

PROCEEDINGS OF THE BROWN COUNTY EXECUTIVE COMMITTEE

Pursuant to Section 18.94 Wis. Stats., a meeting of the **Brown County Executive Committee** was held on Monday, May 12, 2014 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Chair Tom Lund, Supervisor Erickson, Supervisor Moynihan, Supervisor Evans, Supervisor Buckley
Excused: Supervisor Fewell
Also Present: Supervisors Nicholson, Sieber, Robinson, Landwehr and Campbell. Executive Streckenbach, Brent Miller, Chad Weininger, Juliana Ruenzel, Cora Haltaufderheid, Michele Conard, Dan Process, Neil Anderson, Bob Bosley, other interested parties.

I. **Call Meeting to Order:**

The meeting was called to order by Supervisor Tom Lund at 5:30 p.m.

II. **Approve/modify agenda:**

Motion made by Supervisor Buckley, seconded by Supervisor Moynihan to delete #19 and take #20 after Communications (#6). Vote taken. MOTION CARRIED UNANIMOUSLY

III. **Approve/modify Minutes of April 7, 2014.**

Motion made by Supervisor Vander Leest, seconded by Supervisor Buckley to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public - None

1. **Review Minutes of:**

a) **LEAN Steering Committee (March 6, 2014).**

Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

**** PRESENTATION ****

District Sales Tax Termination & Future of the Stadium District
Presented by Patrick Webb, Executive Director
Green Bay Brown County Professional Football Stadium District

Pat Webb, Executive Director, and Greg Kueh, Program Consultant, of the Green Bay/Brown County Professional Football Stadium District were at this meeting to make a presentation relative to the District Sales Tax Termination and Future of the Stadium District.

Mr. Webb indicated that the Sales Tax Termination and future of the Stadium District Board depends on the following:

1. Requirements for Optional Dissolution of the District:

- a) Payment of all bonds (completed August 2011)
- b) Certification of full funding of statutory reserves
- c) Performance of other contractual obligations

2. Certification of Full Funding of Reserves:

- a) Required funding equals approximately \$93,000,000

- b) Accumulated to date approximately \$66,000,000
- c) Expected time to complete full funding of reserves is 12.4 months

3. Sales Tax Termination:

- a) Certification of full funding expected May or June 2015
- b) Termination of sales tax collections expected September or December 2015.

(See "Summary of Investments for Annual Stadium Maintenance – in Exec Cmte agenda packet). Webb explained that the estimated months left to fund the maintenance fund is based on average monthly receipts of \$1.75 million. The balance needed to fund 2015 will come from the Stadium District. Distributions are based on a 3% annual increase, with administrative fees to be funded in a segregated account. Annual funding must be available on the first business day of each year.

Questions and Comments by the Committee:

Supervisor Evans asked who handles the funds and Webb replied they are handled by the trustee of a local bank.

Supervisor Buckley pointed out it appears there are currently enough funds if the earmarked operations stay afloat, opining that the facility is being underutilized and expressing a concern that if the District is dissolved, maintenance funds may be controlled by a trustee.

Supervisor Erickson questioned who would be responsible for maintenance if the District remains intact, noting that the excess in the economic fund would be gone if disbanded, however, if remaining together, there should be growth for future events.

Supervisor VanderLeest asked if there is any scenario where the District would end and Webb stated he did not see any chance of that prior to September 2015. He indicated the biggest issue comes if buying long term treasury strips due to sales tax and interest rates. VanderLeest stated that the sentiment of residents in his district appears to be to end the District as soon as possible, noting however, that if events are planned, administrative costs should be covered.

Supervisor Evans questioned if there has been any thought to combining with the Milwaukee region as they will be intact until 2017 or 2018. Webb explained they are different in that their district involves five counties, although it could be considered as numbers show that Green Bay Packer home games include 85% of non-Brown County residents attending.

Supervisor Nicholson questioned the obligations of the tax and Webb stated it was to pay off the bonds (done in August 2011) and to provide a maintenance fund based on a formula and not expenditures. When asked who serves on the Stadium District Board, Webb replied current membership includes Senator Robert Cowles, Margaret Jenson, Chuck Lamine, Ann Patteson, Ron Antenneau, Keith from Keith's Hair Salon, and Ken Galonski.

Supervisor Landwehr spoke to remaining funds after 2031. Webb explained the assumption would be that they would be available under the same issue except if there is extra money in the equity fund which would then be distributed to municipalities, the Department of Administration, etc.

Communications

- 2. **Communication from Supervisor Nicholson re: Review the half percent County Sales Tax/Packer Stadium Tax with updated information. *Referred from April County Board.***

Motion made by Supervisor Evans, seconded by Supervisor Erickson to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

3. **Communication from Supervisor Robinson re: That a report on the results of the County Board listening sessions be given at the January Executive Committee Meeting and that discussion take place on priorities of further Brown County Action. *Held for a month.***

County Executive Streckenbach provided handouts **to the committee**, stating that he had asked department heads to respond to the questions that have been asked. Upon review, Supervisor Robinson asked that this serve as a blueprint for future feedback.

Supervisor VanderLeest pointed out that many of the items of concern are policy issues and if there is a dollar amount involved that cannot be taken care of in the various departments, there would need to be committee discussion which could be forwarded to the County Board during budget preparation.

Motion made by Supervisor Vander Leest, seconded by Supervisor Buckley to refer to Board Supervisors and Administration for use during budget preparation.

Vote taken. MOTION CARRIED UNANIMOUSLY

4. **Communication from Supervisor Campbell re: Request to establish a Personnel Committee for Brown County to improve employee communications in Brown County. *Held for a month.***

Supervisor Campbell requested this item be held for one month in order to meet with Executive Streckenbach and Brent Miller to further discuss.

Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to hold for one month.

Vote taken. MOTION CARRIED UNANIMOUSLY

5. **Communication from Supervisor Campbell re: Discussion of Interns.**

Supervisor Campbell distributed a handout (attached) relative to her communication regarding an internship program for Brown County in the media/communications/public relations area (see attached). The purpose of the program would be to increase revenues and attendance at County facilities by securing free pre-publicity for various events, and secondly to be responsive to Brown County residents regarding better communication.

Campbell explained that Brown County has partnered with St. Norbert College Community Services to take advantage of a grant program that would allow SNC to pay for interns the County would utilize for this purpose. This would involve those students who are interested in getting into the field of communications and who would provide an intensive program with hands-on learning. Campbell, who stated she has extensive background in this area, has offered to work as the County's liaison and point of contact. She has conducted interviews and has selected two interns who have handled push media communications, with the other handling legislative pieces, in addition to other activities.

Interns were introduced to the Brown County Board and Departmental Staff in October. Comments from the two interns, Shaina Beckers and Chantre Smith are included in handout material relative to what they learned during the internship.

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to receive and place on file.

Vote taken. MOTION CARRIED UNANIMOUSLY

6. **Communication from Supervisor Erickson re: Submit a progress report regarding how the County Interns are promoting Brown County. Determine if these positions are having a positive influence. Referred from April County Board.**

Motion made by Supervisor Erickson, seconded by Supervisor Buckley to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Although shown in proper format, Item #20 was taken at this time

Vacant Budgeted Positions (Request to Fill)

7. **Child Support – Child Support Specialist – Paternity - Vacated 5/2/14.**
8. **Human Services – AODA Counselor - Vacated 5/1/14.**
9. **Human Services – Children, Youth & Families Manager - Vacated 5/16/14.**
10. **Human Services – SW/CM (Child Protection Intake/Ongoing) - Vacated 5/9/1.**
11. **NEW Zoo – Assistant Zookeeper - Vacated 5/1/14.**
12. **Parks Management – Park Supervisor - Vacated 3/1/14.**
13. **Public Works (Facility Mgmt) – Housekeeper (.5 FTE) - Vacated 4/18/14.**
14. **Public Works (Highway) – Highway Crew (x3) - Vacated 3/17/14; 3/20/14.**

Motion made by Supervisor Moynihan, seconded by Supervisor Erickson to suspend the rules to take Items 7-14 together . Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to approve Items 7-14. Vote taken. MOTION CARRIED UNANIMOUSLY

Legal Bills

15. **Review and Possible Action on Legal Bills to be paid.**

Juliana Ruenzel presented bills for review, explaining that an error was found in an invoice from Davis-Kuelthau which has been corrected.

Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to approve payment of legal bills with the correction. Vote taken. MOTION CARRIED UNANIMOUSLY

Reports

16. **County Executive Report.**
 - a) **Brown County Board Listening Sessions Feedback.**

Executive Streckenbach reported that feedback from Listening Sessions brought forward some issues of communication; however, from an overall standpoint the County has many things to be proud of as it offers family fun, a healthy life style, safety, and many other advantages through its various programs and facilities.

Cora Haltaufderheid also commented on the positive aspect of the use of interns and the field of study offered, in addition to opportunities for grants and economic generators.

The Executive stated that he is working on the 2015 budget and urged that any departmental concerns to be forwarded to him.

Motion made by Supervisor Vander Leest, seconded by Supervisor Moynihan to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Supervisor Buckley was excused at 6:46p.m.

17. **Internal Auditor Report.**

- a) **Board of Supervisors Budget Status Financial Report for January, February & March 2014.**

Motion made by Supervisor Vander Leest, seconded by Supervisor Moynihan to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

- b) **Board of Supervisors (Veterans Recognition Subcommittee) Budget Status Financial March 2014.**

Motion made by Supervisor Erickson, seconded by Supervisor Moynihan to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

- c) **Purchasing Function Audit – Highway Department – Update.**

Dan Process stated that audit results are not yet complete, requesting the report be held for one month.

Motion made by Supervisor Moynihan, seconded by Supervisor Erickson to hold until the audit is complete. Vote taken. MOTION CARRIED UNANIMOUSLY

18. **Human Resources Report - None**

Resolutions, Ordinances

- ~~19. **Ordinance Amending Sections 4.92 and 4.93 of Chapter 4 of the Brown County Code Entitled "Grievance Procedure".**~~

20. **Resolution re: Change in Table of Organization for the Clerk of Courts Department.**

An explanation of this resolution and a request for approval comes after review of the Court Coordinator position in Courtroom A due to an upcoming vacancy. As a result a request is made to reclassify the Court Coordinator position to a Deputy Clerk of Courts I, an increase of .80 FTE, and the Deputy Clerk of Courts I to 1.00 FTE. There is a \$2,393 fiscal impact involved which is not currently budgeted.

After questions and comments by the Committee a determination was made to move forward with approval.

Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to approve the Resolution regarding a change in the Table of Organization for the Clerk of Courts Department. Vote taken. MOTION CARRIED UNANIMOUSLY

(Back to #7-14 on the agenda)

21. **Resolution re: Change in Table of Organization for the Human Services Department Social Worker/Case Manager.**

This resolution is presented for approval at the request of the Human Services Department for the addition of a 2.00 FTE Social Worker/Case Manager position.

Motion made by Supervisor Evans, seconded by Supervisor Moynihan to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

22. **Resolution re: 2013 Budget Overdraft and Shortfall Appropriations. *Referred from Admin.***

Chad Weininger, Department of Administration Director, explained that this resolution presented for approval is a request to appropriate additional funds for 2013 departmental budgetary shortfalls involving the Clerk of Courts, the Museum, the Treasurer, and the Human Services Department. The fiscal impact for these shortfalls results in a total appropriation needed of \$1,844,041 as follows:

- Clerk of Courts -	\$ 342,446
- Museum -	\$ 48,812
- Treasurer -	\$ 1,709,036
- Human Services –	
Community Treatment Center-	\$1,844,041

Many concerns were expressed by the committee with Supervisor Erickson asking if any of the delinquent account balances were the cause of delinquent taxes. Weininger explained that less revenue was received and there was a shortfall in investment income. Supervisor VanderLeest asked if there were ways to bring in more revenue, suggesting the County Board become involved.

Motion made by Supervisor VanderLeest, seconded by Supervisor Erickson to approve the respective shortfall appropriations as noted with a request to come back with an RFP for the Treasurer. Vote taken. MOTION CARRIED UNANIMOUSLY

Closed Session: Notice is hereby given that the governmental body will adjourn into a closed session during the meeting on number 23 and 24 below, as authorized pursuant to Wisconsin Statutes Section 19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, and Pursuant to Wis. Stat. § 111.70 as allowed for purposes of negotiating and collective bargaining, which authorizes the governmental body to convene in closed session.

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to adjourn the regular meeting at 7:15 p.m. and enter into closed session.

Roll Call: Evans, Erickson, Lund, Moynihan, VanderLeest

Excused: Buckley, Fewell

Vote taken. MOTION CARRIED UNANIMOUSLY

23. **Discussion and possible action on labor negotiations and bargaining with the Brown County Professional Sanitarians Contract.**

24. **Discussion and possible action on labor negotiations and bargaining with the Brown County Electricians Contract.**

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to return to regular order of business. Roll Call: Evans, Erickson, Lund, Moynihan, VanderLeest.

Excused: Buckley, Fewell

Vote taken. MOTION CARRIED UNANIMOUSLY

23. **Discussion and possible action on labor negotiations and bargaining with the Brown County Professional Sanitarians Contract.**

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to approve the Resolution regarding Authority to Execute a 2014 Agreement with the Brown County Professional Public Health Sanitarians. Vote taken. MOTION CARRIED UNANIMOUSLY

24. Discussion and possible action on labor negotiations and bargaining with the Brown County Electricians Contract.

Motion made by Supervisor Moynihan, seconded by Supervisor Evans to approve the Resolution regarding Authority to Execute a 2014 Agreement with the Brown County Electricians. Vote taken. MOTION CARRIED UNANIMOUSLY

25. Such other matters as authorized by law.

Motion made by Supervisor Erickson, seconded by Supervisor Evans to adjourn at 7:14 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia Loehlein
Recording Secretary

Rae G. Knippel
Transcription

Correspondence from Supervisor Corrie Campbell, District 21-Ashwaubenon, to Brown County Exec Committee members and fellow supervisors of Brown County Board of Supervisors in Re: Purpose and Progress of Internship Program established for Brown County in media/communications/public relations:

Overview/Goals/Effectiveness of Communications/Media Relations Internship Program:

Goals:

- 1) to increase revenues and attendance from/at county facilities at which events are held or activities take place by securing FREE pre-publicity for events held at those facilities through traditional media channels and by establishing and using FREE social media channels to efficiently and effectively communicate to traditional media in a “push media” model of communication to make them aware of these programs facilities so that we can better promote our county’s activities, programs and facilities by reaching traditional media (print, radio, broadcast) in the most cost-effective and efficient manner;
- 2) Be responsive to Brown County residents who expressed repeatedly to the board at visioning sessions that we need to improve our communications and come up with better ways to communicate with public about what we do at Brown County and help provide a two-way communication system with county residents...not just through social media, but with all forms of media– traditional and other.

Brown County partnered with St. Norbert College Community Services to take advantage of a grant program that would allow SNC to pay for interns we utilize at the county for this purpose, specifically those students who are graduating or close to graduating and interested in getting into the field of communications. The goal of the internship from the SNC perspective, was to provide an intensive program with hands-on learning experience with the employer. I agreed, as a county supervisor who has an extensive background in communications, promotions and business marketing, to act as the county’s liaison and point of contact with the office of oversight being the county executive’s office. I conducted interviews and selected two interns, one of whom would enter during the fall semester and another during the spring, with both working throughout the spring in two different areas of communication at the county. Chantre Smith, a junior at SNC, has handled the push media communications weekly for the county since October. Shaina Beckers has handled legislative pieces, conducted strategic planning for better communications with public, provided PSA’s, worked with Cora Haultauftherheid on the State of the County Address, worked with UW Extension on a power point identifying county’s governmental structure and role and has worked with another student from Ashwaubenon for footage for a potential You Tube channel to better personalize and brand Brown County and identify what we do.

Two interns, both communications majors. (see attached reviews from each)

Cost to taxpayers of Brown County: \$0

Staff hours/time involved total between Oct. 2013-May 2014: *less than ten.*

Total estimated hours of work dedicated *by interns*: 460 hours @ \$10.00 hr. Should you need a specific estimate for each intern, you may call SNC Career Services

paid by SNC

Hours Corrie Campbell spent working with interns: more than 50 to assess media channels, help with introductory activities with local traditional media outlets and set up push media/communications system and protocol for interns.

Challenges:

1) making sure all county departments knew that there would be a way to communicate their message through an official Brown county site so that we could push media to traditional media channels the fastest and most efficient way to get better coverage of events and activities of the county.

2) making sure media knew we would be pushing stories to them and offering content to them on a regular basis and that they could partner with us;

3) Upon review of communications, we learned all departments run their own social media pages were not getting new content through channels whereby they would get noticed or covered by media like official county FB and Twitter Feeds which feed into website for added exposure. . Having the official tweets and fb postings coming from Brown County increased coverage of BC departmental events or facilities:

Introductory Activities:

Participated in two meetings of Social Media group, one initially to set up internship program and second to introduce various departments participating in Social Media to Chantre and make them aware they will now have assistance in media and public relations

Introduction of Interns to Brown County Board and Departmental Staff at Oct. meeting

Departments visited:

Parks, Rec.

County Board

3C Library

Neville Public Museum

Register of Deeds

3C Sheriff's Dept.

3D Health Dept.

3C UW-Extension

Aging and Disability Resource Center

Brown County Emergency Management

Brown County Golf Course _met interns and was aware through Social Media workgroup

Brown County NEW Zoo and Adventure Park

Brown County IT Services

Brown County Convention and Visitor's Bureau, meeting with Brenda (marketing) and Brad Toll

Green Bay Fire Dept.

Departments called to make them aware of where to send information they would be promoting:

Community Treatment Center-referral to Jeremy Krall

Veteran's Service Office—3x and one call directly to Jerry Poulus

Airport Director's Office

Brown County Port

Parks, Rec.

County Board

Library

Museum

3C Sheriff's Dept.

3D Health Dept.

Media outreach:

Met with Amy Bailey of GB Press Gazette and special sections editor

Met with Robert Kennedy of WTAQ

Met with Denmark Press

Conferred with Ashwaubenon/Howard Suamico Press as to when media releases should go into paper

TV-programs

Made all morning news programs and noon show aware of Brown County office of Media and Public Relations and new push media idea

Inner City 4-H first open house-- UW-Extension
Rerouting of traffic for Packers games around Leo Frigo bridge
NEW Zoo Boo
Veteran's Day at the Neville Public Museum
Veteran's Day at the NEW Zoo
Brown County Board property tax decrease (Nov. 7th)
Bruce the Spruce at the Neville Public Museum
Veteran's Day
America Recycles Day
Brown County Donation Collection for NEW Community Shelter,
Give a Kid a Book Campaign, Bay Area Humane Society and Animal Shelter, Toys for Tots
Neville Public Museum—JFK Memorabilia
Last day at Brown County Rifle Range
Thanksgiving holidays
Neville Public Museum Prange's Window Display
Winter Storm Watch
Friends of Neshota Park Winter Fest (also through Denmark Press post)
Sound City, Foo Fighter drummer Dave Grohl's documentary at the Neville Public Museum
Bay Nordic Ski Club Event Stump Farm Race and Bay Nordic Ski Club
100th Commemoration of the Start of WW1 at Neville Public Museum
Creating a Community Legacy...Neville Public Museum artifacts
ADRC Health Insurance Enrollment Fair
Powerful Tools for Caregivers-Caregiver Workshop SDRC
Northeast WI Technical College ADRC promotion) of VITA Free Tax Prep Service
2014 Summer Zoo Camp program through the NEW Zoo
Diabetes and Pre Diabetes education info through ADRC
Put Life Back in Your Life—Living with Chronic Health Conditions (through ADRC)
Brown County Dairy Promotions, Taste of Wisconsin at the National Railroad Museum
Snowshoe Discover Hike at Barkhausen (Feb. 15)
Mater Composter Training at Ag and Extension Service Center—UW Extension
Basic Winter Survival Skills Course at Barkhausen
NEW Zoo half price admission through end of February
Brown County Ski, Snowmobile and Snowshoe trails opening
Green Bay Startup Weekend
Brown County Public Works-road crews using sand/salt mix
A World at War: 100th Commemoration of start of WWI
Tiki Torch Evening Trek at L.H. Barkhausen Waterfowl Preserve
Found Time Capsule at Old Mental Health Building
Friends of Neshota Park Winter Fun Fest
State of the County Address invite and coverage
ADRC library of books and videos on various topics: Brain Injury
Summer Zoo Camp at the NEW Zoo
ADRC Tai Chi Demo
MARCH...began campaign for media coverage of TOUCHDOWN Exhibit at the Neville
Skunks are Beautiful Cribbage Tournament for NEW Zoological Society
Recognition of Brown County's work on the Phosphorous and Baird Creek Committees of World Wide Water Day
Maple Syrup-ing—A Celebration of Spring event (March 29th)
Brown County Golf Course opening in April

March 25th Touchdown exhibit at the Neville
Brown County Central Library CD and DVD Sale
Central Library closing March 26th
March 26th, Meals of Wheels promotion –seeking volunteers
Health Insurance Marketplace March 31st deadline and WFRV story about phone bank
Second promotion of Maple Syrup-in' Day at the Barkhausen
April 1-NEW Zoo Zip Line
April 1– third promotional blitz for TOUCHDOWN-- Opening at the Neville Public Museum
Removal Dates for Winter Storage at the Brown County Fairgrounds
Money Smart Week-Brown County; Brown County Library and Brown County UW Extension Women's Financial Seminar
Promotion of ADRC Monthly Newsletter
NEW Zoo opening for season!
Reforestation Camp Ski Lodge now has WIFI promotion
LH Barkhausen Summer Camp Pre-registration
TOUCHDOWN Exhibit Opening Promotion at the Neville
BC Exec. Event: avionic companies event bill signing
Packers provide BC Sheriff's Office funds to purchase two bomb sniffing dogs
AIR FORCE BAND CONCERT PROMOTION– Free event (April 9 posting)
Promotion of Easter EggStravaganzoo at NEW Zoo
Boat Launch User info updates; Wrightstown Boat Launch launching dock and Bay Shore Boat Launch opening
National Telecommuter Week April 14—visit by County Exec to 911 Call Center
Brown County Golf Course opening in April
National Telecommuter Week
ADRC Volunteer Opportunity for Caring for the Caregiver May 16th promotion
Bay Shore Park opening April 25th
Second Easter Extravaganzoo promotion for April 19th
Opening of the mountain bike and horse trails in Brown County (April 26th)
Lunch and Learn Series” What's Available for Seniors at the ADRC
NEW Master Gardener's Plant Sale May 23 and 24 promoted April 23
Brown County Central Library Book Sale May 6-10...promoted April 28th
Real Honest Sailing with a Great Lakes Captain at the Neville
NEW Zoo/Adventure Park Grand Opening

In progress:

To increase revenues at fairground camping area, partnering with Packers to promote Packers home game campir weekends at Brown County Fairgrounds
Production of a video Series (utilizing an intern Dakota Knutson from Ashwaubenon high School who is interested video production) . Called “Our Brown County,” the series is being developed to share programming on Cable Accce and provide video series for promotion/branding of Brown County.

All at no cost to taxpayers.

Shaina Beckers

St. Norbert College, 2014

This internship with the Brown County has been an invaluable experience. I learned so much. It gave me a chance to work in a "real life" work environment and see how the government functions and makes things happen. By being given the chance to help with the social media outreach of Brown County, I have credible work experience that I can take with me to my future job endeavors. I was also able to meet and work with so many different people, the networking was priceless. In today's world, networking is what will get you places.

I never would have thought I would want to work in an office environment, much less for the government. But after this amazing opportunity, I can now see myself doing something like this in the future. I would love to be able to stay with the Brown County and continue to help it become more efficient and to continue to make this a better community. I have a new passion and drive that I never thought I would have. After this internship, I feel like I have a better grasp as to what I want to have a career, whereas before I was still lost.

My list of projects and contributions from January to May:

- created a Brown County informative PowerPoint for Judy from UW Extension
- Met with Departments to figure out how to stream line communication for Brown County
- made kid-friendly public outreach weather safety pamphlets for Emergency Management
- assisted Cora (Deputy Exec) in making Troy's Public Address PowerPoint
- Created a calendar list of events for the Communication Plan
- create "Facebook-twitter" awareness poster for Brown County
- Helped with marketing for the Veteran's Concert
- Continuously updated the Brown County Facebook and twitter page with pictures and happenings
- Trained to make updates and changes to the Brown County's main website, with Laura Workman
- created 911 PSA video/script with Cullen Puilter and Dakota from Ashwuabenon High School
- made Communication Plan and 2014 Dept Updates PowerPoints

Chantre Smith, letter.

What are you learning during this internship?

There are many things that I have learned, and continue to learn during this internship. I have learned many valuable lessons and concepts about public/media relations. I am able to get a hands on experience with the media and the different Brown County departments. I not only learned the importance of a press release, but I also learned how to effectively create one. My experience with Brown County has prepared me for the work force in Communications. With this internship, I was able to understand government and politics better. Working in government, I learned the value of listening and nonverbal communication. My supervisor, Corrie Campbell, has become a role model and a mentor to me. She has taught me so much about media, public relations, communications, and how to be powerful leader. I will never be able to repay her or thank her enough for the extensive knowledge that I have gained from her. Working with Corrie, and being a part of her leadership has set me up for success. In our first months together, Corrie took me under her wing and showed me what needs to be done and how to do it. I am now a more confident, resourceful, public/media relations woman because of this internship.

What is working well/not so well for you?

When needed, I go to the different departments within Brown County and conduct interviews or to simply gain more information about a particular event or program. These visits have worked very well for me and my success with Brown County. I am able to meet people who can help me, which also helps me to network. Also, the visits help me to stand on my own and show my credibility. The only problem that I sometimes run into is pertaining to the hours. My supervisor is very flexible when it comes to dealing with social media and other assigned tasks, but sometimes it is necessary to attend public or media events. These events often time conflict with my school schedule, and it makes it hard for me to be in attendance.

Are you receiving adequate feedback?

Yes, I am receiving adequate feedback. Corrie is always willing to help me when needed, and offers me effective feedback with everything that I do.

Is there anything that you need from us in Career Services?

No, there is nothing in particular that I need from Career Services.

RECEIVED

MAY 12 2014

HUMAN RESOURCES

 DAVIS | KUELTHAU
attorneys at law

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BROWN COUNTY
PERSONAL & CONFIDENTIAL
ATTN: MR. BRENT MILLER
305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600

May 5, 2014
Invoice 377254
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For Services Through February 28, 2014

Our Matter # 18852.97143

BROWN COUNTY SHERIFF DEPT. INT. ARB. 2012-2015

12/19/13	Review strategy memorandum; prepare and send correspondence to Mr. Miller regarding additional information and documents needed for interest arbitration.				
	Geoffrey A. Lacy	1.00 hrs.	225.00/hr	\$	225.00
12/20/13	Review costing data programs and final offers.				
	William G. Bracken	0.50 hrs.	225.00/hr	\$	112.50
1/6/14	Update County deputy settlements and forward to Mr. Bracken.				
	Bridget M. Amraen	0.80 hrs.	170.00/hr	\$	136.00
1/8/14	Review union's final offer as certified by WERC; correspondence with Mr. Miller regarding same.				
	Geoffrey A. Lacy	0.30 hrs.	225.00/hr	\$	67.50
1/9/14	Review revised union final offer. Compare issues and information needed. Review comparable data.				
	William G. Bracken	2.00 hrs.	225.00/hr	\$	450.00
1/14/14	Review issues from County and Union's last offer. Prepare list of information needed.				
	William G. Bracken	1.00 hrs.	225.00/hr	\$	225.00
1/15/14	Conference with Attorney Ruenzel and Mr. Miller regarding interest arbitration and contract status; review materials for same; work on developing strategy.				
	Geoffrey A. Lacy	2.50 hrs.	225.00/hr	\$	562.50

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS

111 East Kilbourn, Suite 1400
 Milwaukee, WI 53202-6613
 414-276-0200

 BROWN COUNTY
 PERSONAL & CONFIDENTIAL
 ATTN: MR. BRENT MILLER
 305 E. WALNUT STREET
 P.O. BOX 23600
 GREEN BAY, WI 54305-3600

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1/15/14	Preparation and participation in meeting with Mr. Lacy, Ms. Ruenzel, and Mr. Miller regarding information needed for upcoming interest arbitration case.				
	William G. Bracken	5.50 hrs.	225.00/hr	\$	1,237.50
1/16/14	Review drafts of exhibits for arbitration hearing.				
	Geoffrey A. Lacy	0.50 hrs.	225.00/hr	\$	112.50
1/16/14	Organize information needed. Review settled contracts and health insurance information.				
	William G. Bracken	2.00 hrs.	225.00/hr	\$	450.00
1/17/14	Continue review of exhibits and cost calculations; correspondence with Mr. Miller regarding same; telephone conference with Attorney Cermele.				
	Geoffrey A. Lacy	0.40 hrs.	225.00/hr	\$	90.00
1/17/14	Telephone conference with Attorney Lacy regarding information needed from County representatives for creation of exhibits. Review collective bargaining agreements. Review Fond du Lac County and Manitowoc County insurance data.				
	William G. Bracken	2.00 hrs.	225.00/hr	\$	450.00
1/21/14	Review County's information on budget information, settlements, and health insurance.				
	William G. Bracken	2.30 hrs.	225.00/hr	\$	517.50
1/22/14	Research regarding wages and WRS contributions. Email correspondence to HR representatives in comparable counties.				
	William G. Bracken	4.00 hrs.	225.00/hr	\$	900.00

PAYMENT OF THIS INVOICE IS DUE WITHIN 30 DAYS

111 East Kilbourn, Suite 1400
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414-276-0200

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1/23/14	Review costing documents and comparable data; conference with paralegal regarding same; conference with clients regarding strategy.				
	Geoffrey A. Lacy	2.00 hrs.	225.00/hr	\$	450.00
1/23/14	Telephone conference with Mr. Miller and Attorney Lacy regarding costing information. Research regarding comparable settlement wage increases and WRS contributions. Preparation of summary exhibits on minimum and maximum wage rates, wage rate increases, and WRS contributions.				
	William G. Bracken	7.00 hrs.	225.00/hr	\$	1,575.00
1/24/14	Telephone conference with Attorney Cermele regarding negotiations and status of information for arbitration hearing process.				
	Geoffrey A. Lacy	0.50 hrs.	225.00/hr	\$	112.50
1/24/14	Telephone conference with Attorney Lacy regarding possible settlement offer from the County. Exhibits created included health insurance, wage rate increases, and WRS increases.				
	William G. Bracken	6.00 hrs.	225.00/hr	\$	1,350.00
1/27/14	Conference with paralegal; review costing data and analysis.				
	Geoffrey A. Lacy	1.00 hrs.	225.00/hr	\$	225.00
1/27/14	Preparation of WRS statement, summarize health insurance provisions and effective wage increases. Telephone conference with Attorney Lacy regarding strategy for settlement offer.				
	William G. Bracken	5.50 hrs.	225.00/hr	\$	1,237.50

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1/28/14	Review cost analysis on various options in negotiations; conference with clients to discuss same; review additional documentation pertinent to negotiations.				
	Geoffrey A. Lacy	2.00 hrs.	225.00/hr	\$	450.00
1/28/14	Preparation of exhibits. Review costing data. Telephone conference with Mr. Lacy regarding settlement options.				
	William G. Bracken	6.50 hrs.	225.00/hr	\$	1,462.50
1/29/14	Review materials for negotiations; conference with Mr. Miller regarding same; negotiations with union.				
	Geoffrey A. Lacy	7.00 hrs.	225.00/hr	\$	1,575.00
1/29/14	Telephone conference with Mr. Lacy regarding settlement options. Prepared list of information needed from County. Review costing information sent from County. Update several exhibits.				
	William G. Bracken	3.50 hrs.	225.00/hr	\$	787.50
2/4/14	Telephone conference with Mr. Miller regarding draft of language of WRS and County's health insurance contribution.				
	William G. Bracken	0.30 hrs.	235.00/hr	\$	70.50
2/5/14	Begin proofing of new contract for deputies.				
	William G. Bracken	1.50 hrs.	235.00/hr	\$	352.50
2/6/14	Proof new contract changes. Email correspondence to Mr. Miller regarding WRS contribution.				
	William G. Bracken	1.80 hrs.	235.00/hr	\$	423.00

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2/7/14	Review second draft of proposed Collective Bargaining Agreement. Email correspondence to Mr. Miller regarding suggested changes.				
	William G. Bracken	1.00 hrs.	235.00/hr	\$	235.00
2/10/14	Telephone conference with Mr. Miller and Attorney Ruenzel regarding meeting with Executive Committee pertaining to Deputy Contract; preparation for same; telephone conference with Attorney Cermele regarding certain insurance provisions; attend Executive Committee meeting.				
	Geoffrey A. Lacy	3.00 hrs.	225.00/hr	\$	675.00
2/10/14	Discussion of Sheriff non-supervisory settlement costing and presentation.				
	James M. Kalny	0.30 hrs.	260.00/hr	\$	78.00
2/10/14	Telephone conference with Attorney Lacy regarding draft of new contract.				
	William G. Bracken	0.30 hrs.	235.00/hr	\$	70.50
2/11/14	Telephone conference with Attorney Cermele regarding redlined contract provisions; telephone conference with Mr. Miller regarding same.				
	Geoffrey A. Lacy	0.30 hrs.	225.00/hr	\$	67.50
2/19/14	Prepare for and attend County Board meeting closed session discussion on Deputy contract.				
	Geoffrey A. Lacy	3.00 hrs.	225.00/hr	\$	675.00
	Total Fees for Professional Services.....				\$ 17,408.00

Reimbursable Costs:

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	Copy Charges	\$	3.36
1/22/14	Mileage to Green Bay 1/15/14	\$	58.24
	Total Reimbursable Costs	\$	61.60

Totals for This Matter

Fees for Professional Services	17,408.00
Reimbursable Costs	\$61.60
Total Current Billing for this Matter - Services Through February 28, 2014.....	\$17,469.60
 TOTAL BALANCE DUE:	 <u>\$17,469.60</u>

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INVOICE SUMMARY

Our Matter # 18852.97143
BROWN COUNTY SHERIFF DEPT. INT. ARB. 2012-2015

Total Services:	\$17,408.00
Total Reimbursable Costs:	\$61.60
TOTAL SERVICES AND DISBURSEMENTS:	<u>\$17,469.60</u>
TOTAL BALANCE DUE:	<u>\$17,469.60</u>

REMITTANCE