Name: Ann Seroux

Date: 6-8-2011

Mailing Address: 67712 R-D Jounlin Rd  
Delavan, WI, 53115

Phone: 262-728-9314

I reside in:  the Town of Richmens

the Village of \_\_\_\_\_

the City of \_\_\_\_\_

Please consider me for appointment to: Wal Co BOA

I am interested in serving as a citizen representative because: I have served  
on the BOA for the past 4 yrs and have  
enjoyed and learned a lot from the  
experience.

Special skills, experience or qualifications I possess related to this appointment are:

4 years experin on the BOA

Check one of the following:

I am a resident of Walworth County and reside in the appropriate jurisdiction to serve on the board or commission for which I am applying.

I am not a resident of Walworth County.

I certify that the information I have provided is truthful to the best of my knowledge.

**RECEIVED**

JUN 8 2011

  
Signature of Applicant

6-8-2011  
Date

WALWORTH COUNTY ADMINISTRATION *Feel free to attach any additional documentation to this form.*



**Nomination for Committee/Board/Commission Appointment**

**Committee:** Lakeshores Library System Board of Directors

**Nominee:** Daniel Necci

**Address:** 924 Center Street

Delavan, WI 53115

**Submitted by:** David Bretl, County Administrator

**Authority:** Section 59.18, Wisconsin Statutes

**Who will the nominee replace?** Lowell Wilson

**When did/does the incumbent's current term expire?** It ended on December 31, 2010.

**Was this vacancy advertised?** \_\_\_\_\_

**Comment** Mr. Necci's term would begin upon County Board appointment and end on

June 30, 2014.

**Names of individuals who have expressed interest in serving in this position:**

\_\_\_\_\_

\_\_\_\_\_

**For incumbents, committee attendance, if known:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

WALWORTH COUNTY  
NOTICE OF INTEREST TO SERVE AS A CITIZEN REPRESENTATIVE

Name: DANIEL NECCI

Date: 6/9/11

Mailing Address: 924 CENTER ST.

Phone: (262) 844-0581

DELAVAN, WI 53115

I reside in:  the Town of \_\_\_\_\_

the Village of \_\_\_\_\_

the City of DELAVAN

Please consider me for appointment to: LAKE SHORES LIBRARY  
SYSTEM BOARD OF DIRECTORS

I am interested in serving as a citizen representative because: AS A BOY, I  
ESSENTIALLY GROW UP IN OUR LOCAL LIBRARY & NOW,  
AS AN ADULT, I RECOGNIZE & REFLECT THE VALUE  
OF A STRONG LIBRARY SYSTEM. I WOULD BE HONORED  
TO ASSIST IN THE STEWARDSHIP OF THE LLS.

Special skills, experience or qualifications I possess related to this appointment are:

I BELIEVE MY SKILLS AS AN ATTORNEY &  
BACKGROUND IN A RESEARCH SCIENCE MAY BE  
VALUABLE TO THE BOARD.

Check one of the following:

I am a resident of Walworth County and reside in the appropriate jurisdiction to serve on the board or commission for which I am applying.

I am not a resident of Walworth County.

I certify that the information I have provided is truthful to the best of my knowledge.

**RECEIVED**

[Signature] Date: 6/9/11

JUN 9 2011

Feel free to attach any additional documentation to this form.

WALWORTH COUNTY ADMINISTRATION



## MEMORANDUM

June 21, 2011

County Clerk

Kimberly S. Bushey  
County Clerk

TO: David Bretl, Corporation Counsel  
Michael Cotter, Deputy Corporation Counsel

FROM: Theresa Cliffgard, Account Clerk

RE: Summons and Complaint – Marjorie L. Geiger vs Walworth  
County Public Works

The above referenced Summons and Complaint was served in the County Clerk's office today, June 21, 2011. A copy is attached.

Unless we receive other instructions from your office, we will include the item on the July 12, 2011 County Board Agenda and refer the Notice to the Executive Committee.

Attachment

cc: Chery Mohr, Corporation Counsel

RECEIVED  
WALWORTH COUNTY CLERK

STATE OF WISCONSIN

CIRCUIT COURT

WALWORTH COUNTY

~~2011 JUN 21 AM 8:47~~

MARJORIE L. GEIGER  
6833 West Hobart Avenue  
Chicago, IL 60631,

HON. JOHN R. RACE

Plaintiff,

SUMMONS

11 CV 00912

vs.

Case No.: \_\_\_\_\_  
Personal Injury -- Other - 30107

COUNTY OF WALWORTH  
100 West Walworth Street  
Elkhorn, WI 53121

and

UNKNOWN INSURANCE COMPANY "A",

Defendants.

FILED  
CIRCUIT COURT

JUN 09 2011

AMERICAN FAMILY MUTUAL  
INSURANCE COMPANY  
6000 American Pkwy.  
Madison, WI 53783,

CLERK OF COURTS-WALWORTH CO.  
BY DOROTHY MORGAN

KATHLEEN SEBELIUS,  
SECRETARY OF THE DEPT. OF HEALTH  
& HUMAN SERVICES  
c/o Michelle L. Jacobs  
U.S. Attorney  
530 Federal Building  
517 E. Wisconsin Ave.  
Milwaukee, WI 53202

and

STATE OF ILLINOIS QUALITY  
CARE HEALTH PLAN  
1301 Basswood Road  
Schaumburg, IL 60173,

Involuntary Plaintiffs.

THE STATE OF WISCONSIN

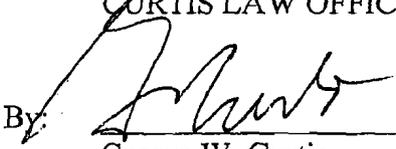
To each person named above as a defendant.

You are hereby notified that the Plaintiff named above has filed a lawsuit or other legal action against you. The complaint, which is attached, states the nature and basis of the legal action.

Within 45 days of receiving this summons, you must respond with a written answer, as that term is used in Chapter 802 of the Wisconsin Statutes, to the complaint. The Court may reject or disregard an answer that does not follow the requirements of the statutes. The answer must be sent or delivered to the Court, whose address is Clerk of Court, Walworth County Courthouse, P.O. Box 1001, 1800 Country Rd. NN, Elkhorn, WI 53121-1001 and to George W. Curtis, Plaintiff's attorney, whose address is 491 South Washburn Street, Ste. 100, P.O. Box 2845, Oshkosh, Wisconsin 54903-2845. You may have an attorney help or represent you.

If you do not provide a proper answer within 45 days, the Court may grant judgment against you for the award of money or other legal action requested in the complaint, and you lose your right to object to anything that is or may be incorrect in the complaint. A judgment may be enforced as provided by law. A judgment awarding money may become a lien against any real estate you own now or in the future, and may also be enforced by garnishment or seizure of property.

Dated this 7<sup>th</sup> day of June, 2011.

CURTIS LAW OFFICE  
By:   
George W. Curtis  
Attorney for Plaintiff  
491 S. Washburn Street, Ste. 100  
P.O. Box 2845  
Oshkosh, WI 54903-2845  
(920) 233-1010  
State Bar No. 1008548

MARJORIE L. GEIGER  
6833 West Hobart Avenue  
Chicago, IL 60631,

Plaintiff,

**HON. JOHN R. RACE**

**COMPLAINT**

Case No.: **11 CV 00912**  
Personal Injury – Other - 30107

vs.

COUNTY OF WALWORTH  
100 West Walworth Street  
Elkhorn, WI 53121

and

UNKNOWN INSURANCE COMPANY "A",

Defendants.

**FILED  
CIRCUIT COURT**

**JUN 09 2011**

CLERK OF COURTS-WALWORTH CO.  
BY DOROTHY MORGAN

AMERICAN FAMILY MUTUAL  
INSURANCE COMPANY  
6000 American Pkwy.  
Madison, WI 53783,

KATHLEEN SEBELIUS,  
SECRETARY OF THE DEPT. OF HEALTH  
& HUMAN SERVICES  
c/o Michelle L. Jacobs  
U.S. Attorney  
530 Federal Building  
517 E. Wisconsin Ave.  
Milwaukee, WI 53202

and

STATE OF ILLINOIS QUALITY  
CARE HEALTH PLAN  
1301 Basswood Road  
Schaumburg, IL 60173,

Involuntary Plaintiffs.

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NOW COMES the Plaintiff by her attorneys, CURTIS LAW OFFICE, and as and for a claim for relief against the defendants above named, alleges and shows to the Court as follows:

1. That Plaintiff, Marjorie L. Geiger, is an adult, residing at 6833 W. Hobart Avenue, Chicago, IL 60631.
2. That the Defendant, the County of Walworth, is a duly constituted municipality by virtue of the laws of the State of Wisconsin, operating under the same and is located at 100 W. Walworth, Elkhorn, WI 53121.
3. That upon information and belief, Defendant, Unknown Insurance Company "A", is a foreign or domestic corporation, doing insurance business in the State of Wisconsin; that Unknown Insurance Company "A" is a fictitious name for the actual defendant whose true name is unknown to the Plaintiff (see Section 807.23 Wis. Stats.).
4. That Involuntary Plaintiff, American Family Mutual Insurance Company is, on information and belief, a domestic corporation, with its home office and principal place of business located at 6000 American Parkway, Madison, WI 53783, whose registered agent is Christopher S. Spencer, 6000 American Parkway, Madison, WI 53783, which is and at all times material herein has been authorized to do business in the property and casualty fields within the State of Wisconsin.
5. That Involuntary Plaintiff, Kathleen Sebelius, Secretary of the United States Department of Health and Human Services, has oversight responsibility for the Centers for Medicare & Medicaid Services ("CMS"), the centers responsible for administering the federal Medicare program. Upon

information and belief, the Medicare program paid health claims on behalf of the Plaintiff for medical care and services rendered as a result of the accident which is the subject of this case. Pursuant to 42 U.S.C. § 1395y(b)(2), Medicare is entitled to reimbursement for related paid claims if Plaintiff recover through settlement or judgment. Plaintiffs assert no claim against the United States, its agencies or employees.

6. That Involuntary Plaintiff, State of Illinois Quality Care Health Plan, on information and belief, prior to September 14, 2009, did issue a policy of health insurance to Plaintiff, which was in full force and effect on September 14, 2009; that the State of Illinois Quality Care Health Plan, by virtue of its health insurance policy issued to the Plaintiff, may have made certain payments to which it may have been subrogated to the Plaintiff's right of recovery; that it may have an interest to the extent of its payments, past and future; that pursuant to the terms of said policy of insurance and the statutes of the State of Wisconsin, Involuntary Plaintiff, State of Illinois Quality Care Health Plan is a proper party to these proceedings.

7. That on information and belief, Involuntary Plaintiff, American Family Mutual Insurance Company, prior to September 14, 2009, did issue a motor vehicle liability insurance policy, to Plaintiff, Marjorie L. Geiger, insuring a 2006 Ford Focus, Wisconsin License Plate No. 5358935, and may have made certain payments to which it may have been subrogated to the Plaintiff's right of recovery; that it may have an interest to the extent of its payments, past and future; that pursuant to the terms of said policy of insurance and the statutes of the State of Wisconsin, Involuntary Plaintiff, American Family Mutual Insurance Company is a proper party to these proceedings.

8. That on information and belief, heretofore, to-wit, prior to September 14, 2009, Defendant, Unknown Insurance Company "A", did for good and valuable consideration, issue a policy of

insurance for liability to Defendant, County of Walworth, wherein and whereby the said Unknown Insurance Company "A" did agree to insure for liability, pay damages, defend and hold harmless Defendant, County of Walworth and the Public Works Department of Walworth County as being a part of the County, from any and all actions based in negligence, safe place, maintenance failure and premises liability arising out of the construction and repair of streets and its various construction sites within the County of Walworth, which policy of liability insurance was in full force and effect on September 14, 2009; that pursuant to the terms of said policy and the statutes of the State of Wisconsin, Unknown Insurance Company "A" is a proper party defendant to these proceedings.

9. That the Plaintiff served on the Clerk for the County of Walworth and on the Public Works Department of Walworth County a Notice of Injury on December 14, 2009, hereby attached as Exhibit A and a Claim for Damages served on January 25, 2011 hereby attached as Exhibit B. That the claim of Marjorie L. Geiger has been denied, so that all conditions precedent to the maintenance of this action have been satisfied.

**FIRST CLAIM FOR RELIEF**

10 Incorporates herein by reference as if set forth in full, paragraphs 1 through 9, above.

11. That on or about September 14, 2009, while traveling westbound on Highway 120 in Walworth County, which was owned and maintained by Defendant, Walworth County and being worked on by the Public Works Department of Walworth County, and had a duty to inspect and maintain the construction site and supervise its business employees in the use of said premises; Walworth County, acting through its agents and employees, and that such premises were at all times a place of employment as defined in Sec. 101.01 (2)(a), Wis. Stats., when Plaintiff, after being signaled by a Public Works Department employee to drive into what proved to be an unsafe area, causing injuries and damages to

Plaintiff, Marjorie L. Geiger.

12. On information and belief, Defendants, Walworth County and the Public Works Department of Walworth County were negligent due to inadequate markings, lack of signage or warnings of danger through signs and signals from agents/employees of Defendants.

13. That as a direct and proximate result of the aforementioned negligent acts of Defendants, Plaintiff, Marjorie L. Geiger, suffered multiple injuries including but not limited to her right ankle, back, right breast and abdomen and body as a whole, necessitating treatment by hospital and doctor, further resulting in loss of earnings, loss of earning capacity and loss of enjoyment of life; incurring of medical expenses and continuing pain and suffering; further Plaintiff is advised and verily believes said injuries have left permanent residuals which will continue to handicap her and will cause her future medical expense, and handicap her in the enjoyment of life, continuing to cause pain and suffering which will necessitate future treatment and expense, all together to her damage in an amount to be set by a jury.

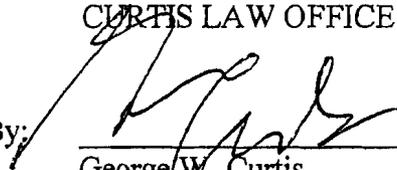
WHEREFORE, Plaintiff demands judgment against the defendants, jointly and severally as follows:

- (a) In the First Claim for Relief in the amounts determined by a jury, together with costs, disbursements and attorneys fees;
- (b) For a determination of the rights of the subrogation carriers, American Family Mutual Insurance Company, Secretary of the United States Department of Health and Human Services and State of Illinois Quality Care Health Plan if any; and
- (c) That the plaintiff be awarded judgment against the defendants for such other and further relief as the Court deems appropriate.

We hereby demand a twelve-person jury.

Dated this 7<sup>th</sup> day of June, 2011.

CURTIS LAW OFFICE

By: 

George W. Curtis  
Attorney for Plaintiff  
491 South Washburn Street, Ste. 100  
P.O. Box 2845  
Oshkosh, WI 54903-2845  
(920) 233-1010  
State Bar No. 1008548

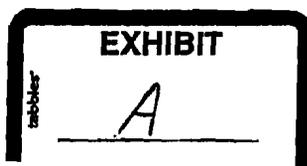
**NOTICE OF INJURY**

TO: Kimberly S. Bushey  
Clerk of Walworth County, Wisconsin  
100 West Walworth Street  
Elkhorn, WI 53121  
Clerk of Walworth County on behalf of Walworth County

Shane Crawford  
Public Works Director  
W4097 County Road NN  
Elkhorn, WI 53121  
Employee of Walworth County

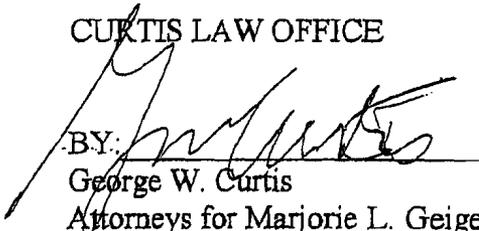
THE ABOVE-NAMED PARTIES  
PLEASE TAKE NOTICE:

1. Marjorie L. Geiger is an adult who resides at 6833 West Hobart Avenue, Chicago, Cook County, Illinois 60631.
2. Marjorie L. Geiger was injured due to the negligence of Walworth County, the Public Works Department of Walworth County, and their agents and employees.
3. The circumstances of the injuries are as follows: On or about September 14, 2009, Marjorie L. Geiger was traveling westbound on Highway 120 in Walworth County, when she drove into a hole on the highway that was not adequately marked, sustaining injuries to her right ankle, back, right breast, and abdomen, as well as injury to her body as a whole.
4. At all times material, the highway was owned and maintained by Walworth County and work was being performed on the highway by the Public Works Department of Walworth County.
5. On information and belief, Walworth County and the Public Works Department of Walworth County were negligent due to inadequate markings, signage, and warnings of the danger, resulting in injuries to the Marjorie L. Geiger.
6. The defect and inadequacies existed for sufficient time such that the Public Works Department of Walworth County had adequate notice of the defect prior to September 14, 2009.
7. As a direct and proximate result of the negligence of the Walworth County and the Public Works Department of Walworth County, Marjorie L. Geiger suffered injuries to her right ankle, back, right breast, and abdomen, as well as other personal injuries.
8. This document is a notice of injury served upon Walworth County and the Public Works Department of Walworth County in compliance with Wisconsin law. This document is not a claim for damages.



Dated this 7 day of December, 2009.

CURTIS LAW OFFICE

BY: 

George W. Curtis

Attorneys for Marjorie L. Geiger

491 South Washburn Street, Suite 100

P.O. Box 2845

Oshkosh, WI 54903-2845

(920) 233 - 1010

State Bar No.: 1008548

**AFFIDAVIT OF SERVICE**

**Notice of Injury**

Case Number: \_\_\_\_\_

**Marjorie L. Geiger  
Walworth County**

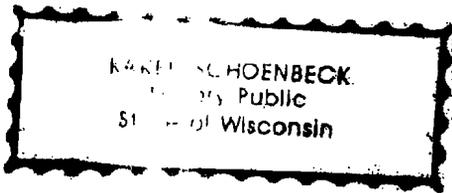
For:  
George W. Curtis  
Curtis Law Office  
491 S. Washburn St. Suite 100  
P.O. Box 2845  
Oshkosh, WI 54903-2845

Received by GREGG INVESTIGATIONS, INC. to be served on **Kimberly S. Bushey, Clerk of Walworth County, 100 West Walworth St., Elkhorn, WI 53121.**

I, Juliette M. Taylor, being duly sworn, depose and say that on the **14th day of December, 2009** at 1:27 pm, I:

**INDIVIDUALLY/PERSONALLY** served by delivering a true copy of the **Notice of Injury** with the date and hour of service endorsed thereon by me, to: **Kimberly S. Bushey** at the address of: **Clerk of Walworth County, 100 West Walworth St., Elkhorn, WI 53121**, and informed said person of the contents therein, in compliance with state statutes.

I certify that I am an adult over the age of 18, I am a resident of the State of Wisconsin, and I have no interest in the above action. I also certify that at the time of said service, I endorsed upon the copy so served, the date upon which the same was served, the time, place, manner of service and upon whom service was made and signed my name thereto.



*Juliette M. Taylor*  
**Juliette M. Taylor**  
Process Server

Subscribed and Sworn to before me on the 15th day of December, 2009 by the affiant who is personally known to me.

*Karen Schoenbeck*  
\_\_\_\_\_  
NOTARY PUBLIC  
STATE OF WISCONSIN/ILLINOIS  
MY COMMISSION EXPIRES: 5-8-11

**GREGG INVESTIGATIONS, INC.**  
210 Dodge St.  
P O Box 669  
Janesville, WI 53547-0669  
(608) 755-1976  
Our Job Serial Number: 2009012195

**AFFIDAVIT OF SERVICE**

**Notice of Injury**

Case Number: \_\_\_\_\_

**Marjorie L. Geiger  
Walworth County**

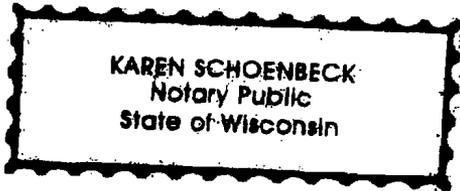
For:  
George W. Curtis  
Curtis Law Office  
491 S. Washburn St. Suite 100  
P.O. Box 2845  
Oshkosh, WI 54903-2845

Received by GREGG INVESTIGATIONS, INC. to be served on **Shane Crawford, Public Works Director, W4097 County Rd. NN, Elkhorn, WI 53121.**

I, Juliette M. Taylor, being duly sworn, depose and say that on the **14th day of December, 2009 at 1:41 pm, I:**

**INDIVIDUALLY/PERSONALLY served by delivering a true copy of the Notice of Injury with the date and hour of service endorsed thereon by me, to: Shane Crawford at the address of: Public Works Director, W4097 County Rd. NN, Elkhorn, WI 53121, and informed said person of the contents therein, in compliance with state statutes.**

I certify that I am an adult over the age of 18, I am a resident of the State of Wisconsin, and I have no interest in the above action. I also certify that at the time of said service, I endorsed upon the copy so served, the date upon which the same was served, the time, place, manner of service and upon whom service was made and signed my name thereto.



*Juliette M. Taylor*  
Juliette M. Taylor  
Process Server

Subscribed and Sworn to before me on the 15th day of December, 2009 by the affiant who is personally known to me.

*Karen Schoenbeck*  
NOTARY PUBLIC  
STATE OF WISCONSIN/ILLINOIS  
MY COMMISSION EXPIRES: 5-8-11

GREGG INVESTIGATIONS, INC.  
210 Dodge St.  
P O Box 669  
Janesville, WI 53547-0669  
(608) 755-1976  
Our Job Serial Number: 2009012196

## CLAIM FOR DAMAGES

TO: Kimberly S. Bushey  
Clerk of Walworth County, Wisconsin  
100 West Walworth Street  
Elkhorn, WI 53121  
Clerk of Walworth County on behalf of Walworth County

Shane Crawford  
Public Works Director  
W4097 County Road NN  
Elkhorn, WI 53121  
Employee of Walworth County

The following claim for damages is made pursuant to Section 893.80(1)(b), Stats.

1. Claimant Marjorie L. Geiger is an adult who resides at 6833 West Hobart Avenue, Chicago, Cook County, Illinois 60631.

2. On or about September 14, 2009, Marjorie L. Geiger was traveling westbound on Highway 120 in Walworth County, when she drove into a hole on the highway that was not adequately marked.

3. As a result of this accident, Marjorie L. Geiger sustained injuries to her right ankle, back, right breast, and abdomen, as well as injury to her body as a whole.

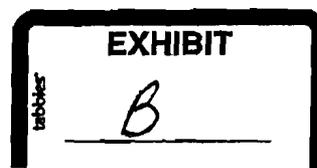
4. At all times material, the highway was owned and maintained by Walworth County and work was being performed on the highway by the Public Works Department of Walworth County.

5. On information and belief, Walworth County and the Public Works Department of Walworth County were negligent due to inadequate markings, signage, and warnings of the danger through signs and through signals from agents/employees of Walworth County, resulting in injuries to the Marjorie L. Geiger.

6. The defect and inadequacies existed for sufficient time such that the Public Works Department of Walworth County had adequate notice of the defect prior to September 14, 2009.

7. As a direct and proximate result of the negligence of Walworth County, Marjorie L. Geiger sustained and, on information and belief will sustain in the future, injuries and damages in the form of past and future pain, suffering and disability, past and future medical expenses, wage loss and loss of earning capacity in the amount of \$250,000.

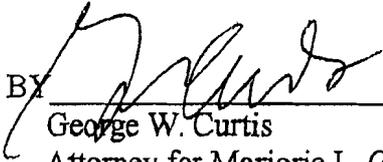
WHEREFORE, Marjorie L. Geiger demands satisfaction in the amount of \$250,000 from Walworth County.



Dated this 18 day of January, 2011.

CURTIS LAW OFFICE

BY



George W. Curtis

Attorney for Marjorie L. Geiger

491 South Washburn Street, Suite 100

P.O. Box 2845

Oshkosh, WI 5903-2845

(920) 233-1010

State Bar No.: 1008548

**AFFIDAVIT OF SERVICE**

State of Wisconsin

County of Walworth

Circuit Court

Case Number: \_\_\_\_\_

**Marjorie L. Geiger  
Walworth County**

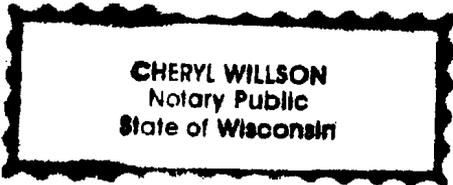
For:  
George W. Curtis  
Curtis Law Office  
491 S. Washburn St. Suite 100  
P.O. Box 2845  
Oshkosh, WI 54903-2845

Received by GREGG INVESTIGATIONS, INC. to be served on Kimberly S. Bushey, Clerk of Walworth County, 100 West Walworth St., Elkhorn, WI 53121.

I, Juliette M. Taylor, being duly sworn, depose and say that on the 25th day of January, 2011 at 10:10 am, I:

**INDIVIDUALLY/PERSONALLY** served by delivering a true copy of the **Claim for Damages** with the date and hour of service endorsed thereon by me, to: **Kimberly S. Bushey** at the address of: **Clerk of Walworth County, 100 West Walworth St., Elkhorn, WI 53121**, and informed said person of the contents therein, in compliance with state statutes.

I certify that I am an adult over the age of 18, I am a resident of the State of Wisconsin, and I have no interest in the above action. I also certify that at the time of said service, I endorsed upon the copy so served, the date upon which the same was served, the time, place, manner of service and upon whom service was made and signed my name thereto.



*Juliette M. Taylor*  
Juliette M. Taylor  
Process Server

Subscribed and Sworn to before me on the 25th day of January, 2011 by the affiant who is personally known to me.

*Cheryl Willson*  
NOTARY PUBLIC

STATE OF WISCONSIN/ILLINOIS  
MY COMMISSION EXPIRES: *March 18, 2012*

GREGG INVESTIGATIONS, INC.  
500 E. Milwaukee St., Lower  
P O Box 669  
Janesville, WI 53547-0669  
(608) 755-1976  
Our Job Serial Number: 2011000595

**AFFIDAVIT OF SERVICE**

State of Wisconsin

County of Walworth

Circuit Court

Case Number: \_\_\_\_\_

**Marjorie L. Geiger  
Walworth County**

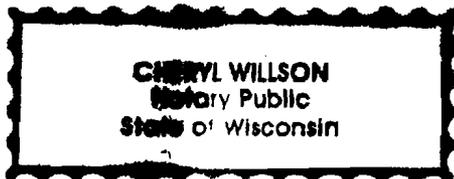
For:  
George W. Curtis  
Curtis Law Office  
491 S. Washburn St. Suite 100  
P.O. Box 2845  
Oshkosh, WI 54903-2845

Received by GREGG INVESTIGATIONS, INC. to be served on **Shane Crawford, Public Works Director, W4097 County Rd. NN, Elkhorn, WI 53121.**

I, *Juliette M. Taylor*, being duly sworn, depose and say that on the **27th day of January, 2011 at 8:45 am, I:**

**INDIVIDUALLY/PERSONALLY served by delivering a true copy of the Claim for Damages with the date and hour of service endorsed thereon by me, to: Shane Crawford at the address of: Public Works Director, W4097 County Rd. NN, Elkhorn, WI 53121, and informed said person of the contents therein, in compliance with state statutes.**

I certify that I am an adult over the age of 18, I am a resident of the State of Wisconsin, and I have no interest in the above action. I also certify that at the time of said service, I endorsed upon the copy so served, the date upon which the same was served, the time, place, manner of service and upon whom service was made and signed my name thereto.



*Juliette M. Taylor*  
**Juliette M. Taylor  
Process Server**

Subscribed and Sworn to before me on the 27th day of January, 2011 by the affiant who is personally known to me.

*Cheryl Willson*  
\_\_\_\_\_  
NOTARY PUBLIC

STATE OF WISCONSIN/ILLINOIS  
MY COMMISSION EXPIRES: *March 18, 2012*

**GREGG INVESTIGATIONS, INC.  
500 E. Milwaukee St., Lower  
P O Box 669  
Janesville, WI 53547-0669  
(608) 755-1976  
Our Job Serial Number: 2011000596**

DATE 6/31/11 TIME 8:45 AM  
PLACE 100 W. Walnut St  
Edison WI  
MANNER Personal  
UPON County of Walworth By, Theresa Cliffgord, not clerk  
BY [Signature]  
GREGG INVESTIGATIONS

RECEIVED  
WALWORTH COUNTY CLERK

2011 JUN 20 AM 9:36

Telephone: (262) 728-4140  
Fax: (262) 728-4142

**WALWORTH COUNTY METROPOLITAN SEWERAGE DISTRICT**

975 W. Walworth Ave. • Delavan, WI 53115

May 25, 2011

Ms. Kimberly Bushey  
County Clerk  
Walworth County  
Government Center  
PO Box 1001  
100 W. Walworth Street  
Elkhorn, WI 53121

**Subject: Walworth County Metropolitan Sewerage District Year 2010 Annual Report**

Dear Ms. Bushey:

Enclosed is a copy of the Year 2010 Annual Report of the Walworth County Metropolitan Sewerage District as adopted by the Commission on May 10, 2011.

This report is being sent to you as required by Section 200.11(1)(e) of the Wisconsin Statutes.

If you have any questions regarding this report, please feel free to contact me at (262)-728-4140 between the hours of 8:00 a.m. to 4:00 p.m.

Sincerely,

Karla Rose Eggink, P. E.  
Administrator

keggink@walcomet.com

# ***RESOLUTION NO.: 20--2011-12***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

MAJORITY

1 Wisconsin Counties Association (WCA) initially endorsed a budget provision that could  
2 cost Outagamie County \$2 to \$3 million worth of highway work. It would prohibit us from  
3 ~~providing cost-effective highway work to communities within and outside our county which~~  
4 ~~will cost town, municipal and county taxpayers. Additionally, it will destabilize our~~  
5 ~~workforce compromising our ability to provide effective local and state snow plow~~  
6 operations in the winter. During budget deliberations it was clear this provision would  
7 adversely affect some counties, including Outagamie. Since this provision passed the Joint  
8 Finance Committee, legislators continue to use the WCA position as rationale for supporting  
9 this provision. Outagamie and numerous counties around the state are bypassing the WCA  
10 and directly lobbying legislators and the governor on this issue. This resolution is being  
11 requested to denounce the process and tactics employed to support this provision.  
12 Specifically, (1) counties like Outagamie were NOT notified of the full content of this  
13 provision before the WCA issued their support, (2) the negative provisions of this motion  
14 were not detailed in the memorandum of support.

15  
16 NOW THEREFORE, the undersigned members of the Legislative/Audit and Human Resources  
17 Committee recommend adoption of the following resolution.

18 BE IT RESOLVED, that the Outagamie County Board of Supervisors does request that the state  
19 legislators eliminate the non fiscal provisions 16-28 of the Omnibus Transportation Motion  
20 (Amendment 352), and maintain current law, and

21 BE IT FURTHER RESOLVED, that the Outagamie County Board of Supervisors oppose the  
22 Wisconsin Counties Association initial endorsement of the budget provisions 16-28 of the Omnibus  
23 Transportation Motion (Amendment 352), and now concur with the current position of Wisconsin  
24 Counties Association removing the non fiscal provisions 16-28 of the Omnibus Transportation Motion  
25 (Amendment 352), and

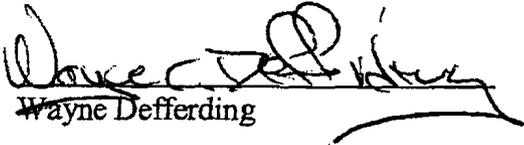
26 BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy  
27 of this resolution to the Outagamie County Executive, the Outagamie County Lobbyist, Wisconsin  
28 Counties Association, and all Wisconsin Counties.

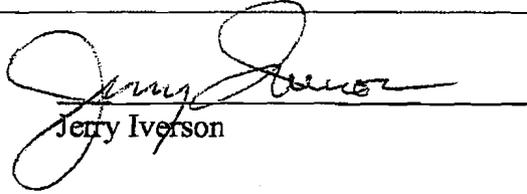
Dated this 14 day of June, 2011.

Respectfully Submitted,  
LEGISLATIVE/AUDIT &  
HUMAN RESOURCES COMMITTEE

  
James Pleuss

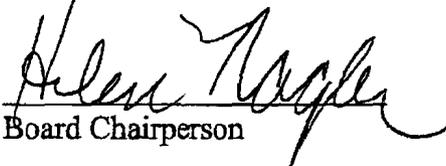
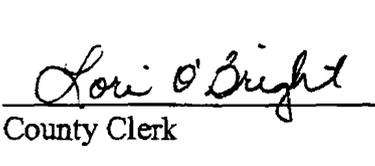
  
Jim Mahan

  
Wayne Defferding

  
Jerry Iverson

\_\_\_\_\_  
Shane Griesbach

Duly and officially adopted by the County Board On: June 14, 2011

Signed:  Board Chairperson  
 County Clerk

Approved: 6-15-11 Vetoed: \_\_\_\_\_

Signed:   
County Executive

OUTAGAMIE COUNTY BOARD MEETING  
JUNE 14, 2011

Resolution No. 20 --2011-12

ROLL CALL for adoption as amended: RESOLUTION #20 --2011-12 IS ADOPTED AS AMENDED.

1 C. SCHMIDT	ABSTAIN	19 VANDENHEUVEL	YES
2 H. NAGLER	YES	20 M. TRENTLAGE	Not Present
3 J. MAHAN	NO	21 L. HAMMEN	YES
4 W. DEFFERDING	YES	22 P. HIRTE	YES
5 J. IVERSON	YES	23 D. SCHOMMER	YES
6 T. RABEC	YES	24 J. McDANIEL	YES
7 J. MUELLER	NO	25 M. McANDREWS	YES
8 P. BECKLEY	NO	26 VANDER HEIDEN	YES
9 P. STUECK	YES	27 C. KRAMER	NO
10 A. STRAUCH	YES	28 N. AUSTIN	YES
11 K. GROAT	YES	29 J. SCHUETTE	YES
12 R. GOSSE	YES	30 R. WEYENBERG	YES
13 D. JANSSEN	YES	31 N. HOFACKER	ABSTAIN
14 D. BUECHEL	YES	32 A. SCHMIDT	YES
15 J. PLEUSS	YES	33 D. CULBERTSON	YES
16 V. CALLIES	YES	34 S. GRIESBACH	NO
17 J. DUNCAN	YES	35 R. THERN	YES
18 D. DE GROOT	YES	36 C. ANTHONY	YES
<b>Results</b>	<b>Item 21 Passed (28 YES - 5 NO)</b>		<b>Maj</b>

**OUTAGAMIE COUNTY BOARD MEETING  
JUNE 14, 2011**

**Resolution No. 20 --2011-12**

Supervisor Pleuss moved, seconded by Supervisor Schuette, to amend Resolution #20 as listed on the desks as LH.3, which adds on line 1 the word "initially" after "(WCA)"; on line 23 add the word "initial" after the word "Association"; on line 24 after the word "and" add "now concur with the current position of Wisconsin Counties Association removing the non fiscal provisions 16-28 of the Omnibus Transportation Motion (Amendment 352), and"

**AMENDMENT TO RESOLUTION #20 --2011-12 IS APPROVED.**

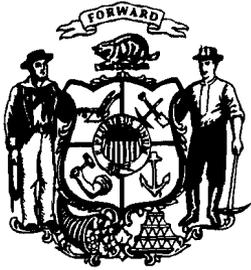
1 C. SCHMIDT	YES	19 VANDENHEUVEL	YES
2 H. NAGLER	YES	20 M. TRENTLAGE	Not Present
3 J. MAHAN	YES	21 L. HAMMEN	YES
4 W. DEFFERDING	YES	22 P. HIRTE	YES
5 J. IVERSON	YES	23 D. SCHOMMER	YES
6 T. RABEC	Not Present	24 J. McDANIEL	YES
7 J. MUELLER	YES	25 M. McANDREWS	YES
8 P. BECKLEY	NO	26 VANDER HEIDEN	YES
9 P. STUECK	YES	27 C. KRAMER	NO
10 A. STRAUCH	YES	28 N. AUSTIN	NO
11 K. GROAT	YES	29 J. SCHUETTE	YES
12 R. GOSSE	YES	30 R. WEYENBERG	YES
13 D. JANSSEN	YES	31 N. HOFACKER	NO
14 D. BUECHEL	YES	32 A. SCHMIDT	YES
15 J. PLEUSS	YES	33 D. CULBERTSON	NO
16 V. CALLIES	YES	34 S. GRIESBACH	NO
17 J. DUNCAN	YES	35 R. THERN	YES
18 D. DE GROOT	YES	36 C. ANTHONY	YES
<b>Results</b>	<b>Item 20 Passed (28 YES - 6 NO)</b>		<b>Maj</b>

**OUTAGAMIE COUNTY BOARD MEETING  
JUNE 14, 2011**

Resolution No. 20 --2011-12

Supervisor Groatt moved, seconded by Supervisor A. Schmidt, to suspend the rules to allow Resolution No. 20 --2011-12 on the agenda. SUSPENSION OF THE RULES TO ALLOW ACTION ON RESOLUTION #20 --2011-12 AS LISTED ON THE AGENDA IS APPROVED.

1 C. SCHMIDT	YES	19 VANDENHEUVEL	YES
2 H. NAGLER	YES	20 M. TRENTLAGE	Not Present
3 J. MAHAN	YES	21 L. HAMMEN	YES
4 W. DEFFERDING	YES	22 P. HIRTE	YES
5 J. IVERSON	YES	23 D. SCHOMMER	YES
6 T. RABEC	YES	24 J. McDANIEL	YES
7 J. MUELLER	YES	25 M. McANDREWS	YES
8 P. BECKLEY	YES	26 VANDER HEIDEN	YES
9 P. STUECK	YES	27 C. KRAMER	NO
10 A. STRAUCH	YES	28 N. AUSTIN	YES
11 K. GROAT	YES	29 J. SCHUETTE	YES
12 R. GOSSE	YES	30 R. WEYENBERG	YES
13 D. JANSSEN	YES	31 N. HOFACKER	YES
14 D. BUECHEL	YES	32 A. SCHMIDT	YES
15 J. PLEUSS	YES	33 D. CULBERTSON	YES
16 V. CALLIES	YES	34 S. GRIESBACH	YES
17 J. DUNCAN	YES	35 R. THERN	YES
18 D. DE GROOT	YES	36 C. ANTHONY	YES
<b>Results</b>	<b>Item 2 Passed (34 YES - 1 NO)</b>		<b>Maj</b>



**SCOTT WALKER**  
**OFFICE OF THE GOVERNOR**  
**STATE OF WISCONSIN**

RECEIVED  
WALWORTH COUNTY CLERK

2011 JUN 30 AM 5:13  
P.O. Box 7863  
MADISON, WI 53707

June 29, 2011

Ms. Kimberly S. Bushey  
County Clerk  
Walworth County  
PO Box 1001  
Elkhorn, WI 53121-1001

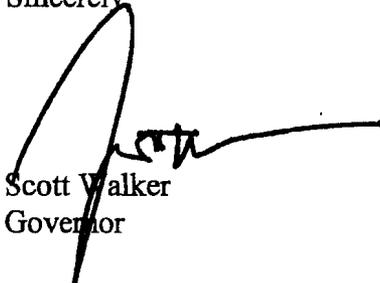
Dear Ms. Bushey,

Thank you for contacting my office with your resolution. I appreciate the chance to hear from communities all across Wisconsin.

As a former county executive, I appreciate all of the day to day work that is done to keep government functioning at the local level. Furthermore, I am committed to staying up-to-date on the many issues facing Wisconsin.

Thank you again for sharing your resolution with me. I will keep your thoughts and ideas in mind. Please stay in touch as we work together to move Wisconsin forward.

Sincerely,



Scott Walker  
Governor



## July 12, 2011 – Walworth County Board Meeting

County Clerk

### **Report of the County Clerk Regarding Communications Received by the Board and Recommended to be Placed on File**

Kimberly S. Bushey  
County Clerk

- There were none

FORM #2, #2A, 2B

REFERRAL AND NOTICE OF PETITION TO  
WALWORTH COUNTY ZONING AGENCY, COUNTY SUPERVISORS OF  
AFFECTED DISTRICTS AND COUNTY BOARD

WHEREAS the following petitions have been filed with the County Clerk  
requesting that the County Zoning Ordinance and Shoreland Zoning Ordinance be  
amended as specified:

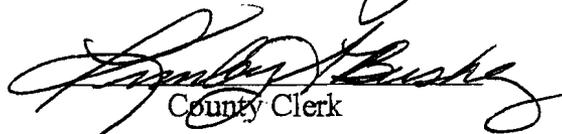
REPORT OF PETITIONS REFERRED TO  
WALWORTH COUNTY ZONING AGENCY

The undersigned County Clerk hereby reports that the following petitions for  
rezone of lands in Walworth County as specified were referred to the County Zoning  
Agency for public hearing:

NAME	TOWN	CHANGE REQUESTED	DATE REFERRED
Clayton & Mary French	LaFayette K LF-27-5A	.5.99 acres of A-1 to C-2	June 13 <sup>th</sup> , 2011
Fairwyn Trading Company, LLC	Bloomfield MB-1-1 & 7	Approx. 50 acres of A-1 to R-1 & C-4	June 13 <sup>th</sup> , 2011
Joe & Wendy Staller	Richmond CA3794-3	Approx. 1.7 acres A-1 to A-4	June 13 <sup>th</sup> , 2011

Said petition/s is hereby referred to the County Zoning Agency as the Zoning Agency of this County, which is hereby directed to hold one or more public hearings on the changes proposed in said petition/s, pursuant to Section 59.69(5) (e) Wisconsin Statutes. That copies of said petitions are available for review on the Walworth County Website at ([www.co.walworth.wi.us](http://www.co.walworth.wi.us)).

Dated this 28<sup>th</sup> day of June, 2011.

  
County Clerk

cc. County Supervisor Randy A. Hawkins  
County Supervisor Joe Schaefer  
County Supervisor Carl Redenius

June 20, 2011  
June 20, 2011 - expanded

Please include the following County Zoning Agency items on the July 12, 2011, County Board agenda:

Rezoning:

- 1) Hold Your Horses LLC c/o Lakeland Animal Shelter, Town of Delavan, Rezone approximately 13.31 acres from A-1, R-1 and M-1 to A-4.

Approved 5 – 0 at the June 16, 2011, County Zoning Agency public hearing

CONFORMANCE WITH COUNTY LAND USE PLAN: The County 2035 Land Use Plan identifies this area as (AP) Prime Agricultural land use category. A-4 zoning is allowed in the Prime Agricultural land use category.

- 2) Various Owners, Town of Bloomfield, Rezone portions of Nippersink Park from B-5 to R-1.

Approved 5 – 0 at the June 16, 2011, County Zoning Agency public hearing

CONFORMANCE WITH COUNTY LAND USE PLAN: The County 2035 Land Use Plan identifies all of the parcels as the Urban Density Residential (less than 5 acres per dwelling) land use category.

Thank you

ORDINANCE NO. 682 – 07/11

AMENDING SUB-PARAGRAPH 9 OF SECTION 2-131 (a) OF THE WALWORTH  
COUNTY CODE OF ORDINANCES RELATIVE TO DUTIES OF  
THE EXECUTIVE COMMITTEE

THE WALWORTH COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

1 **PART I: That section 2-131 of the Walworth County Code of Ordinances is hereby amended**  
2 **to read as follows (additions are underlined; deletions are shown in strike-through text):**

3  
4 **“Sec. 2-131. Executive Committee.**

5 (9) Assist in the coordination of criminal justice resources.

6 a. In carrying out this responsibility, it is the policy of the County Board that criminal  
7 justice resources be allocated on evidence-based models to further the following objectives:

8 1. Public safety;

9 2. Prevention of re-offending or recidivism;

10 3. Appropriate punishment;

11 4. Cost-effectiveness.

12 ~~a.~~ b. For purposes of carrying out this paragraph, there is hereby created a criminal justice  
13 coordinating committee, which committee shall advise the executive committee with respect to  
14 criminal justice issues. Members of the criminal justice coordinating committee shall be  
15 subject to confirmation by the county board and shall serve without per diem or reimbursement  
16 and shall consist of the following members:

17 1. ~~Each circuit court judge;~~ Every circuit court judge is a voting member but only  
18 one judge shall be counted for purposes of determining a quorum of the committee;

19 2. County board chairperson or a county board supervisor designated by the  
20 county board chairperson;

21 3. Jail administrator or the assistant jail administrator if designated by the jail  
22 administrator;

23 4. District attorney or an assistant district attorney designated by the district  
24 attorney;

25 5. Health and human services director or an assistant director if designated by the  
26 health and human services director;

27 6. Public defender or an attorney designated by the public defender;

28 7. Probation and parole agent or a designee of that office if authorized by the

1 member agent;

2 8. Representative from Walworth County Chief of Police Association or a county  
3 police chief if designated by the member police chief;

4 9. Representative from higher education;

5 10. Clerk of circuit court;

6 11. District court administrator.

7  
8 b. c. The committee shall at its May meeting elect a chairperson and vice-chairperson  
9 which officers shall serve for two-year terms.

10  
11 **PART II:** That this ordinance shall become effective upon passage and publication.

12  
13 **PASSED and ADOPTED** by the Walworth County Board of Supervisors this 12<sup>th</sup> day of July 2011.  
14  
15  
16

17  
18 \_\_\_\_\_  
19 Nancy Russell  
20 County Board Chair

21 \_\_\_\_\_  
22 Kimberly S. Bushey  
23 Attest: County Clerk

24 County Board Meeting Date: July 12, 2011

25 Action Required: Majority Vote \_\_\_\_\_ Two-thirds Vote X Other \_\_\_\_\_

Policy and Fiscal Note is attached.

Reviewed and approved pursuant to Section 2-91 of the Walworth County Code of Ordinances:

DA Bretl 6/28/11  
Date  
David A. Bretl  
County Administrator/Corporation Counsel

N. Andersen 6/30/2011  
Date  
Nicole Andersen  
Deputy County Administrator - Finance

If unsigned, exceptions shall be so noted by the County Administrator.



**Resolution No. 30 – 07/11**

**Endorsing Preparation by the Milwaukee 7 and the Southeastern Wisconsin Regional Planning Commission of a Comprehensive Economic Development Strategy and the Potential Designation of the 7-County Southeastern Wisconsin Region as an Economic Development District**

1 Moved/Sponsored by: Executive Committee

2  
3 **WHEREAS**, the Milwaukee 7 is considering the preparation of a Comprehensive Economic  
4 Development Strategy (CEDS) for the seven-county Southeastern Wisconsin Region with  
5 assistance from the Southeastern Wisconsin Regional Planning Commission (SEWRPC) in this  
6 planning effort; and,

7  
8 **WHEREAS**, the completion of a CEDS and subsequent designation of the seven-county region  
9 as an Economic Development District (“EDD”) is considered essential to ensure that the  
10 Southeastern Wisconsin region remains competitive in securing grants-in-aid from the U.S.  
11 Economic Development Administration; and,

12  
13 **WHEREAS**, preparation of the CEDS will involve a cooperative effort by the Milwaukee 7 and  
14 SEWRPC with substantial involvement by the Walworth County Economic Development  
15 Alliance (WCEDA) in order to ensure that the county’s needs are addressed with respect to  
16 population, land use, infrastructure and economy; and,

17  
18 **WHEREAS**, the CEDS will include documentation of a strategic planning effort for advancing  
19 the region’s economy; and,

20  
21 **WHEREAS**, the CEDS will be updated periodically and will identify priority areas and projects  
22 to be pursued in regard to implementation of the plan; and,

23  
24 **WHEREAS**, upon its completion, the final CEDS and the potential application of the seven-  
25 county region to become an EDD will move forward only upon final approval and adoption of  
26 the plan by the County Board.

27  
28 **NOW, THEREFORE, BE IT RESOLVED** that the Walworth County Board of Supervisors  
29 hereby endorses preparation of a CEDS by the Milwaukee 7 and SEWRPC and the potential  
30 designation of the 7-County Southeastern Wisconsin Region as an Economic Development  
31 District.

32  
33  
34

35 \_\_\_\_\_  
36 Nancy Russell  
37 County Board Chair

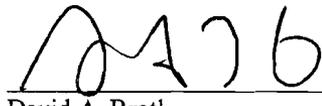
35 \_\_\_\_\_  
36 Kimberly S. Bushey  
37 County Clerk

38  
39 County Board Meeting Date: July 12, 2011

40  
41 Action Required:    Majority Vote   X              Two-thirds Vote \_\_\_\_\_            Other \_\_\_\_\_

Policy and Fiscal Note is attached.

Reviewed and approved pursuant to Section 2-91 of the Walworth County Code of Ordinances:

 6/28/11  
Date

David A. Bretl  
County Administrator/Corporation Counsel

 6/30/2011  
Date

Nicole Andersen  
Deputy County Administrator - Finance

If unsigned, exceptions shall be so noted by the County Administrator.

**Policy and Fiscal Note**  
**Resolution No. 30 – 07/11**

- I. **Title:** Endorsing Preparation by the Milwaukee 7 and the Southeastern Wisconsin Regional Planning Commission of a Comprehensive Economic Development Strategy and the Potential Designation of the 7-County Southeastern Wisconsin Region as an Economic Development District
  
- II. **Purpose and Policy Impact Statement:** The purpose of this resolution is to endorse preparation of a Comprehensive Economic Development Strategy by the Milwaukee 7 and SEWRPC and potentially designate the 7-county Southeastern Wisconsin region as an Economic Development District.
  
- III. **Budget and Fiscal Impact:** No Walworth County funds are being sought by the Milwaukee 7 to prepare this study.
  
- IV. **Referred to the following standing committees for consideration and date of referral:**

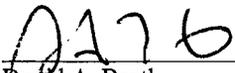
Committee: Executive

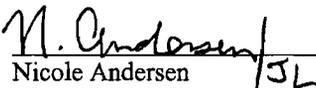
Meeting Date: June 20, 2011

Vote: 4 - 1

County Board Meeting Date: July 12, 2011

Policy and fiscal note has been reviewed and approved as an accurate statement of the probable policy and fiscal impacts associated with passage of the attached resolution.

 6/28/11  
\_\_\_\_\_  
David A. Bretl Date  
County Administrator/Corporation Counsel

 6/30/2011  
\_\_\_\_\_  
Nicole Andersen Date  
Deputy County Administrator - Finance







**Policy and Fiscal Note**  
**Resolution No. 35 - 07/11**

- I. Title:** Directing the Treasurer to Reject Settlement of a Special Assessment in the City of Whitewater Relative to Tax Incremental Financing (TIF) District No. 4
- II. Purpose and Policy Impact Statement:** The purpose of this resolution is to direct the County Treasurer to reject settlement of a special assessment submitted by the City of Whitewater in regard to a payment in lieu of taxes in Whitewater TIF District No. 4 in the amount of \$124,000.
- III. Budget and Fiscal Impact:** Passage of this resolution would cause the City of Whitewater to bear the loss of the failure of this property owner to fulfill its payment in lieu of taxes (PILOT) obligation. Failure to pass this resolution would mean that the County would treat this PILOT as a special assessment and settle with the City of Whitewater for the full amount of the unpaid pilot.
- IV. Referred to the following standing committees for consideration and date of referral:**

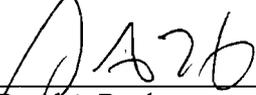
Committee: Finance

Meeting Date: April 28, 2011

Vote: 4 – 0

County Board Meeting Date: July 12, 2011

Policy and fiscal note has been reviewed and approved as an accurate statement of the probable policy and fiscal impacts associated with passage of the attached resolution.

 7/5/11  
\_\_\_\_\_  
Date  
David A. Bretl  
County Administrator/Corporation Counsel

 7/5/11  
\_\_\_\_\_  
Date  
Nicole Andersen  
Deputy County Administrator - Finance

**Resolution No. 33 - 07/11**

**Approving an Affirmative Action Plan for Walworth County for Plan Year July 1, 2011 to June 30, 2013**

1 Moved/Sponsored by: Human Resources Committee  
2

3 **BE IT RESOLVED** by the Walworth County Board of Supervisors that the affirmative action  
4 plan attached hereto be and the same is hereby approved.  
5  
6  
7  
8

9 \_\_\_\_\_  
10 Nancy Russell  
11 County Board Chair  
12

\_\_\_\_\_   
Kimberly S. Bushey  
County Clerk

13  
14 Action Required: Majority  X  Two-thirds \_\_\_\_\_ Other \_\_\_\_\_  
15

16 County Board Meeting Date: July 12, 2011

Policy and Fiscal Note is attached.

Reviewed and approved pursuant to Section 2-91 of the Walworth County Code of Ordinances:

DA76 6/30/11  
David A. Bretl Date  
County Administrator/Corporation Counsel

N. Andersen 6/30/2011  
Nicole Andersen Date  
Deputy County Administrator - Finance

If unsigned, exceptions shall be so noted by the County Administrator.

**Policy and Fiscal Note**  
**Resolution No. 33 - 07/11**

- I. **Title:** Approving an Affirmative Action Plan for Walworth County for Plan Year July 1, 2011 to June 30, 2013
- II. **Purpose and Policy Impact Statement:** The purpose of this resolution is to approve the attached affirmative action plan. Adoption of a plan is required for many grants used by the County.
- III. **Budget and Fiscal Impact:** Funds are included in the budget to implement the provisions of this plan.
- IV. **Referred to the following standing committees for consideration and date of referral:**

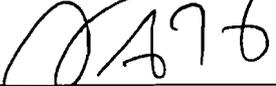
Committee: Human Resources

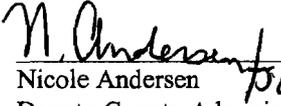
Meeting Date: June 22, 2011

Vote: 4 – 0

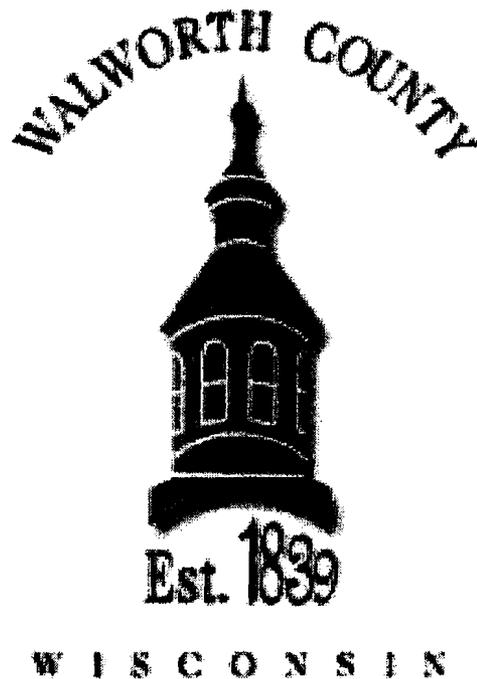
County Board Meeting Date: July 12, 2011

Policy and fiscal note has been reviewed and approved as an accurate statement of the probable policy and fiscal impacts associated with passage of the attached resolution.

 6/30/11  
\_\_\_\_\_  
Date  
David A. Bretl  
County Administrator/Corporation Counsel

 6/30/2011  
\_\_\_\_\_  
Date  
Nicole Andersen  
Deputy County Administrator - Finance

# Affirmative Action Plan



of

**Walworth County, Wisconsin**

**For Plan Year**

**July 1, 2011 to June 30, 2013**

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# Introduction

Walworth County, located in southeastern Wisconsin, was created in 1838. The County Board is comprised of 11 members, serving two-year terms. In addition to monthly meetings of the full board, there are monthly meetings of the committees responsible for oversight of 18 departments.

The County Administrator is responsible for coordinating the administrative and management functions of county government, acts as the chief administrative officer of the county, and ensures the observance and enforcement of all county ordinances and policies by all county officials and department heads.

Each department head is responsible for the day-to-day management of their department, of which seven of these positions are elected.

Walworth County employs over 1000 employees in regular and casual positions. Regular full-time and part-time employees are regularly scheduled to work each week. Casual or limited term employees are scheduled to work on an intermittent basis for special projects or to replace regular employees who are absent from work. Approximately 73% of regular employees are represented by labor unions.

AFSCME Council 40 (American Federation of State, County and Municipal Employees) represents four locals:

- Courthouse Employees, Local 1925B
- Lakeland Health Care Center Employees, Local 1925A
- Health & Human Service Employees, Local 1925C
- Highway Employees, Local 1925

The remaining unions that represent County employees are:

- Deputy Sheriffs Association
- Health & Human Service Professional Employees Association
- Lakeland Education Association (affiliated with WEA - Wisconsin Education Association)

# Policy Statements

## General Statement

It is the policy of the Walworth County Board of Supervisors to be fair and equitable in all its relations with its employees and applicants for employment without regard to age (40 and over), race, creed, color, handicap/disability, marital status, sex/gender, national origin, ancestry, sexual orientation, arrest/conviction record, military service/veteran status, genetic information, religion, use or nonuse of lawful products off the employer's premises during nonworking hours or other protected status.

The Walworth County Board of Supervisors continues to be committed to the concept of equal employment opportunity as a necessary element of basic merit system principles that all persons shall be afforded equal access to positions in the public service limited only by their ability to do the job. Equal opportunity can best be effected through definitive programmed affirmative action. If progress towards achieving equal employment opportunity is to be made, every County citizen and employee must realize that policies to remove inequalities cannot be merely passive. Positive steps must be taken to remove conditions that could result in unlawful employment discrimination.

The major emphasis of this affirmative action plan is to continue to remove artificial employment practices that could operate disadvantageously for an identifiable protected group of persons and to apply good faith efforts to seek out, employ, train and promote under-represented protected group members within and into the County's workforce. The County Board of Supervisors believes that an effective affirmative action program not only benefits those who could have been denied equal employment opportunity, but also will benefit Walworth County.

The Walworth County Board of Supervisors, through adoption of this affirmative action plan, commits the County and all its operating departments to a results-oriented personnel program aimed at achieving equal employment opportunity in all occupational levels of the County service.

## **Affirmative Action Dissemination**

Walworth County has established various channels of communication to ensure that employees and the community are aware of the company's positive posture relative to equal employment opportunity and affirmative action.

### **Internal Dissemination**

The affirmative action policy is stated as part of Walworth County's Code of Ordinances and is covered in the Equal Employment Opportunity division of the Human Resources Chapter. (Chapter 15, Article II, Division I, Sections 15-31 to 15-36).

- A. Department Heads and first line supervisors will be periodically informed by:
- Written communication from the County Administrator and Equal Employment Opportunity (EEO) Coordinator.
  - Discussion of the program at Department Head meetings keying in on individual responsibilities and review progress when appropriate.
  - Orientation sessions for new Department Heads and supervisory personnel to explain intent of policy and individual responsibility for effective implementation of the plan, including the requirements of State and Federal regulations concerning affirmative action, equal employment opportunity and non-discrimination in service delivery. Update sessions to be held periodically.
- B. All Department Heads and supervisory personnel will be informed that their performance on affirmative action goals will be rated along with other criteria in evaluation for overall performance, including promotions and merit increases. Inadequate cooperation or obstruction of the program will be considered a serious matter. Such continuing conduct may be grounds for disciplinary action.
- C. All employees will be informed of the County's policy on Equal Employment Opportunity and the affirmative action program through such means as:
- Presentation and discussion of the program by immediate supervisors for all new hires during initial orientation, by Human Resources at general new employee orientation and training programs dealing with County employment

practices such as performance evaluation workshops, supervisory skills training and cross-cultural awareness seminars.

- Such sessions will serve to: communicate to employees the seriousness of the County's commitment; to explain program goals; and clarify any misunderstandings by employees who may fear loss of employment or opportunities. Employees will be informed of their responsibility to adhere strictly to non-discriminatory practices in relation to other employees, recipients of services and the public.
- D. Discrimination clauses will be addressed through county-wide ordinances.
  - E. Equal employment opportunity and the affirmative action policy will be posted on all County bulletin boards.
  - F. Elements of the affirmative action program that will enable employees to know of and avail themselves of the benefits of the program will be communicated to them.
  - G. The Affirmative Action Plan is available online for review by any employee.

## **External Dissemination**

- A. All recruitment advertisements, the county website and the employee newsletter will carry the notice "Equal Opportunity Employer".
- B. State job service and appropriate recruiting sources will be informed in writing that we are an Equal Employment Opportunity Employer.
- C. Applicants for employment and recipients of county services shall be advised of their right to file discrimination complaints of reasonable accommodation.
- D. The Equal Employment Opportunity (EEO) Coordinator and Human Resources will disseminate employment information, seek and counsel prospects, provide information on the affirmative action program and in general ensure that every possible contact is made which can be judged to assist the affirmative action effort.
- E. The County shall not enter into any contract in the knowledge or belief that the contractor will discriminate on prohibited grounds in employment.
- F. The Affirmative Action Plan is available online for review by any member of the public.

## **Implementation of Policy**

The Walworth County Board of Supervisors has the ultimate responsibility for ensuring that equal employment opportunity and affirmative action receive the high level of priority that is due this activity.

Donna M. McIntyre, HR Specialist, has been designated the Equal Employment Opportunity (EEO) Coordinator of the County and has the full support of the board in carrying out these duties.

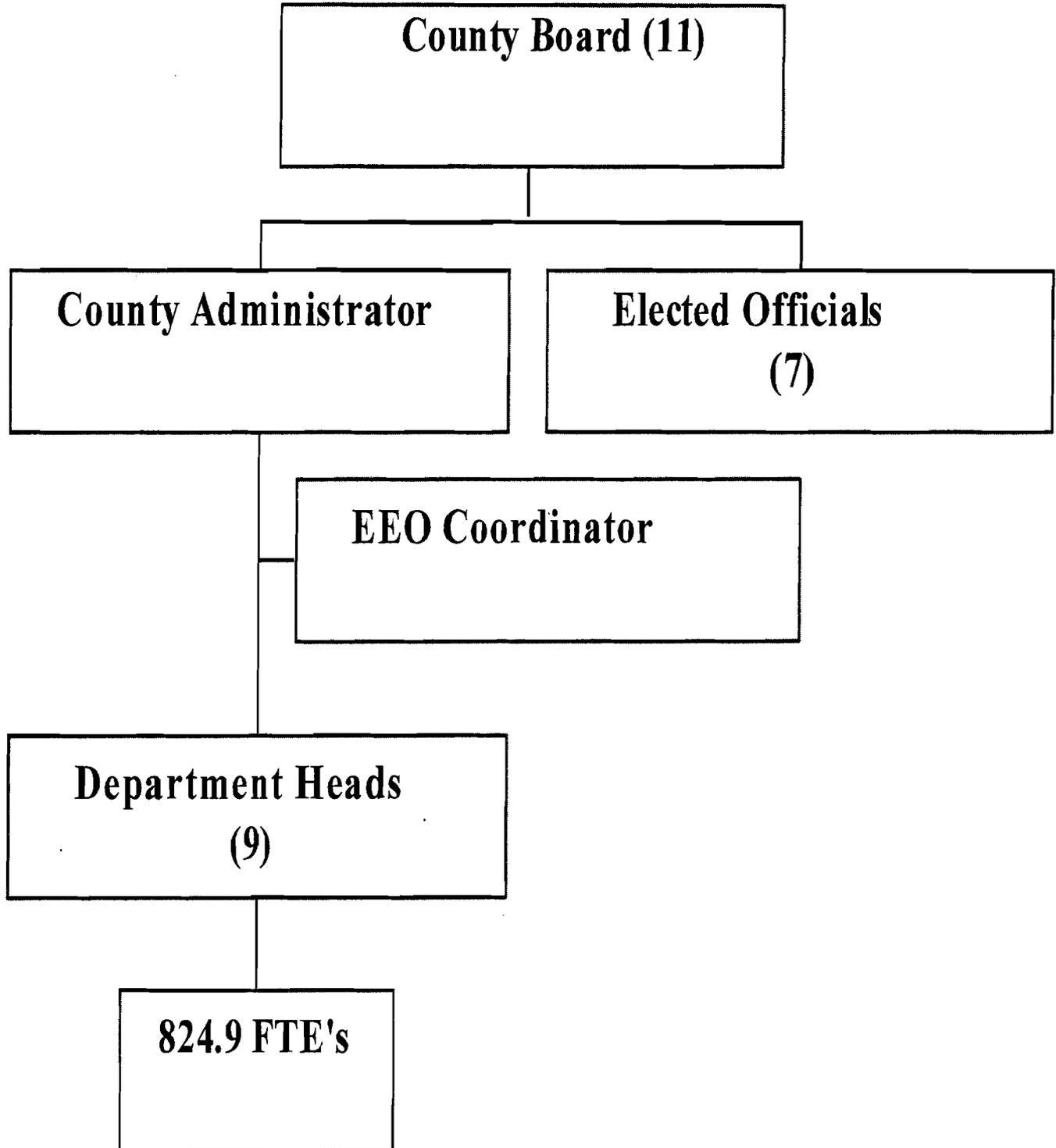
Walworth County's philosophy and policy on equal employment opportunity and affirmative action is set out in an ordinance.

To implement this policy, the following activities are carried out:

- Keeping management up-to-date concerning new development in the EEO field.
- Providing technical assistance in response to questions and concerns of employees and supervisors and, as needed, acting as liaison with appropriate agencies.
- Coordinating investigations and making recommendations concerning any allegations of discrimination, both internally and in connection with enforcement agencies.
- Conducting periodic audits and holding regular discussions with supervisors and managers to ensure that county policy is being implemented.
- Encouraging involvement with minority and women's organizations and community action groups.
- Ongoing research and development of applicant sources to facilitate the recruitment of diverse candidates.
- Assisting in the identification of problem areas through review of policies and recruitment procedures and conducting periodic utilization studies.
- Reporting to the Walworth County Board of Supervisors on AA efforts as requested.
- Developing educational programs to provide manager and supervisors with pertinent information to assist them in their compliance efforts.

# Utilization Analysis

## Table of Organization



## Workforce Analysis

### Walworth County (Geographic) Population 2010-2011

(Source: [http://dwd.wisconsin.gov/oea/aa\\_xls/walworth.xls](http://dwd.wisconsin.gov/oea/aa_xls/walworth.xls))

#### Gender

Male	50,716	50.32%
Female	50,070	49.68%

#### Race

White	86,827	86.15%
Black	803	.79%
Hispanic	8,799	8.73%
Asian	904	.90%
American Indian & Alaskan	198	.20%
Hawaiian & Pacific Islander & Other	2,581	2.56%
Two or More Races	674	.67%

### Walworth County (Geographic) Labor Force 2010-2011

(Source: [http://dwd.wisconsin.gov/oea/aa\\_xls/walworth.xls](http://dwd.wisconsin.gov/oea/aa_xls/walworth.xls))

#### Gender

Male	32,367	54.81%
Female	26,686	45.19%

#### Race

White	51,987	88.03%
Black	370	.63%
Hispanic	4,453	7.54%
Asian	461	.78%
American Indian & Alaskan	136	.23%
Hawaiian & Pacific Islander & Other	1,260	2.13%
Two or More Races	386	.66%

## Walworth County Employees as of 03/15/2011

### Gender

Male	366	32.85%
Female	748	67.15%

### Race

White	1083	97.22%
Black	8	.72%
Hispanic	16	1.44%
American Indian	1	.09%
Asian, Pacific Islander & Other	5	.44%
Unknown	1	.09%

### **Definitions of Comparable Data Used**

(All data is from the US Census Bureau, Census 2000 special tabulation)

Walworth County (Geographic) Occupational Distribution – This data covers the population of geographic Walworth County. This data was used as the comparative data for all occupations where recruitment efforts are concentrated within geographic Walworth County. These occupations include:

- Technicians
- Protective Service: Non-Sworn
- Administrative Support
- Skilled Craft
- Service Maintenance

Wisconsin (Statewide) Occupational Distribution – This data covers the population of the entire state of Wisconsin. This data was used as the comparative data for all occupations where recruitment efforts are concentrated within the entire State of Wisconsin. These occupations include:

- Officials and Administrators
- Protective Service: Sworn

Regional Occupational Distribution – This data covers the population of nine counties (Washington, Walworth, Ozaukee, Waukesha, Milwaukee, Racine, Kenosha, Rock and Jefferson) within Southern Wisconsin. This data was used as the comparative data for all occupations where recruitment efforts are concentrated within this specific region. These occupations include:

- Professionals

## Walworth County (Geographic) Occupational Distribution 2000

(Source: US Census Bureau, Census 2000 special tabulation)

Occupation	Sex	Total		White non-Hispanic		Hispanic		Black non-Hispanic		Asian non-Hispanic		AIAN non-Hispanic		Other/No Race Indicated	
Officials and Managers	Male	4103	62.76%	3995	61.10%	65	0.99%	15	0.23%	10	0.15%	4	0.06%	14	0.21%
Officials and Managers	Female	2435	37.24%	2310	35.33%	105	1.61%	4	0.05%	4	0.06%	4	0.06%	8	0.12%
	<b>Total</b>	<b>6538</b>	<b>100.00%</b>	<b>6305</b>	<b>96.44%</b>	<b>170</b>	<b>2.60%</b>	<b>19</b>	<b>0.29%</b>	<b>14</b>	<b>0.21%</b>	<b>8</b>	<b>0.12%</b>	<b>22</b>	<b>0.34%</b>
Professional	Male	3221	40.96%	3035	38.60%	70	0.89%	20	0.25%	80	1.02%	4	0.05%	12	0.15%
Professional	Female	4642	59.04%	4465	56.78%	85	1.08%	4	0.05%	45	0.57%	10	0.13%	33	0.42%
	<b>Total</b>	<b>7863</b>	<b>100.00%</b>	<b>7500</b>	<b>95.38%</b>	<b>155</b>	<b>1.97%</b>	<b>24</b>	<b>0.31%</b>	<b>125</b>	<b>1.59%</b>	<b>14</b>	<b>0.18%</b>	<b>45</b>	<b>0.57%</b>
Technicians	Male	388	38.57%	370	36.78%	10	0.99%	4	0.40%	4	0.40%	0	0.00%	0	0.00%
Technicians	Female	618	61.43%	590	58.65%	10	0.99%	0	0.00%	10	0.99%	4	0.40%	4	0.40%
	<b>Total</b>	<b>1006</b>	<b>100.00%</b>	<b>960</b>	<b>95.43%</b>	<b>20</b>	<b>1.99%</b>	<b>4</b>	<b>0.40%</b>	<b>14</b>	<b>1.39%</b>	<b>4</b>	<b>0.40%</b>	<b>4</b>	<b>0.40%</b>
Protective Service: Sworn	Male	398	80.73%	390	79.11%	0	0.00%	4	0.81%	0	0.00%	4	0.81%	0	0.00%
Protective Service: Sworn	Female	95	19.27%	95	19.27%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>493</b>	<b>100.00%</b>	<b>485</b>	<b>98.38%</b>	<b>0</b>	<b>0.00%</b>	<b>4</b>	<b>0.81%</b>	<b>0</b>	<b>0.00%</b>	<b>4</b>	<b>0.81%</b>	<b>0</b>	<b>0.00%</b>
Protective Service: Non-Sworn	Male	64	51.61%	60	48.39%	4	3.23%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Protective Service: Non-Sworn	Female	60	48.39%	60	48.39%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>124</b>	<b>100.00%</b>	<b>120</b>	<b>96.77%</b>	<b>4</b>	<b>3.23%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
Administrative Support	Male	3432	29.78%	3190	27.68%	175	1.52%	30	0.26%	4	0.03%	4	0.03%	29	0.25%
Administrative Support	Female	8094	70.22%	7840	68.02%	110	0.95%	100	0.87%	10	0.09%	20	0.17%	14	0.12%
	<b>Total</b>	<b>11526</b>	<b>100.00%</b>	<b>11030</b>	<b>95.70%</b>	<b>285</b>	<b>2.47%</b>	<b>130</b>	<b>1.13%</b>	<b>14</b>	<b>0.12%</b>	<b>24</b>	<b>0.21%</b>	<b>43</b>	<b>0.37%</b>
Skilled Craft	Male	5332	91.62%	5100	87.63%	190	3.26%	10	0.17%	10	0.17%	10	0.17%	12	0.21%
Skilled Craft	Female	488	8.38%	430	7.39%	50	0.86%	0	0.00%	0	0.00%	0	0.00%	8	0.14%
	<b>Total</b>	<b>5820</b>	<b>100.00%</b>	<b>5530</b>	<b>95.02%</b>	<b>240</b>	<b>4.12%</b>	<b>10</b>	<b>0.17%</b>	<b>10</b>	<b>0.17%</b>	<b>10</b>	<b>0.17%</b>	<b>20</b>	<b>0.34%</b>
Service Maintenance	Male	10577	57.66%	9130	49.77%	1225	6.68%	85	0.46%	40	0.22%	50	0.27%	47	0.26%
Service Maintenance	Female	7768	42.34%	7075	38.57%	510	2.78%	55	0.30%	60	0.33%	50	0.27%	18	0.10%
	<b>Total</b>	<b>18345</b>	<b>100.00%</b>	<b>16205</b>	<b>88.33%</b>	<b>1735</b>	<b>9.46%</b>	<b>140</b>	<b>0.76%</b>	<b>100</b>	<b>0.55%</b>	<b>100</b>	<b>0.55%</b>	<b>65</b>	<b>0.35%</b>
	Male	27515	53.21%	25270	48.86%	1739	3.36%	168	0.32%	148	0.29%	76	0.15%	114	0.22%
	Female	24200	46.79%	22865	44.21%	870	1.68%	163	0.32%	129	0.25%	88	0.17%	85	0.16%
	<b>Total</b>	<b>51715</b>	<b>100.00%</b>	<b>48135</b>	<b>93.08%</b>	<b>2609</b>	<b>5.04%</b>	<b>331</b>	<b>0.64%</b>	<b>277</b>	<b>0.54%</b>	<b>164</b>	<b>0.32%</b>	<b>58</b>	<b>0.38%</b>

**Wisconsin (Statewide) Occupational Distribution 2000**

(Source: US Census Bureau, Census 2000 special tabulation)

Occupation	Sex	Total		White non-Hispanic		Hispanic		Black non-Hispanic		Asian non-Hispanic		AIAN non-Hispanic		Other/No Race Indicated	
		Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage
Officials and Managers	Male	232685	61.42%	222480	58.72%	2620	0.69%	3750	0.99%	1790	0.47%	785	0.21%	1260	0.33%
	Female	146185	38.58%	136145	35.93%	2195	0.58%	4535	1.20%	1210	0.32%	1045	0.28%	1055	0.28%
	<b>Total</b>	<b>378870</b>	<b>100.00%</b>	<b>358625</b>	<b>94.66%</b>	<b>4815</b>	<b>1.27%</b>	<b>8285</b>	<b>2.19%</b>	<b>3000</b>	<b>0.79%</b>	<b>1830</b>	<b>0.48%</b>	<b>2315</b>	<b>0.61%</b>
Protective Service: Sworn	Male	30724	82.24%	26925	72.07%	845	2.26%	1895	5.07%	130	0.35%	650	1.74%	279	0.75%
	Female	6633	17.76%	5360	14.35%	255	0.68%	750	2.01%	10	0.03%	180	0.48%	78	0.21%
	<b>Total</b>	<b>37357</b>	<b>100.00%</b>	<b>32285</b>	<b>86.42%</b>	<b>1100</b>	<b>2.94%</b>	<b>2645</b>	<b>7.08%</b>	<b>140</b>	<b>0.37%</b>	<b>830</b>	<b>2.22%</b>	<b>357</b>	<b>0.96%</b>

df

**Regional Occupational Distribution (Professionals) 2000**

(Source: US Census Bureau, Census 2000 special tabulation)

Occupation	Sex	Total	White non-Hispanic		Hispanic		Black non-Hispanic		Asian non-Hispanic		AIAN non-Hispanic		Other/No Race Indicated		
			Count	%	Count	%	Count	%	Count	%	Count	%	Count	%	
Washington County	Male	4979	45.94%	4862	44.86%	28	0.26%	24	0.22%	43	0.40%	10	0.09%	0	0.00%
	Female	5859	54.06%	5795	53.47%	16	0.15%	0	0.00%	16	0.15%	28	0.26%	4	0.04%
	<b>Total</b>	<b>10838</b>	<b>100.00%</b>	<b>10657</b>	<b>98.33%</b>	<b>44</b>	<b>0.41%</b>	<b>24</b>	<b>0.22%</b>	<b>59</b>	<b>0.54%</b>	<b>38</b>	<b>0.35%</b>	<b>4</b>	<b>0.04%</b>
Walworth County	Male	3202	40.75%	3027	38.52%	61	0.78%	16	0.20%	75	0.95%	8	0.10%	4	0.05%
	Female	4656	59.25%	4468	56.86%	84	1.07%	12	0.15%	56	0.71%	26	0.33%	10	0.13%
	<b>Total</b>	<b>7858</b>	<b>100.00%</b>	<b>7495</b>	<b>95.38%</b>	<b>145</b>	<b>1.85%</b>	<b>28</b>	<b>0.36%</b>	<b>131</b>	<b>1.67%</b>	<b>34</b>	<b>0.43%</b>	<b>14</b>	<b>0.18%</b>
Ozaukee County	Male	4892	47.22%	4700	45.36%	36	0.35%	47	0.45%	103	0.99%	8	0.08%	0	0.00%
	Female	5469	52.78%	5277	50.93%	24	0.23%	104	1.00%	42	0.41%	22	0.21%	0	0.00%
	<b>Total</b>	<b>10361</b>	<b>100.00%</b>	<b>9977</b>	<b>96.29%</b>	<b>60</b>	<b>0.58%</b>	<b>151</b>	<b>1.46%</b>	<b>145</b>	<b>1.40%</b>	<b>30</b>	<b>0.29%</b>	<b>0</b>	<b>0.00%</b>
Waukesha County	Male	21074	46.84%	19811	44.03%	193	0.44%	102	0.23%	815	1.81%	76	0.17%	32	0.07%
	Female	23919	53.16%	22836	50.87%	262	0.58%	125	0.28%	494	1.10%	88	0.20%	64	0.14%
	<b>Total</b>	<b>44993</b>	<b>100.00%</b>	<b>42697</b>	<b>94.90%</b>	<b>460</b>	<b>1.02%</b>	<b>227</b>	<b>0.50%</b>	<b>1309</b>	<b>2.91%</b>	<b>164</b>	<b>0.36%</b>	<b>96</b>	<b>0.21%</b>
Milwaukee County	Male	38704	44.45%	32209	36.99%	1151	1.32%	2850	3.27%	2009	2.31%	188	0.22%	192	0.22%
	Female	48360	55.55%	38438	44.15%	1865	2.14%	6444	7.40%	1103	1.27%	310	0.36%	200	0.23%
	<b>Total</b>	<b>87064</b>	<b>100.00%</b>	<b>70647</b>	<b>81.14%</b>	<b>3016</b>	<b>3.46%</b>	<b>9294</b>	<b>10.67%</b>	<b>3112</b>	<b>3.57%</b>	<b>498</b>	<b>0.57%</b>	<b>392</b>	<b>0.45%</b>
Racine County	Male	6402	41.00%	5820	37.27%	228	1.46%	189	1.21%	156	1.00%	22	0.14%	18	0.12%
	Female	9213	59.00%	8448	54.10%	182	1.17%	469	3.00%	66	0.42%	16	0.10%	32	0.20%
	<b>Total</b>	<b>15615</b>	<b>100.00%</b>	<b>14268</b>	<b>91.37%</b>	<b>410</b>	<b>2.63%</b>	<b>658</b>	<b>4.21%</b>	<b>222</b>	<b>1.42%</b>	<b>38</b>	<b>0.24%</b>	<b>50</b>	<b>0.32%</b>
Kenosha County	Male	4949	42.68%	4548	39.22%	115	0.99%	111	0.96%	117	1.01%	32	0.28%	34	0.29%
	Female	6647	57.32%	6075	52.39%	196	1.69%	174	1.50%	121	1.04%	41	0.35%	40	0.34%
	<b>Total</b>	<b>11596</b>	<b>100.00%</b>	<b>10623</b>	<b>91.61%</b>	<b>311</b>	<b>2.68%</b>	<b>285</b>	<b>2.46%</b>	<b>238</b>	<b>2.05%</b>	<b>73</b>	<b>0.63%</b>	<b>74</b>	<b>0.64%</b>
Rock County	Male	3960	38.49%	3687	35.84%	32	0.31%	102	0.99%	77	0.75%	31	0.30%	14	0.14%
	Female	6328	61.51%	5968	58.01%	127	1.23%	135	1.31%	56	0.54%	24	0.23%	18	0.17%
	<b>Total</b>	<b>10288</b>	<b>100.00%</b>	<b>9655</b>	<b>93.85%</b>	<b>159</b>	<b>1.55%</b>	<b>237</b>	<b>2.30%</b>	<b>133</b>	<b>1.29%</b>	<b>55</b>	<b>0.53%</b>	<b>32</b>	<b>0.31%</b>
Jefferson County	Male	2060	39.44%	2011	38.50%	16	0.31%	33	0.63%	30	0.57%	4	0.08%	0	0.00%
	Female	3163	60.56%	3119	59.72%	24	0.46%	4	0.08%	8	0.15%	4	0.08%	4	0.08%
	<b>Total</b>	<b>5223</b>	<b>100.00%</b>	<b>5130</b>	<b>98.22%</b>	<b>40</b>	<b>0.77%</b>	<b>37</b>	<b>0.71%</b>	<b>38</b>	<b>0.73%</b>	<b>8</b>	<b>0.15%</b>	<b>4</b>	<b>0.08%</b>
Professional	Male	90222	44.26%	80675	39.58%	1865	1.03%	3474	1.71%	3425	1.89%	379	0.19%	294	0.14%
	Female	113614	55.74%	100474	49.29%	2780	1.53%	7467	3.66%	1962	1.08%	559	0.27%	372	0.19%
<b>Total</b>		<b>203836</b>	<b>100.00%</b>	<b>181149</b>	<b>88.87%</b>	<b>4645</b>	<b>2.56%</b>	<b>10941</b>	<b>5.37%</b>	<b>5387</b>	<b>2.97%</b>	<b>938</b>	<b>0.46%</b>	<b>666</b>	<b>0.33%</b>

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Occupation	Sex	Total		White non-Hispanic		Hispanic		Black non-Hispanic		Asian non-Hispanic		AIAN non-Hispanic		No Race Indicated	
<b>Walworth County (Geographic) Occupational Distribution 2000</b>															
Administrative Support	Male	3432	29.78%	3190	27.68%	175	1.52%	30	0.26%	4	0.03%	4	0.03%	29	0.25%
Administrative Support	Female	8094	70.22%	7840	68.02%	110	0.95%	100	0.87%	10	0.09%	20	0.17%	14	0.12%
	<b>Total</b>	<b>11526</b>	<b>100.00%</b>	<b>11030</b>	<b>95.70%</b>	<b>285</b>	<b>2.47%</b>	<b>130</b>	<b>1.13%</b>	<b>14</b>	<b>0.12%</b>	<b>24</b>	<b>0.21%</b>	<b>43</b>	<b>0.37%</b>
<b>Applicants 7-1-2009 to 6-30-2010</b>															
Administrative Support	Male	38	6.82%	30	5.39%	3	0.54%	3	0.54%	0	0.00%	1	0.18%	1	0.18%
Administrative Support	Female	519	93.18%	475	85.28%	22	3.95%	6	1.08%	2	0.36%	2	0.36%	12	2.15%
	<b>Total</b>	<b>557</b>	<b>100.00%</b>	<b>505</b>	<b>90.66%</b>	<b>25</b>	<b>4.49%</b>	<b>9</b>	<b>1.62%</b>	<b>2</b>	<b>0.36%</b>	<b>3</b>	<b>0.54%</b>	<b>13</b>	<b>2.33%</b>
<b>Applicants 7-1-2010 to 4-30-2011</b>															
Administrative Support	Male	112	16.62%	94	13.95%	10	1.48%	2	0.30%	1	0.15%	0	0.00%	5	0.74%
Administrative Support	Female	562	83.38%	510	75.67%	26	3.86%	9	1.34%	0	0.00%	1	0.15%	16	2.37%
	<b>Total</b>	<b>674</b>	<b>100.00%</b>	<b>604</b>	<b>89.61%</b>	<b>36</b>	<b>5.34%</b>	<b>11</b>	<b>1.63%</b>	<b>1</b>	<b>0.15%</b>	<b>1</b>	<b>0.15%</b>	<b>21</b>	<b>3.12%</b>
<b>New Hires 7-1-2009 to 6-30-2010</b>															
Administrative Support	Male	3	7.89%	3	7.89%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Administrative Support	Female	35	92.11%	34	89.47%	0	0.00%	1	2.63%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>38</b>	<b>100.00%</b>	<b>37</b>	<b>97.37%</b>	<b>0</b>	<b>0.00%</b>	<b>1</b>	<b>2.63%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>New Hires 7-1-2010 to 4-30-2011</b>															
Administrative Support	Male	1	11.11%	1	11.11%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Administrative Support	Female	8	88.89%	8	88.89%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>9</b>	<b>100.00%</b>	<b>9</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>Promotions 7-1-2009 to 6-30-2010</b>															
Administrative Support	Male	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Administrative Support	Female	13	100.00%	13	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>13</b>	<b>100.00%</b>	<b>13</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>Promotions 7-1-2010 to 4-30-2011</b>															
Administrative Support	Male	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Administrative Support	Female	5	100.00%	5	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>5</b>	<b>100.00%</b>	<b>5</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>Demotions 7-1-2009 to 6-30-2010</b>															
Administrative Support	Male	1	50.00%	1	50.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Administrative Support	Female	1	50.00%	1	50.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>2</b>	<b>100.00%</b>	<b>2</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>Demotions 7-1-2010 to 4-30-2011</b>															
Administrative Support	Male	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Administrative Support	Female	1	100.00%	1	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>1</b>	<b>100.00%</b>	<b>1</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>

<u>Occupation</u>	<u>Sex</u>	<u>Total</u>		<u>White non-</u> <u>Hispanic</u>		<u>Hispanic</u>		<u>Black non-</u> <u>Hispanic</u>		<u>Asian non-</u> <u>Hispanic</u>		<u>AIAN non-</u> <u>Hispanic</u>		<u>No Race</u> <u>Indicated</u>	
<b>Wisconsin (Statewide) Occupational Distribution 2000</b>															
Officials and Managers	Male	232685	61.42%	222480	58.72%	2620	0.69%	3750	0.99%	1790	0.47%	785	0.21%	1260	0.33%
Officials and Managers	Female	146185	38.58%	136145	35.93%	2195	0.58%	4535	1.20%	1210	0.32%	1045	0.28%	1055	0.28%
	<b>Total</b>	<b>378870</b>	<b>100.00%</b>	<b>358625</b>	<b>94.66%</b>	<b>4815</b>	<b>1.27%</b>	<b>8285</b>	<b>2.19%</b>	<b>3000</b>	<b>0.79%</b>	<b>1830</b>	<b>0.48%</b>	<b>2315</b>	<b>0.61%</b>

**Applicants 7-1-2009 to 6-30-2010 No Positions Available**

**Applicants 7-1-2010 to 4-30-2011 No Positions Available**

**New Hires 7-1-2009 to 6-30-2010 No New Hires**

**New Hires 7-1-2010 to 4-30-2011 No New Hires**

**Promotions 7-1-2009 to 6-30-2010 No Promotions**

**Promotions 7-1-2010 to 4-30-2011 No Promotions**

**Demotions 7-1-2009 to 6-30-2010 No Demotions**

**Demotions 7-1-2010 to 4-30-2011 No Demotions**

Occupation	Sex	Total		White non-Hispanic		Hispanic		Black non-Hispanic		Asian non-Hispanic		AIAN non-Hispanic		No Race Indicated	
<b>Regional Occupational Distribution 2000</b>															
Professional	Male	90222	44.26%	80675	39.58%	1865	0.91%	3474	1.70%	3425	1.68%	379	0.19%	294	0.14%
Professional	Female	113614	55.74%	100474	49.29%	2780	1.36%	7467	3.66%	1962	0.96%	559	0.27%	372	0.18%
	<b>Total</b>	<b>203836</b>	<b>100.00%</b>	<b>181149</b>	<b>88.87%</b>	<b>4645</b>	<b>2.28%</b>	<b>10941</b>	<b>5.37%</b>	<b>5387</b>	<b>2.64%</b>	<b>938</b>	<b>0.46%</b>	<b>666</b>	<b>0.33%</b>
<b>Applicants 7-1-2009 to 6-30-2010</b>															
Professional	Male	108	27.91%	78	20.16%	3	0.78%	10	2.58%	6	1.55%	0	0.00%	11	2.84%
Professional	Female	279	72.09%	252	65.12%	3	0.78%	7	1.81%	3	0.78%	0	0.00%	14	3.62%
	<b>Total</b>	<b>387</b>	<b>100.00%</b>	<b>330</b>	<b>85.27%</b>	<b>6</b>	<b>1.55%</b>	<b>17</b>	<b>4.39%</b>	<b>9</b>	<b>2.33%</b>	<b>0</b>	<b>0.00%</b>	<b>25</b>	<b>6.46%</b>
<b>Applicants 7-1-2010 to 4-30-2011</b>															
Professional	Male	56	32.94%	46	27.06%	1	0.59%	3	1.76%	2	1.18%	1	0.59%	3	1.76%
Professional	Female	114	67.06%	100	58.82%	1	0.59%	6	3.53%	2	1.18%	2	1.18%	3	1.76%
	<b>Total</b>	<b>170</b>	<b>100.00%</b>	<b>146</b>	<b>85.88%</b>	<b>2</b>	<b>1.18%</b>	<b>9</b>	<b>5.29%</b>	<b>4</b>	<b>2.35%</b>	<b>3</b>	<b>1.76%</b>	<b>6</b>	<b>3.53%</b>
<b>New Hires 7-1-2009 to 6-30-2010</b>															
Professional	Male	1	6.25%	1	6.25%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Professional	Female	15	93.75%	15	93.75%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>16</b>	<b>100.00%</b>	<b>16</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>New Hires 7-1-2010 to 4-30-2011</b>															
Professional	Male	1	11.11%	1	11.11%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Professional	Female	8	88.89%	7	77.78%	0	0.00%	0	0.00%	1	11.11%	0	0.00%	0	0.00%
	<b>Total</b>	<b>9</b>	<b>100.00%</b>	<b>8</b>	<b>88.89%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>1</b>	<b>11.11%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>Promotions 7-1-2009 to 6-30-2010</b>															
Professional	Male	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Professional	Female	6	100.00%	6	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>6</b>	<b>100.00%</b>	<b>6</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>Promotions 7-1-2010 to 4-30-2011</b>															
Professional	Male	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Professional	Female	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>Demotions 7-1-2009 to 6-30-2010 No Demotions</b>															
<b>Demotions 7-1-2010 to 4-30-2011 No Demotions</b>															

Occupation	Sex	Total		White non-Hispanic		Hispanic		Black non-Hispanic		Asian non-Hispanic		AIAN non-Hispanic		No Race Indicated	
<b>Walworth County (Geographic) Occupational Distribution 2000</b>															
Technicians	Male	388	38.57%	370	36.78%	10	0.99%	4	0.40%	4	0.40%	0	0.00%	0	0.00%
Technicians	Female	618	61.43%	590	58.65%	10	0.99%	0	0.00%	10	0.99%	4	0.40%	4	0.40%
	<b>Total</b>	<b>1006</b>	<b>100.00%</b>	<b>960</b>	<b>95.43%</b>	<b>20</b>	<b>1.99%</b>	<b>4</b>	<b>0.40%</b>	<b>14</b>	<b>1.39%</b>	<b>4</b>	<b>0.40%</b>	<b>4</b>	<b>0.40%</b>
<b>Applicants 7-1-2009 to 6-30-2010</b>															
Technicians	Male	155	67.98%	120	52.63%	4	1.75%	2	0.88%	2	0.88%	3	1.32%	24	10.53%
Technicians	Female	73	32.02%	60	26.32%	5	2.19%	4	1.75%	0	0.00%	0	0.00%	4	1.75%
	<b>Total</b>	<b>228</b>	<b>100.00%</b>	<b>180</b>	<b>78.95%</b>	<b>9</b>	<b>3.95%</b>	<b>6</b>	<b>2.63%</b>	<b>2</b>	<b>0.88%</b>	<b>3</b>	<b>1.32%</b>	<b>28</b>	<b>12.28%</b>
<b>Applicants 7-1-2010 to 4-30-2011</b>															
Technicians	Male	47	53.41%	36	40.91%	0	0.00%	1	1.14%	5	5.68%	1	1.14%	4	4.55%
Technicians	Female	41	46.59%	39	44.32%	1	1.14%	0	0.00%	0	0.00%	0	0.00%	1	1.14%
	<b>Total</b>	<b>88</b>	<b>100.00%</b>	<b>75</b>	<b>85.23%</b>	<b>1</b>	<b>1.14%</b>	<b>1</b>	<b>1.14%</b>	<b>5</b>	<b>5.68%</b>	<b>1</b>	<b>1.14%</b>	<b>5</b>	<b>5.68%</b>
<b>New Hires 7-1-2009 to 6-30-2010</b>															
Technicians	Male	2	40.00%	2	40.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Technicians	Female	3	60.00%	3	60.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>5</b>	<b>100.00%</b>	<b>5</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>New Hires 7-1-2010 to 4-30-2011</b>															
Technicians	Male	1	20.00%	1	20.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Technicians	Female	4	80.00%	4	80.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>5</b>	<b>100.00%</b>	<b>5</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>Promotions 7-1-2009 to 6-30-2010</b>															
Technicians	Male	2	100.00%	2	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Technicians	Female	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>2</b>	<b>100.00%</b>	<b>2</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>Promotions 7-1-2010 to 4-30-2011 No Promotions</b>															
<b>Demotions 7-1-2009 to 6-30-2010 No Demotions</b>															
<b>Demotions 7-1-2010 to 4-30-2011 No Demotions</b>															

Occupation	Sex	Total		White non-Hispanic		Hispanic		Black non-Hispanic		Asian non-Hispanic		AIAN non-Hispanic		No Race Indicated	
<b>Wisconsin (Statewide) Occupational Distribution 2000</b>															
Protective Service: Sworn	Male	30724	82.24%	26925	72.07%	845	2.26%	1895	5.07%	130	0.35%	650	1.74%	279	0.75%
Protective Service: Sworn	Female	6633	17.76%	5360	14.35%	255	0.68%	750	2.01%	10	0.03%	180	0.48%	78	0.21%
	<b>Total</b>	<b>37357</b>	<b>100.00%</b>	<b>32285</b>	<b>86.42%</b>	<b>1100</b>	<b>2.94%</b>	<b>2645</b>	<b>7.08%</b>	<b>140</b>	<b>0.37%</b>	<b>830</b>	<b>2.22%</b>	<b>357</b>	<b>0.96%</b>

**Applicants 7-1-2009 to 6-30-2010**

Protective Service: Sworn	Male	195	87.84%	176	79.28%	12	5.41%	4	1.80%	0	0.00%	0	0.00%	3	1.35%
Protective Service: Sworn	Female	27	12.16%	27	12.16%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>222</b>	<b>100.00%</b>	<b>203</b>	<b>91.44%</b>	<b>12</b>	<b>5.41%</b>	<b>4</b>	<b>1.80%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>3</b>	<b>1.35%</b>

**Applicants 7-1-2010 to 4-30-2011**

Protective Service: Sworn	Male	55	93.22%	53	89.83%	1	1.69%	0	0.00%	1	1.69%	0	0.00%	0	0.00%
Protective Service: Sworn	Female	4	6.78%	4	6.78%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>59</b>	<b>100.00%</b>	<b>57</b>	<b>96.61%</b>	<b>1</b>	<b>1.69%</b>	<b>0</b>	<b>0.00%</b>	<b>1</b>	<b>1.69%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>

**New Hires 7-1-2009 to 6-30-2010**

Protective Service: Sworn	Male	5	83.33%	4	66.67%	1	16.67%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Protective Service: Sworn	Female	1	16.67%	1	16.67%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>6</b>	<b>100.00%</b>	<b>5</b>	<b>83.33%</b>	<b>1</b>	<b>16.67%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>

**New Hires 7-1-2010 to 4-30-2011**

Protective Service: Sworn	Male	2	100.00%	2	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Protective Service: Sworn	Female	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>2</b>	<b>100.00%</b>	<b>2</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>								

**Promotions 7-1-2009 to 6-30-2010**

**No Promotions**

**Promotions 7-1-2010 to 4-30-2011**

Protective Service: Sworn	Male	4	100.00%	4	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Protective Service: Sworn	Female	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>4</b>	<b>100.00%</b>	<b>4</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>								

**Demotions 7-1-2009 to 6-30-2010**

**No Demotions**

**Demotions 7-1-2010 to 4-30-2011**

**No Demotions**

Occupation	Sex	Total	White non-Hispanic	Hispanic	Black non-Hispanic	Asian non-Hispanic	ALIAN non-Hispanic	No Race Indicated					
<b>Walworth County (Geographic) Occupational Distribution 2000</b>													
Protective Service: Non-Sworn	Male	64	51.61%	60	48.39%	4	3.23%	0	0.00%	0	0.00%	0	0.00%
Protective Service: Non-Sworn	Female	60	48.39%	60	48.39%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>124</b>	<b>100.00%</b>	<b>120</b>	<b>96.77%</b>	<b>4</b>	<b>3.23%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>

**Applicants 7-1-2009 to 6-30-2010**

Protective Service: Non-Sworn	Male	2	22.22%	2	22.22%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Protective Service: Non-Sworn	Female	7	77.78%	7	77.78%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>9</b>	<b>100.00%</b>	<b>9</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>

**Applicants 7-1-2010 to 4-30-2011 No Positions Available**

**New Hires 7-1-2009 to 6-30-2010**

Protective Service: Non-Sworn	Male	2	100.00%	2	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Protective Service: Non-Sworn	Female	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>2</b>	<b>100.00%</b>	<b>2</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>

**New Hires 7-1-2010 to 4-30-2011**

Protective Service: Non-Sworn	Male	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Protective Service: Non-Sworn	Female	1	100.00%	1	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>1</b>	<b>100.00%</b>	<b>1</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>

**Promotions 7-1-2009 to 6-30-2010**

Protective Service: Non-Sworn	Male	2	100.00%	2	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Protective Service: Non-Sworn	Female	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>2</b>	<b>100.00%</b>	<b>2</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>

**Promotions 7-1-2010 to 4-30-2011 No Promotions**

**Demotions 7-1-2009 to 6-30-2010 No Demotions**

**Demotions 7-1-2010 to 4-30-2011 No Demotions**

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<u>Occupation</u>	<u>Sex</u>	<u>Total</u>	<u>White non-Hispanic</u>	<u>Hispanic</u>	<u>Black non-Hispanic</u>	<u>Asian non-Hispanic</u>	<u>AIAN non-Hispanic</u>	<u>No Race Indicated</u>							
<b>Walworth County (Geographic) Occupational Distribution 2000</b>															
Skilled Craft	Male	5332	91.62%	5100	87.63%	190	3.26%	10	0.17%	10	0.17%	10	0.17%	12	0.21%
Skilled Craft	Female	488	8.38%	430	7.39%	50	0.86%	0	0.00%	0	0.00%	0	0.00%	8	0.14%
	<b>Total</b>	<b>5820</b>	<b>100.00%</b>	<b>5530</b>	<b>95.02%</b>	<b>240</b>	<b>4.12%</b>	<b>10</b>	<b>0.17%</b>	<b>10</b>	<b>0.17%</b>	<b>10</b>	<b>0.17%</b>	<b>20</b>	<b>0.34%</b>

**Applicants 7-1-2009 to 6-30-2010**

Skilled Craft	Male	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Skilled Craft	Female	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>0</b>	<b>0.00%</b>												

**Applicants 7-1-2010 to 4-30-2011**

Skilled Craft	Male	81	94.19%	74	86.05%	2	2.33%	0	0.00%	1	1.16%	0	0.00%	4	4.65%
Skilled Craft	Female	5	5.81%	4	4.65%	0	0.00%	0	0.00%	0	0.00%	1	1.16%	0	0.00%
	<b>Total</b>	<b>86</b>	<b>100.00%</b>	<b>78</b>	<b>90.70%</b>	<b>2</b>	<b>2.33%</b>	<b>0</b>	<b>0.00%</b>	<b>1</b>	<b>1.16%</b>	<b>1</b>	<b>1.16%</b>	<b>4</b>	<b>4.65%</b>

**New Hires 7-1-2009 to 6-30-2010**

**No New Hires**

**New Hires 7-1-2010 to 4-30-2011**

Skilled Craft	Male	8	100.00%	8	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Skilled Craft	Female	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>8</b>	<b>100.00%</b>	<b>8</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>								

**Promotions 7-1-2009 to 6-30-2010**

**No Promotions**

**Promotions 7-1-2010 to 4-30-2011**

**No Promotions**

**Demotions 7-1-2009 to 6-30-2010**

**No Demotions**

**Demotions 7-1-2010 to 4-30-2011**

**No Demotions**

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Occupation	Sex	Total		White non-Hispanic		Hispanic		Black non-Hispanic		Asian non-Hispanic		AIAN non-Hispanic		No Race Indicated	
<b>Walworth County (Geographic) Occupational Distribution 2000</b>															
Service Maintenance	Male	10577	57.66%	9130	49.77%	1225	6.68%	85	0.46%	40	0.22%	50	0.27%	47	0.26%
Service Maintenance	Female	7768	42.34%	7075	38.57%	510	2.78%	55	0.30%	60	0.33%	50	0.27%	18	0.10%
	<b>Total</b>	<b>18345</b>	<b>100.00%</b>	<b>16205</b>	<b>88.33%</b>	<b>1735</b>	<b>9.46%</b>	<b>140</b>	<b>0.76%</b>	<b>100</b>	<b>0.55%</b>	<b>100</b>	<b>0.55%</b>	<b>65</b>	<b>0.35%</b>

**Applicants 7-1-2009 to 6-30-2010**

Service Maintenance	Male	96	26.16%	81	22.07%	6	1.63%	4	1.09%	0	0.00%	0	0.00%	5	1.36%
Service Maintenance	Female	271	73.84%	228	62.13%	22	5.99%	3	0.82%	1	0.27%	3	0.82%	14	3.81%
	<b>Total</b>	<b>367</b>	<b>100.00%</b>	<b>309</b>	<b>84.20%</b>	<b>28</b>	<b>7.63%</b>	<b>7</b>	<b>1.91%</b>	<b>1</b>	<b>0.27%</b>	<b>3</b>	<b>0.82%</b>	<b>19</b>	<b>5.18%</b>

**Applicants 7-1-2010 to 4-30-2011**

Service Maintenance	Male	20	14.08%	16	11.27%	2	1.41%	1	0.70%	0	0.00%	0	0.00%	1	0.70%
Service Maintenance	Female	122	85.92%	107	75.35%	7	4.93%	3	2.11%	0	0.00%	0	0.00%	5	3.52%
	<b>Total</b>	<b>142</b>	<b>100.00%</b>	<b>123</b>	<b>86.62%</b>	<b>9</b>	<b>6.34%</b>	<b>4</b>	<b>2.82%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>6</b>	<b>4.23%</b>

**New Hires 7-1-2009 to 6-30-2010**

Service Maintenance	Male	3	18.75%	3	18.75%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Service Maintenance	Female	13	81.25%	12	75.00%	1	6.25%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>16</b>	<b>100.00%</b>	<b>15</b>	<b>93.75%</b>	<b>1</b>	<b>6.25%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>

**New Hires 7-1-2010 to 4-30-2011**

Service Maintenance	Male	4	28.57%	3	21.43%	0	0.00%	1	7.14%	0	0.00%	0	0.00%	0	0.00%
Service Maintenance	Female	10	71.43%	7	50.00%	2	14.29%	1	7.14%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>14</b>	<b>100.00%</b>	<b>10</b>	<b>71.43%</b>	<b>2</b>	<b>14.29%</b>	<b>2</b>	<b>14.29%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>

**Promotions 7-1-2009 to 6-30-2010**

Service Maintenance	Male	1	50.00%	1	50.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Service Maintenance	Female	1	50.00%	1	50.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>2</b>	<b>100.00%</b>	<b>2</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>								

**Promotions 7-1-2010 to 4-30-2011**

Service Maintenance	Male	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Service Maintenance	Female	1	100.00%	0	0.00%	1	100.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	<b>Total</b>	<b>1</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>1</b>	<b>100.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>

**Demotions 7-1-2009 to 6-30-2010**

**No Demotions**

**Demotions 7-1-2010 to 4-30-2011**

**No Demotions**

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## **Underutilization Analysis Findings For Period 07/01/2009 – 04/30/2011**

### **Applicants**

Professional	0.38%	Hispanic
Technicians	13.07%	Female
Protective Service – S	3.18%	Female
	1.78%	AIAN
Service Maintenance	0.30%	Hispanic

### **New Hires**

Professional	4.30%	Black
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### **Promotions**

No statistically significant underutilization

### **Overview**

Indicative of the county's continued efforts in having an inclusive recruitment process and workplace, the number of employees that self identify as non-white has remained constant or increased in every category except Asian/Pacific Islander.

Affirmative action efforts will continue to be focused on those areas that continue to show underutilization compared to the geographic labor force availability. These are: Hispanic 4.59%, American Indian 0.09%, and Asian/Pacific 1.88%.

Improvement will continue to be difficult due to limited hiring opportunities. County population has decreased during the previous plan period by approximately 104 individuals.

## 2009 – 2011 Results for Goals and Timetables

- I. To address our underutilization in applicants and new hires in the Protective Services category, we will continue to work with the local higher education institutions and professional organizations to market our job opportunities as well as use their expertise to identify additional recruiting sources. The forming of eligibility lists allows for a longer recruitment cycle which creates opportunities for more communication to diverse candidates.

**Outcome: By continuing to utilize schools and professional organizations as well as other diverse applicant sources along with the longer advertising cycle of an eligibility list recruitment, underutilization of female applicants has decreased from 5.88% to 3.18%.**

- II. We may continue to have difficulty in meeting our hiring goals in a time of downsizing of County positions. The only area where we anticipate growth during this plan period is in Health & Human Services. We have assigned a Human Resources intern to specifically look at new ways to attract professional talent, including diverse and bilingual professionals, in the Health & Human Services arena. Some of his recommendations may be implemented and measured during this plan period.

- **Outcome of Internship – research confirmed that the county is already utilizing the low cost methods available to increase diverse applicants.**
- **Data validates the reduction in county staffing needs foreshadowed in the 2009-2011 AA plan.**
  - 27% decrease in number of new hires
  - 23 new hires filled HHS positions
  - 36% of new hires filled casual/LTE positions compared to 28% during the last plan cycle
  - Number of applicants down by 18%

- III. To address our underutilization in Hispanic applicants and new hires in the Service Maintenance category, we will continue to post job vacancies in Hispanic places of worship (e.g. The Methodist Church in Delavan, St. Andrews Catholic Church) as well as Hispanic grocery stores and other local Hispanic cultural centers.

**Outcome: Although there was a 54% reduction (30 Service Maintenance positions filled vs. 65 SM positions filled) in available openings between the plan periods, the county no longer showed signs of underutilization in Hispanic hires in the Service Maintenance category. Human Resources continues to seek out sources for Hispanic applicants in this category to maintain this momentum.**

## 2009 – 2011 Results by Category

### Professional

In Professional, underutilization for applicants, new hires and promotions is as follows:

Applicants	New Hires	Group
N/A	1.82%	Hispanics
2.46%	N/A	Blacks
.42%	2.11%	Asians

Our goal is to increase the number of black applicants for each professional vacancy between 2009 -2011 by 2%. For new hires, our goal is to hire one Asian or Hispanic professional in each of the plan years, and to promote at least one person from these groups.

**Outcome: Number of Black applicants in Professional category doubled and new hires included one individual of Asian origin. Promotion goal was not met.**

### Protective Service - Sworn

In Protective Service - Sworn, underutilization is as follows:

Applicants	New Hires	Group
N/A	2.35%	Hispanics
5.66%	5.66%	Blacks
1.78%	1.78%	AIAN
5.88%	N/A	Females

Our goal is to increase the number of female and black applicants by 4% and AIAN by 1%. In the hiring of Sworn Protective Service Officers, our goal is to hire one additional Black (Non-Hispanic), Hispanic or AIAN officer in 2009-2011. Our ability to do this will be limited by the lack of anticipated hiring in this plan period.

**Outcome: Female applicants increased from 1 to 31 individuals. Black applicants increased from 0 to 4 individuals. No change in AIAN. Although hiring in this period was limited, new hires included one female and one individual of Hispanic origin.**

### Protective Service - Non-Sworn

In Protective Service - Non-Sworn, underutilization for female applicants is 15.08% and female hires is 5.38%.

Our goal is to increase the number of female applicants by 15% in 2009 -2011 and the number of female hires by 5%.

**Outcome: Applicant and new hire goals not met due to number of total hires reduced by 50% this period in this category and hires were from eligibility list instead of open recruitment.**

**Service Maintenance**

In Service Maintenance, underutilization for applicants and new hires is as follows: 2.59% for Hispanics (applicants) 4.49% for Hispanics (new hires)

Our goal is to increase the number of Hispanic applicants by 3% and to hire at least two people from this group between the 2009 and 2011 plan period.

**Outcome: Goal of two new hires was met and Hispanic applicants in this category increased by 54%.**

## 2011 – 2013 Goal Summary

- I. To continue to address our underutilization in female applicants in the Protective Services - Sworn category for another plan period, we will work with police science program contacts, professional organizations, and other agencies to identify additional recruiting sources and strategies.
  
- II. Although as a whole, the county is not underutilized in the Black category and applicant flow in this area has increased, it does show underutilization in Black New Hires in the Professional category. Human Resources will research, develop and implement a job posting email distribution list of contacts from educational institutions and professional organizations throughout the state in addition to local sources to broaden the applicant pool. Each recruitment in the Professional category will be reviewed for possible areas of adverse impact due to process or testing.
  
- III. The Technician category encompasses a wide range of positions which include Information Technology, Nursing and Public Works. The number and type of applicant is quite often shaped by the opening along traditional lines. In an effort to address the underutilization of Female applicants in the Technician category, Human Resources will research, develop and implement a job posting email distribution list of contacts from educational institutions and technology/trades professional organizations throughout the state in addition to local sources.

## 2011 – 2013 Goals by Category

### Professional

In Professional, underutilization for applicants and new hires is as follows:

<b>Applicants</b>	<b>New Hires</b>	<b>Group</b>
0.38%	N/A	Hispanic
N/A	4.30%	Black

Our goal is to increase the number of Hispanic applicants for each professional vacancy between 2011 -2013 by 5%. For new hires, our goal is to hire one professional from both categories in the upcoming plan period.

### Technician

Underutilization is as follows:

<b>Applicants</b>	<b>New Hires</b>	<b>Group</b>
13.07%	N/A	Female

Our goal is to increase the number of Female applicants by 15% during this plan period.

### Protective Service - Sworn

In Protective Service - Sworn, underutilization is as follows:

<b>Applicants</b>	<b>New Hires</b>	<b>Group</b>
3.18%	N/A	Female
1.78%	N/A	AIAN

Our goal is to increase the number of female and AIAN applicants by 4%.

### Service Maintenance

In Service Maintenance, underutilization for applicants is as follows:

<b>Applicants</b>	<b>New Hires</b>	<b>Group</b>
0.30%	N/A	Hispanic

Our goal is to increase the number of Hispanic applicants by 5%.

# **Affirmative Action Program Development and Execution**

To facilitate achievement of our affirmative action goals and timetables, Walworth County has initiated specific procedures and programs.

The programs encompass all major aspects of the employment process and are designed to correct either current procedural deficiencies or to intensify and accelerate the efficiency of present programs.

Recruiting efforts to fill open positions focus consideration on minorities and people not currently in the workforce who have the requisite skills and can be recruited through affirmative action measures.

In addition:

## **Job-Posting Program**

An online job-posting program for all positions is currently functioning in Walworth County. This program provides that all job openings are posted online for current county employees and the public where collective bargaining agreements or recruitment plans allow. Employees are alerted to new openings through an email notification process which includes an electronic copy of the position description to encourage employee referrals.

## **Educational Assistance Program**

Our educational assistance program is available to all regular non-represented employees once they have completed their probation. The plan covers reimbursement of tuition, books and other costs up to a maximum of \$1,000 per calendar year. If annual funding is still available, this is also available to represented employees.

## **Affirmative Action Training**

Managers and supervisors are given periodic equal employment opportunity training. This training demonstrates why EEO compliance is important, and it gives participants instructions and tools to help them comply with EEO requirement in their local operations. Training is scheduled in conjunction with Department Head meetings periodically.

## Compliance with Sex Discrimination Guidelines

In our efforts to comply with the federal Sex Discrimination Guidelines (41 CFR Part 60-20), Walworth County will follow these procedures and practices:

1. Candidates from both sexes will be recruited for all jobs (unless job qualifications disqualify one of the sexes).
2. Advertisements will not express a preference for applicants of a particular sex (unless job qualifications disqualify one of the sexes) and are placed in a general "Help Wanted" column.
3. Written personnel policies indicate that there will be no discrimination on the basis of a person's sex.
4. Employees and applicants of both sexes have equal opportunities to be placed on any available job that they are qualified to perform.
5. We will make no distinction based on a person's sex in employment opportunities, wages, hours of work, employee benefits or any other condition of employment.
6. Mandatory or optional ages for retirement will be equal for both sexes.
7. We will provide appropriate physical facilities for both sexes. Lack of facilities will not be used to deny applicants of either sex.
8. Where seniority lists are used, they shall not be based on an employee's sex.
9. Salaries and wage schedules will not be based on an employee's sex.
10. Both sexes will have an equal opportunity to participate in training programs sponsored by Walworth County.
11. Walworth County recognizes its obligation to provide a work atmosphere free of harassment and intimidation. Any forms of sexual harassment, such as unwelcome sexual advances, requests for sexual favors, and/or other verbal or physical conduct of a sexual nature, will not be tolerated. Violations of this policy will be handled appropriately as part of Walworth County's disciplinary procedures and its posted policy letter in support of the federal Guidelines on Sexual Harassment. Walworth County will also provide training in this area.

# **Compliance with Religion and National Origin Discrimination Guidelines**

Walworth County does not discriminate against employees or applicants because of religion or national origin, and takes affirmative action to ensure that these people are treated without regard to their religion or national origin.

Walworth County has reviewed its personnel actions and decisions - particularly on recruiting and promotion - and has determined that members of various religions and/or ethnic groups are receiving fair consideration for job opportunities.

Walworth County makes reasonable efforts to accommodate the religious observances and practices of our employees and prospective employees unless that person's religious observance or practice creates undue hardship on the conduct of our business or resultant financial or personnel problems.

## **Internal Monitoring and Reporting System**

As part of our affirmative action activities, to measure our program effectiveness and the implementation of affirmative action goals, we have developed an internal system for auditing and reporting.

The affirmative action monitoring and reporting system consists of data from four employment process sources:

1. Applicant Data
2. New Hire/Orientation with Promotions, Transfers and Demotions Log
3. Termination report
4. EEOC Yearly Report

This information enables Walworth County to meet federal EEO reporting requirements through our affirmative action plan and provide the necessary information for internal analysis and monitoring.

These reports are reviewed quarterly to ensure implementation of remedial action wherever it is required. Regular reports are also made to the County Administrator on our performance against goals in affirmative action.

## **Affirmative Action Efforts in Consideration of Minorities and Others Not Currently in the Workforce**

The following are some of the means (see Exhibit B) by which minorities and others not currently in the workforce who have the requisite skills may be recruited:

- Minorities and all others within our workforce will be advised of vacancies and will be requested to refer minorities and those not currently in the workforce who are interested in employment
- Referral agencies will be requested to seek out and refer both minorities and others not currently in the workforce
- Vocational schools in our local labor market capable of supplying applicants will be advised of employment opportunities that occur
- We will seek referrals from organizations serving disabled individuals to reach those not currently in the workforce

# **Exhibit A**

## **Job Categories Defined**

- OA OFFICIALS/ADMINISTRATORS.** Occupations requiring administrative and managerial personnel who set broad policies, exercise overall responsibility for execution of these policies, and direct individual departments or special phases of operations. Includes: officials, executives and department heads.
- PR PROFESSIONALS.** Occupations requiring either college graduation or experiences of such kind and amount as to provide a comparable background. Can include such occupations as: accountants, dietitians, lawyers, registered professional nurses, Human Resources specialists, teachers and kindred workers.
- TN TECHNICIANS.** Occupations requiring a combination of basic scientific knowledge and manual skill which can be obtained through two years of post high school education, such as is offered in many technical institutions and junior colleges or through equivalent on-the-job training. Can include such occupations as: computer programmers, licensed, practical or vocational nurses and kindred workers.
- PS-S PROTECTIVE SERVICE - SWORN.** Can include such occupations as: deputy sheriff, detective, sergeant, lieutenant and kindred workers.
- PS-N PROTECTIVE SERVICE – NON-SWORN.** Can include such occupations as: correctional officer, corrections sergeant and kindred workers.
- AS ADMINISTRATIVE SUPPORT.** Includes all clerical type work regardless of level of difficulty, where the activities are predominantly non-manual although some manual work not directly involved with altering or transporting products is included. Can include such occupations as: clerks, account clerks, computer operators, secretaries, communications officers, special education aides and kindred workers.

**SC SKILLED CRAFT.** Manual laborers of relatively high skill level who have a thorough and comprehensive knowledge of the processes involved in their work. They exercise considerable independent judgment and usually receive an extensive period of training. Can include such occupations as: mechanics and kindred workers.

**SM SERVICE/MAINTENANCE.** Workers in service and/or maintenance occupations. Can include such occupations as: certified nursing assistants, cooks, janitors, nutrition site workers, food service workers and kindred workers.

## Exhibit B

### Races Defined

**WHITE:** Includes persons who indicated their race as "White" or reported entries such as Canadian, German, Italian, Lebanese, Near Easterner, Arab, or Polish.

**HISPANIC:** Includes individuals of Mexican, Puerto Rican, Cuban, Caribbean, Dominican Republican, Central or South American, or other Latin American cultures regardless of race including black individuals whose origins are Hispanic. Does not include individuals of Spanish (Spain) culture or origin.

**BLACK:** Includes persons who indicated their race as "Black or Negro" or reported entries such as African American, Afro-American, Black Puerto Rican, Jamaican, Nigerian, West Indian, or Haitian.

**AMERICAN INDIAN OR ALASKA NATIVE (AIAN):** American Indian includes persons who indicated their race as "American Indian," entered the name of an Indian Tribe, or reported such entries as Canadian Indian, French-American Indian, or Spanish-American Indian. Persons who identified themselves as American Indian were also asked to report their enrolled or principal tribe. Therefore, tribal data in tabulations reflect the written tribal entries reported on the questionnaires.

- Eskimo includes persons who indicated their race as "Eskimo" or reported entries such as Arctic Slope, Inupiat, or Yupik.
- Aleut includes persons who indicated their race as "Aleut" or reported entries such as Alutiiq, Egegik, and Pribilovian.

**ASIAN:** Includes persons who reported in one of the Asian or Pacific Islander groups listed on the questionnaire or provided responses such as Thai, Nepali, or Tongan.

- Asian includes Chinese, Filipino, Japanese, Asian, Indian, Korean, Vietnamese, Cambodian, Hmong, Laotian, Thai, Other Asian.
- Pacific Islander includes Hawaiians (part & Native), Samoan, Guamanian, Other Pacific Islander.

**OTHER RACE/NO RACE INDICATED:** Includes all other persons not included in the "White, Hispanic, Black, American Indian, Eskimo or Aleut, and Asian or Pacific Islander" race categories. Persons reporting in the "Other Race" category and providing write-in entries such as multiracial, multi ethnic, mixed, or interracial, as well as individuals not reporting are included.

## **Exhibit C**

### **Job Posting/Recruitment Sources Used**

#### **FOR EVERY JOB POSTING AVAILABLE TO NON-COUNTY EMPLOYEES**

CESA 2 Vocational Opportunities - Janesville, Wisconsin  
Community Action (Rock-Wal County) - Janesville, Wisconsin  
Division of Vocational Rehabilitation - Janesville, Wisconsin  
Epilepsy Foundation - Janesville, Wisconsin  
Gateway Technical College  
Lake Ivanhoe Property Owner's Associations - Lake Geneva, Wisconsin  
Placement Opportunities - Madison, WI  
Spanish Centers of Racine/Kenosha/Walworth Counties - Kenosha, Wisconsin  
Wisconsin School for the Deaf - Delavan, Wisconsin  
Wisconsin School for the Visually Handicapped - Janesville, Wisconsin  
Disabled Veterans Office - Elkhorn, Wisconsin  
Job Service and associated state job posting website  
Society's Assets - Elkhorn, Wisconsin  
Walworth County Website (24/7)  
governmentjobs.com (24/7)

#### **WEEKLY**

Line Advertisement in Local Free Newspapers  
Jobs Hotline (24/7)

#### **AS NEEDED**

Advertising in specific newspapers  
Recruiting at position specific job fairs  
Position specific educational institutions and professional organizations

## Exhibit D

### Glossary of Affirmative Action Terminology

**ACCESSIBLE:** A barrier-free environment in which the mobility of physically handicapped persons is not inhibited by external forces such as architectural design.

**ADVERSE IMPACT:** The finding that a particular selection procedure (such as a minimum-education requirement, a test, an interview, etc.), or an entire selection process composed of such procedures, disproportionately denies an employment opportunity to a particular protected group. A procedure is found to adversely impact on a protected group if hiring or promotion data show that the percentage of applicants in any group who successfully meet its requirement(s) is significantly lower than the percentage of successful applicants in another group.

**AFFECTED CLASS:** Any employee group (for example, minorities, females and disabled persons) that has suffered and continues to suffer the effects of unlawful discrimination.

**AFFIRMATIVE ACTION (AA):** Affirmative Action requires the employer to do more than ensure employment neutrality with regard to race, color, religion, sex, and national origin. It requires the employer to make additional efforts to recruit, hire, and promote qualified members of groups formerly excluded, even if that exclusion cannot be traced to particular discriminatory actions on the part of the employer. The premise of the Affirmative Action concept is that unless positive steps are undertaken to overcome the effects of unintentional discrimination, a benign neutrality in employment practices will tend to perpetuate the status quo indefinitely.

The Equal Employment Opportunity Commission (EEOC), through court order, can require an organization to undertake an Affirmative Action program similar to that required of federal contractors by Revised Order Number 4. Because the EEOC, which administers Title VII, judges discrimination by effect and not intent, it is sometimes necessary for an organization without federal contracts or subcontracts to undertake Affirmative Action.

If the EEOC investigates an organization and finds that minorities and/or women are substantially under represented in certain job categories, it will consider that a prima facie case of discrimination-whether or not the organization so intended it. The EEOC always holds an employer accountable for the present effects of past discriminatory acts.

**AFFIRMATIVE ACTION PLAN:** A plan whose execution will assure measurable yearly improvements in hiring, training, and promotion of minorities, females, and persons with disabilities in all parts of the organization. The effectiveness of the plan is measured by the results it actually achieves rather than by the results it is intended to achieve. A written Affirmative Action Plan is required of all federal contractors holding contracts of \$50,000 or more and employing 50 or more employees.

**APPLICANT FLOW RECORD:** A written objective measure used to analyze and monitor the recruiting efforts in an employer's Affirmative Action Plan. This record shows each job applicant's name, race, national origin, sex, disability status, referral source, date of application, position applied for, whether the job applied for (or any other job) was offered or why it was not.

**AVAILABILITY:** The presence of women, minorities, and persons with disabilities in the labor market "ready, willing, and able to work," used in setting goals and determining underutilization.

There are several basic measures of availability; occupational parity, labor force parity, and population parity.

**BONA FIDE OCCUPATIONAL QUALIFICATION (BFOQ):** A job requirement which permits an employer to discriminate legally on the basis of sex, age, religion, national origin or physical or mental condition. The requirements must be carefully justified and based on actual job needs, not stereotypes. For example, sex is not a BFOQ for heavy physical work since some women are physically powerful. Race and color are never a BFOQ.

**BUSINESS NECESSITY:** If an employer's practice or policies tend to affect members of a protected class adversely, then the employer must be able to demonstrate that the challenged practices effectively carry out the business purposes they are alleged to serve and that no alternative non-discriminatory practices can achieve the safe and efficient operation of its business.

**CLASS ACTION SUIT:** A class action suit includes discrimination against not just one employee, but against a whole "affected class" of employees. The EEOC files such a suit when it concludes that individual complaints are not isolated cases but represent a widespread pattern of discrimination against a whole group of employees protected by Title VII such as Afro-Americans and women. When losing a class action suit in court, employer has to do three things: (1) pay dollar damage to the "affected class" of employees as compensation for denied wages; (2) stop engaging in discriminatory practices; and (3) make specific changes in personnel procedures and increase its hirings, promotions, and transfers of the "affected class" to eradicate the present effects of past unlawful practices.

**COMPLIANCE:** The degree to which federal contractors or subcontractors carry out (comply with) the mandatory affirmative action or non-discrimination clause in their contracts. Compliance is measured largely on the basis of what an agency says it is going to do in its affirmative action program, the agency's adherence to the program and its good faith efforts to achieve the goals and timetables specified in the program. The degree to which employers carry out EEOC guidelines and state agencies carry out its affirmative action policy and criteria.

**DISABILITY:** A physical or mental impairment which substantially limits one of more life activities. An individual with a record of such impairment or who is regarded as having such impairment, is also "disabled" under state federal law.

**EQUAL EMPLOYMENT OPPORTUNITY (EEO):** Administering all terms and conditions of employment without regard to age, color, disability, national origin, race, religion, or sex.

**LABOR FORCE:** The working population of a specified area, e.g. the North Carolina labor force includes all State residents who are employed or are seeking employment. Data on a labor force can be reported for a particular occupation or for all occupations.

**LABOR FORCE PARITY:** An employer's workforce equal to the percentage of women, minorities and persons with disabilities in the total labor force, regardless of occupational specialty.

**NONDISCRIMINATION:** Requires the elimination of all existing discriminatory conditions, whether purposeful or inadvertent.

**OCCUPATIONAL PARITY:** The representation of women, minorities and persons with disabilities in particular occupational categories in the recruiting area. This has generally been accepted as a primary basis for defining affirmative action goals and underutilization.

**POPULATION PARITY:** The percentage of women, minorities and persons with disabilities between 16 and 70 years of age in the local population.

**PRIMA FACIE EVIDENCE:** Sufficient evidence to show discrimination on its face or first appearance. For example, if all of a company's Afro-American employees work in the stockroom, all its women employees work in the office, and all its Caucasian male employees are supervisors, a compliance agency would consider this prima facie evidence of discrimination.

**PROTECTED GROUPS:** Any group (or member of that group) specified in, and therefore protected by, anti-discrimination laws. The anti-discrimination laws protect individuals from discrimination because of age, color, disability, national origin, race, religion, or sex.

**REASONABLE ACCOMMODATIONS:** (1) Used in connection with affirmative action for persons with disabilities: if a disabled employee or applicant has the skills necessary to perform a job, an employer must make reasonable accommodations to the physical environment, equipment, schedules or procedures that would enable the individual to function in the position. (2) Used in connection with discrimination because of religion: If an employee needs to be absent for religious reasons, an employer must make reasonable accommodations to grant the employee that absence--even though it may conflict with, or differ from, the employer's schedules, standards or other business conditions--unless such absences cause the employer undue hardship.

**SELECTION PROCESS:** Applies to tests and other employer selection procedures used as a basis for any employment decision. This includes the full range of assessment techniques from paper-and-pencil tests to performance tests; training programs or probationary periods; physical, educational, or work experience requirements; formal or informal interviews; and application forms. Employment decisions go far beyond hiring: promotion, demotion, discharge and referral are all included. Selection for training or transfer may also be considered an employment decision if it leads to the decisions listed above.

**SEXUAL HARASSMENT:** Deliberate, unsolicited, and unwelcome verbal and/or physical conduct of a sexual nature or with sexual implications by a supervisor or co-worker which (1) has or may have direct employment consequences resulting from the acceptance or rejection of such conduct; or (2) creates an intimidating, hostile or offensive working environment; or (3) interferes with an individual's work performance.

**UNDERUTILIZATION:** Having fewer minorities and/or women with disabilities in a particular job category than reasonably expected by their availability.

**UNDUE HARDSHIP:** In order for an employer legally to refuse to accommodate an applicant's or an employee's disability or religious belief, the employer must be able to show that such accommodation would place a severe burden on the operation of the business.

**UNINTENTIONAL DISCRIMINATION:** Practices appearing non-discriminatory and not intended to be discriminatory but display discriminatory effects.

**UNLAWFUL EMPLOYMENT PRACTICE:** Any policy or practice that has discriminatory intent or effect.

**VALIDATION:** The study of an employer's tests or selection standards which proves that they are significant predictors of successful job performance (i.e., those who score high turn out to be successful and those who score low turn out to be unsuccessful). The study requires a large

sample of applicants and must include representatives of groups, minorities, women, etc. who may be suffering adversely from such standards.

**WORKFORCE:** The employees of a specified firm or agency. E.g., the State government work force includes all individuals employed by the State. Data on an employer's work force can be reported for a particular occupation or for all occupations.

**Resolution No. 34 -07/11**  
**Adopting Pay Ranges for Certain Management Positions**

1 Moved/Sponsored by: Human Resources Committee  
2

3 **WHEREAS**, Ordinance 15-315 (c) requires the Labor/Employee Relations Director to complete,  
4 at least bi-annually, a market survey for benchmark classifications in the relevant labor market  
5 for the Pay for Performance plan for non-represented, FLSA-exempt employees ("Plan"); and,  
6

7 **WHEREAS**, a market survey was conducted in 2010 by the county's Labor/Employee Relations  
8 Director and the Deputy County Administrator – Central Services; and,  
9

10 **WHEREAS**, the recommended plan has been reviewed by the Human Resources Committee;  
11 and,  
12

13 **WHEREAS**, the Human Resources Committee has voted to hold the recommendations and  
14 revisit them in one (1) year; and,  
15

16 **WHEREAS**, the net effect of the Committee's recommendation is that the pay ranges in the  
17 current Pay for Performance plan for non-represented, FLSA-exempt employees will remain the  
18 same for one year.  
19

20 **NOW, THEREFORE, BE IT RESOLVED** that the Walworth County Board of Supervisors  
21 does hereby adopt the Human Resources committee's recommendation that the current Pay for  
22 Performance plan remain status quo and that the pay plan recommendations be reviewed in one  
23 year.  
24  
25  
26  
27

28 \_\_\_\_\_  
29 Nancy Russell  
30 County Board Chair  
31

\_\_\_\_\_   
Kimberly S. Bushey  
County Clerk

32 County Board Meeting Date: July 12, 2011  
33

34 Action Required: Majority Vote  X  Two-thirds Vote \_\_\_\_\_ Other \_\_\_\_\_  
35  
36  
37

38 Policy and Fiscal Note is attached.

39 Reviewed and approved pursuant to Section 2-91 of the Walworth County Code of Ordinances:

40 David A. Brett 7/5/11  
41 David A. Brett Date  
42 County Administrator/Corporation Counsel

N. Andersen 7/5/11  
Nicole Andersen Date  
Deputy County Administrator - Finance

43 If unsigned, exceptions shall be so noted by the County Administrator.

**Policy and Fiscal Note**  
**Resolution No. 34 – 07/11**

- I. Title:** Adopting Pay Ranges for Certain Management Positions
- II. Purpose and Policy Impact Statement:** The purpose of this resolution is to adopt the recommendation of the Human Resources committee with respect to the market survey for benchmark classifications in the relevant labor market for the Pay for Performance plan for non-represented, FLSA-exempt employees. That recommendation was to retain pay ranges at their current level and review the pay plan survey in one year.
- III. Budget and Fiscal Impact:** Passage of this resolution will maintain the status quo. Funds for 2012 management pay will be subject to normal budgetary procedures. If the Board chooses to adopt the pay plan, six employees would be elevated to the minimums of the new ranges, which would have an impact of \$23,730 in 2012. In addition, adopting this pay plan would give the majority of the employees in the pay plan the ability to earn a higher increase based upon their movement to a lower quartile in the matrix (i.e. a high level performer from fourth (1.75%) quartile to second (2.5%) quartile).
- IV. Referred to the following standing committees for consideration and date of referral:**

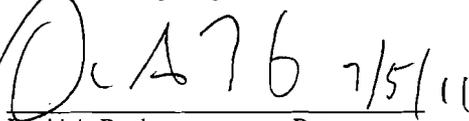
Committee: Human Resources

Meeting Date: June 22, 2011

Vote: 3 - 2

County Board Meeting Date: July 12, 2011

Policy and fiscal note has been reviewed and approved as an accurate statement of the probable policy and fiscal impacts associated with passage of the attached resolution.

  
\_\_\_\_\_  
David A. Bretl                      Date  
County Administrator/Corporation Counsel

  
\_\_\_\_\_  
Nicole Andersen                      Date  
Deputy County Administrator - Finance