

Other

FROM THE OFFICE OF GEORGE L. CHRISTENSON
MILWAUKEE COUNTY CLERK

County Ordinance No. 23-293
File No. 23-2

AN ORDINANCE

The Milwaukee County Board of Supervisors of the County of Milwaukee does ordain as follows:

SECTION 1. Section 1.01 of the Milwaukee County Code of General Ordinances is hereby amended as follows:

1.01. – Meetings.

(a) *Annual meeting.* The statutory or annual meeting of the county board shall be convened on the first or second Thursday in November, consistent with Wis. Stat. § 59.11(1)(a), for the purpose of considering reports of the committee on finance on new positions for the next fiscal year as well as recommendations for amendments to the executive's budget.

(b) *[Regular meetings.]* Regular meetings of the county board shall convene at 9:30 a.m. unless otherwise designated. In order to provide an advanced schedule of regular meeting dates, a regular meeting of the county board shall be scheduled generally on a Thursday within each month, except when otherwise designated by the county board meeting schedule, these rules or by action of the county board. August and November will not have a regularly scheduled meeting of the county board, unless otherwise called for by the county board. The county board chairperson shall provide to the county board, following the first meeting of the board after the election of supervisors, a schedule of county board meetings for the remainder of the term, including the date of the annual meeting provided in § 1.01(a). The first (organizational) meeting of the term shall be held on the third Monday in April of even-numbered years, which is the first day supervisors take office following their election per § 59.10(2)(b), Wis. Stats. The digest (agenda) for each county board meeting shall be established by the county board chairperson or, in his or her absence, by the first vice chairperson or the second vice chairperson.

(c) *Special meetings.* A special meeting shall be held only when requested by a majority of the members of the county board, such request to be in writing, addressed and delivered to the county clerk, who shall note the time of such delivery to him/her on such request. Such request shall specify the time and place of such meeting, which shall not be less than forty-eight (48) hours after the delivery of such notice to the county clerk. The request shall identify the purpose of such meeting and shall include reference to such other items as may be required by law, ordinance or board action. Upon receiving such request, the county clerk shall forthwith give notice of the time and place of such meeting by mail to each member of the county board. If the request is delivered to the county clerk less than seventy-two (72) hours before the time of such meeting, the county clerk, in addition to the mailing hereinbefore referred to, shall telephone each supervisor; if any supervisor is not contacted by telephone, the county clerk shall furnish to the sheriff of the county a copy of such notice of time and place of meeting for delivery to unnotified members of the county board. The sheriff shall thereafter furnish to the county clerk an affidavit of delivery of such notice. The inability of the sheriff to deliver such notice to a supervisor shall not be deemed a defect to the notice requirement under this subsection. Any special meeting may be adjourned from time to time by a vote of a majority of all members of the county board.

(a) *Remote meetings.* The county board shall be equipped and may convene and meet to conduct business remotely via telephone conference, video conference or other electronic communication provided that the meeting is live-streamed, televised live or otherwise broadcast live to the public, subject to the following:

~~(1) Supervisors shall have the option to attend any meeting of the county board remotely via telephone conference, video conference or other electronic communication even if the meeting was not designated to be remote.~~

~~(2) Supervisors shall have the ability to attend any meeting of the county board in person unless circumstances prohibit a physical meeting.~~

SECTION 2. Section 1.13(c) of the Milwaukee County Code of General Ordinances is amended as follows:

(c) *Committee general procedure.* All meetings of a committee shall be conducted in accordance with the provisions of ss. 19.81—19.98, Wis. Stats. The attendance of a majority of the members thereof shall be requisite for the transaction of business of a committee. A committee member who participates in a meeting of the committee by telephone, video conference, or by other means of

telecommunication or electronic communication is considered present, subject to the provisions of sections 1.01(d) and 1.13(e). Without a majority in attendance, a committee may consider informational items only. Committee agenda are to be prepared so that members of the county board and other interested parties will receive the agenda by United States, electronic or interoffice mail at least twenty-four (24) hours before the scheduled committee meeting. A committee chairperson must schedule a county board referred item within a maximum of two (2) regular county board committee cycles. Once scheduled and publicly noticed, an item may only be withdrawn according to the provisions of section 1.13(d)(8). If the item is withdrawn by sole action of the committee chair pursuant to section 1.13(d)(8), the item must be placed on the committee agenda for the next regularly scheduled meeting and may not be withdrawn again.

The committee coordinator shall enter in appropriate files kept for that purpose, a complete record of all such committee meetings, including attendance, appearances for and against pending matters, and minutes of the proceedings, including all motions made and by whom, how each member voted upon each matter considered, together with the final action by the committee thereon. All actions taken by the committee shall be by roll call vote, however a motion to place on file may be taken by voice vote without objection. No action shall be taken on any proposed ordinance unless it be in written form before the committee.

Except as herein provided and so far as applicable, the rules of procedure of the county board shall apply to committee meetings. Minority rules shall not apply to committee meetings.

After the conclusion of the committee meeting, the committee coordinator shall prepare a separate, written report of the action of the committee upon those matters considered by it which require county board approval, for submission to the county board for action of that body. Such report shall be made up in such manner that the county board may take action upon it as a whole, or may set aside any portion of it for separate action. Any member of any committee may make a minority report of said committee on any recommendation to the board contained in the committee report. Such minority report must be presented when the matter is considered at the meeting of the county board.

Except as provided in the preceding sentence, it is the duty of the committee to make a report to the county board on matters referred to such committee with some definite recommendation for disposition of such matters.

When members of a committee or joint committee present at any meeting thereof, are, by recorded vote, evenly divided as to the disposition to be made of any subject matter referred to and pending before such committee or joint committee, such subject matter shall be returned to the next meeting of the county board without recommendation and the committee or joint committee shall thereupon be deemed to be discharged from consideration thereof.

SECTION 3. Section 1.13(e) of the Milwaukee County Code of General Ordinances is hereby amended as follows:

(d) *Remote meetings.* Standing committees shall be equipped and may convene and meet to conduct business remotely via telephone conference, video conference or other electronic communication provided that the meeting is live-streamed, televised live or otherwise broadcast live to the public, subject to the following:

(1) If a committee chairperson chooses to schedule a committee meeting as a hybrid meeting, the chairperson shall attend in-person at the courthouse or at the physical location of the designated meeting. In exigent circumstances, the vice-chairperson of the committee may fulfill this requirement if the chairperson is not able to attend in person.

~~(1) Supervisors shall have the option to attend any standing committee meeting of the county board remotely via telephone conference, video conference or other electronic communication even if the meeting was not designated to be remote.~~

~~(2) Supervisors shall have the ability to attend standing committee meetings of the county board in person unless circumstances prohibit a physical meeting.~~

(2) Members of the public wishing to testify shall have the option to attend any standing committee meeting remotely, other than Committee of the Whole, via the electronic communication protocol designated for the meeting.

SECTION 4. The provisions of this Ordinance shall become effective upon passage and publication.

Adopted by the Milwaukee County Board of Supervisors
March 23, 2023