

# **Kenosha County**

## Boards, Commissions and Committees Appointment Summary Sheets

Revised March 1, 2022



KENOSHA COUNTY  
*Wisconsin*

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Any Kenosha County resident interested in serving on one of the boards, commissions or committees listed above, may call the Office of the County Executive at 262-653-2600 for additional information or to request an application.

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Please Note: This booklet was originally compiled to be used as a quick reference tool for anyone who has an interest in the board appointment process. As the Wisconsin Statutes and Kenosha County Ordinances are occasionally revised, these summary sheets may require updating from time to time. To the best of our knowledge, the information contained in this booklet is accurate as of March 1, 2022.

# **Kenosha County** **Board of Administrative Appeals**

## **History & Purpose**

Pursuant to the authority granted in Chapter 68 of the Wisconsin Statutes, the Kenosha County Board of Supervisors passed Ordinance #1 on May 21, 2002, which created Section 3.65 – Administrative Appeals of the Municipal Code of Kenosha County.

In accordance with Section 3.65, the Kenosha County Board of Administrative Appeals was created to review administrative determinations, with the exception, however, of those matters governed by the appeal process provided in the Kenosha County General Zoning and Shoreland/Floodplain Zoning Ordinance.

Section 3.65 provides that any person having a substantial interest which is adversely affected by an administrative determination of a governing body, board, commission, agency, officer or employee of Kenosha County, or agent acting on behalf of Kenosha County, may have such determination reviewed.

At the present time, the Kenosha County Board of Administrative Appeals primarily reviews determinations related to childcare certifications under Chapter DCF 202. Specifically, the Board reviews appeals concerning suspension or revocation determinations of childcare providers' Kenosha County certification.

## **Members & Terms**

The Board consists of five (5) members who are appointed by the County Executive and confirmed by the Kenosha County Board of Supervisors. Members are appointed for staggered 3-year terms. Kenosha County employees may not serve on the Board.

Section 3.65(9)(b) of the Municipal Code of Kenosha County states: “Members of the Board of Administrative Appeals shall be compensated for incidental expenses incurred by reason of their service on the same basis and at the same rate as are members of the Kenosha County Zoning Board of Adjustments.” At the present time, members of the Kenosha County Zoning Board of Adjustments receive a per diem of \$50 per meeting and \$100 for meetings over 6 hours in length.

County Executive Appointments to the Board of Administrative Appeals are usually referred to the Human Services Committee and the matter is placed on the next Human Services Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Human Services Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Kenosha County Board of Health**

## **History & Purpose**

The Kenosha County Board of Health was created by Kenosha County Board of Supervisors Resolution #150 (February 4, 1992), in accordance with Chapter 140.09 of the Wisconsin Statutes. At that time, one countywide health department was created, and the City health department was dissolved. Chapter 140 has since been renumbered and the chapter now relevant to the Health Department and the Board of Health is Chapter 251. Resolution #92 (December 2, 2008) amended Resolution #150 (February 4, 1992), primarily to add a City of Kenosha representative to the Board. Resolution #27 (January 5, 2021) incorporated the Board of Health Bylaws, which outline the best practices and are the rule of operation.

The Kenosha County Board of Health governs the Kenosha County Division of Health. It assures the enforcement of state public health statutes and public health rules of the health department. Among other duties, the Board of Health's responsibilities include assessing public health needs and advocating for the provision of reasonable and necessary public health services.

## **Members & Terms**

Chapter 251.03 of the Wisconsin Statutes requires that a local board of health shall consist of not more than 9 members. At least 3 of these members shall be persons who are not elected officials or employees of the governing body that establishes the local health department and who have a demonstrated interest or competence in the field of public health or community health. In appointing the members who are not elected officials or employees, a good faith effort shall be made to appoint a registered nurse and a physician. Members of the local board of health shall reflect the diversity of the community.

The Kenosha County Board of Health Bylaws state that in addition to the above, member make up will consist of one City of Kenosha representative, one Kenosha County Board member, and the balance with efforts to recruit persons with backgrounds and appropriate education credentials in fields representing the social determinants of health, including, but not limited to law enforcement, mental health, housing, transit, and commerce, and persons with backgrounds in science or public health. Board members shall be current members in good standing of the professional associations representing their respective professions.

The County Executive appoints members to the Board of Health, subject to confirmation by the County Board of Supervisors. Members serve staggered 5-year terms and receive no compensation.

County Executive Appointments to the Board of Health are usually referred to the Human Services Committee and the matter is placed on the next Human Services Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Human Services Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Brookside Board of Trustees**

## **History & Purpose**

Pursuant to Section 46.18 of the Wisconsin Statutes, every county home, infirmary, hospital or similar institution, shall, subject to regulations approved by the County Board, be managed by a board of trustees. Therefore, the Brookside Care Center must be managed by a board of trustees.

## **Members & Terms**

In accordance with Section 46.18 of the Wisconsin Statutes, the Brookside Board of Trustees, shall consist of 3 to 9 members, appointed for staggered 3-year terms ending the first Monday in January.

Kenosha County Policy Resolution #1 (May 2, 1989) states that the Brookside Board of Trustees shall consist of 5 members, 2 of which shall be County Board Supervisors.

Section 59.17(2)(c) of the Wisconsin Statutes, states that the county executive shall appoint the members of all boards and commissions where appointments are required and where the statutes provide that the appointments are made by the county board or the chairperson of the county board. All appointments to boards and commissions by the county executive are subject to confirmation of the county board.

Pursuant to Kenosha County Board of Supervisors Policy Resolution #65 (November 3, 1982), members of the Brookside Board of Trustees receive a per diem payment for attendance at official meetings, with the number of per diems in any given calendar year capped at 42. Should any member of the Brookside Board of Trustees also be a Kenosha County Board Supervisor, he or she will not be qualified for the per diem payment allowed to non-supervisor members. At the present time, non-supervisor members receive a \$50 per diem.

County Executive Appointments to the Brookside Board of Trustees are usually referred to the Human Services Committee and the matter is placed on the next Human Services Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Human Services Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Kenosha County** **Civil Service Commission**

## **History & Purpose**

Pursuant to the authority granted in Chapters 59 and 63 of the Wisconsin Statutes, the Kenosha County Board of Supervisors created Chapter 4 of the Municipal Code of Kenosha County, thereby establishing the Kenosha County Civil Service Commission, to provide an equitable system of recruitment, selection, promotion, and retention for sworn Kenosha County Sheriff's Department employees.

## **Members & Terms**

In accordance with Section 4.01(1)(b) of the Municipal Code of Kenosha County, the Civil Service Commission consists of five (5) members, all legal residents of Kenosha County. Appointments are made on the basis of recognized and demonstrated interest in, and knowledge of, problems of civil service. No person holding any elective or appointive public position or office of any sort within the Kenosha County government shall be appointed thereon. No present or former employee of the Kenosha County Sheriff's Department shall be eligible for membership on the Commission.

Members are appointed by the County Executive, subject to confirmation by the Kenosha County Board of Supervisors, for staggered 5-year terms beginning on January 1.

Commission members shall be entitled to receive compensation from the County for services rendered in conducting the authorized business of the Commission, which compensation shall be determined by the County Board of Supervisors, plus mileage at the prevailing rate when such services are rendered. At the present time, commissioners receive a per diem of \$50. For meetings that exceed six hours in length, a \$100 per diem is paid.

County Executive Appointments to the Kenosha County Civil Service Commission are usually referred to both the Judiciary and Law Enforcement Committee and the Finance and Administration Committee. The matter is placed on the agenda for whichever committee meets first. The Committee Clerk or Division Director prepares a joint Resolution confirming the terms set forth in the County Executive Appointment, which includes signature lines for members of both committees. If approved by the first committee, the Resolution is signed by the committee members and the matter is placed on the agenda for the second committee. Once the appointment has been approved and the Resolution has been signed by the members of both committees, the matter is placed on the next County Board agenda for a final vote.

# **Kenosha County** **Commission on Aging and Disability Services**

## **History and Purpose**

On October 18, 2016, the Kenosha County Board of Supervisors passed Resolution #54 merging the Commission on Aging and the Aging and Disability Resource Center Board and creating the Commission on Aging and Disability Services.

Section 46.283(6) of the Wisconsin Statutes requires that a Resource Center have a governing board to determine the structure, policies and procedures of the Resource Center and oversee its operation.

Section 46.82(4) of the Wisconsin Statutes states that a Commission on Aging shall plan and develop administrative and program policies, in accordance with state law and within limits established by the department of health services, if any, for programs in the county that are funded by the federal or state government for administration by the Aging Unit. Kenosha County's Aging Unit is the Division of Aging, Disability and Behavioral Health Services.

## **Members & Terms**

Membership of a combined committee must meet the requirements of the Wisconsin Statutes for both Aging and Disability Resource Center Boards and Commissions on Aging.

### **Aging & Disability Resource Center Membership Requirements**

Section 46.283(6) of the Wisconsin Statutes requires that the composition of a resource center's board reflect the ethnic and economic diversity of the geographic area served by the resource center. At least ¼ of the members shall be individuals who belong to a client group served by the resource center or their family members, guardians or other advocates.

### **Commission on Aging Membership Requirements**

Section 46.82(4) of the Wisconsin Statutes requires that a Commission on Aging be composed of individuals of recognized ability and demonstrated interest in services for older individuals. Older individuals (60 years of age or older) shall constitute at least 50% of the membership and individuals who are elected to any office may not constitute 50% or more of the membership of this commission. Members serve staggered 3-year terms. No member may serve more than 2 consecutive terms. Members receive no compensation.

Pursuant to Section 59.17(2)(c) of the Wisconsin Statutes, the county executive shall appoint the members of all boards and commissions, where appointments are required, subject to confirmation of the county board.

County Executive Appointments to the Commission on Aging and Disability Services are usually referred to the Human Services Committee. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Human Services Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Kenosha County** **Housing Authority Board**

## **History & Purpose**

Kenosha County Board of Supervisors Resolution #53, (February 17, 1981), established the Kenosha County Housing Authority, in accordance with Section 59.53(22) and Section 66.1201 through 66.1211 of the Wisconsin Statutes.

The Kenosha County Housing Authority operates in an effort to conserve, rehabilitate and improve property owned or occupied by low and moderate-income residents in Kenosha County, outside the City of Kenosha. In addition, it administers the following programs within Kenosha County, outside the City of Kenosha: the Housing Rehabilitation Loan Program, the Homestead Opportunity Loan Program, and the Fox River Flood Mitigation Program.

## **Members & Terms**

In accordance with Sections 59.53(22) and 66.1201(5) of the Wisconsin Statutes, the County Housing Authority Board shall consist of five (5) members appointed by the County Executive and confirmed by the Kenosha County Board of Supervisors. Members serve staggered 5-year terms and receive no compensation.

County Executive Appointments to the Kenosha County Housing Authority Board are usually referred to the Finance and Administration Committee and the matter is placed on the next Finance and Administration Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Finance and Administration Committee members and the matter is placed on the next County Board agenda for a final vote.



# **Kenosha County** **Human Services Board**

## **History & Purpose**

The Kenosha County Department of Human Services and the Kenosha County Human Services Board were created by Kenosha County Board of Supervisors Policy Resolution #7 (November 14, 1995) in accordance with Section 46.23 of the Wisconsin Statutes. The Human Services Board is intended to be a policy-making body only, determining the broad outlines and principles governing the administration of programs relating to the Department of Human Services.

Note: The Mental Health/Alcohol and Other Drugs Services Committee is a standing committee of the Human Services Board. Members are appointed by the Human Services Board.

## **Members & Terms**

In accordance with Policy Resolution #7, the Human Services Board shall be composed of 9 members, 5 of which shall be County Board Supervisors. At least one member shall be an individual who receives, or has received, human services or is a family member of such individual. The remainder shall be consumers of services or citizens-at-large. No public or private providers of services may be appointed to the board.

The Operating Policies for the Kenosha County Human Services Board require that 1 of the 5 County Board Supervisors, appointed to the Human Services Board, be a member of the Human Services Committee. Although appropriate, this provision is not required by Section 46.23 of the Wisconsin Statutes or Policy Resolution #7.

The County Executive appoints members to the Human Services Board subject to confirmation by the County Board. Members serve staggered 3-year terms and received no compensation.

County Executive Appointments to the Human Services Board are usually referred to the Human Services Committee and the matter is placed on the next Human Services Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Human Services Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Kenosha Joint Services Board**

## **History & Purpose**

In the Intergovernmental Cooperation Agreement by and between the County of Kenosha and the City of Kenosha (February 24, 2010), the City and the County agreed to reaffirm their establishment of an intergovernmental cooperative agency entitled and re-named as Kenosha Joint Services and a Board of Directors – the Kenosha Joint Services Board – for the purpose of providing oversight of the operation of Kenosha Joint Services.

The mission of the Kenosha Joint Services Board is to provide communications; 9-1-1 emergency fire, police and emergency medical service dispatch; law enforcement records management and custody of crime scene evidence; identification services; public counter service; property room operations; law enforcement vehicle maintenance and such other areas that may be agreed upon from time to time by the City and the County.

## **Members & Terms**

The Kenosha Joint Services Board, created pursuant to Section 66.0301 of the Wisconsin Statutes, consists of seven (7) members. Members shall serve 3-year terms and receive no compensation.

Two (2) members shall be County Board Supervisors appointed by the County Board Chairperson and approved by the County Board. The third County representative shall be the County Executive or their designee, not subject to County Board approval.

Three (3) members shall be appointed by the Mayor, one of whom shall be an Alderperson. All Mayoral appointments shall be confirmed by the Common Council. Both the County Executive and the Mayor, if appointed, may designate an alternate member to represent them, which alternate need not be confirmed by the County Board or the Common Council.

The seventh member shall be a resident of Kenosha County, appointed by both the Mayor and the County Executive, for a 3-year term with said term to be extended until such time as a successor is appointed and confirmed. The appointment of the seventh member shall require approval and confirmation of both the County Board and the Common Council.

Kenosha Joint Services Board members who are also elected officials shall serve only for so long as they remain an elected official. All members of the Kenosha Joint Services Board shall serve for their remaining term, and until their successor is appointed and qualified, but not for more than 90 days after their term has expired.

Appointments to the Kenosha Joint Services Board are usually referred to the Judiciary and Law Enforcement Committee and the matter is placed on the next Judiciary and Law Enforcement Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the Appointment. If the appointment is approved, the Resolution is signed by the Judiciary and Law Enforcement Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Kenosha County** **Land Information Council**

## **History & Purpose**

The Kenosha County Land Information Council was created by Kenosha County Board of Supervisors Resolution #28 (June 15, 2010) pursuant to 2009 Wisconsin Act 314, which amended Sections 16.967, 59.43 and 59.72 of the Wisconsin Statutes.

Act 314 amended Section 59.72 to create under subsection (3m) a land information council which shall review the priorities, needs, policies and expenditures of a land information office established by the board under sub. (3) and advise the county on matters affecting the land information office.

## **Members & Terms**

As set forth in 2009 Wisconsin Act 314, new subsection 59.72(3m), the Land Information Council shall consist of not less than 8 members. The council shall consist of the register of deeds, the treasurer, and, if one has been appointed, the real property lister or their designees.

In addition, the following members shall be appointed by the County Executive and confirmed by the County Board of Supervisors:

- a member of the county board
- a representative of the land information office
- a realtor or a member of the Realtors Association employed within the county
- a public safety or emergency communications representative employed within the county
- the county surveyor or a registered professional land surveyor employed within the county
- any other members of the county board or public that the county executive designates

Land Information Council members serve staggered terms of 4 years in accordance with Kenosha County Board of Supervisors Resolution #28 (June 15, 2010). Members receive no compensation.

County Executive Appointments to the Land Information Council are usually referred to the Planning, Development and Extension Education Committee (PDEEC) and the matter is placed on the next PDEEC agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the PDEEC members and the matter is placed on the next County Board agenda for a final vote.

# **Kenosha County** **Library System Board**

## **History & Purpose**

The Kenosha County Board of Supervisors authorized Kenosha County's participation in a Federated Public Library System by adopting Resolution #15 on June 17, 1980, thereby establishing the Kenosha County Library System.

The Kenosha County Library System is an agency of Kenosha County, established in accordance with Chapter 43 of the Wisconsin Statutes, to provide for the extension and improvement of library systems throughout Kenosha County. The Kenosha County Library System is governed by the Kenosha County Library System Board.

The Kenosha County Library System Board meets six times per year to review financial statements, discuss and resolve countywide library issues, and to review and approve the Kenosha County Library System Annual System Plan and the Kenosha County Library System Annual Budget.

## **Members & Terms**

Pursuant to Section 43.19 of the Wisconsin Statutes, the Kenosha County Library System Board consists of 7 members appointed by the County Executive and approved by the Kenosha County Board of Supervisors. At least 3 members of the Library System Board, at the time of their appointment, shall be active voting members of library boards governing public libraries of participating municipalities, and at least one of these shall be a member of the library board governing the resource library (the Kenosha Public Library Board). At least one but no more than two members shall be County Board Supervisors. No member can be employed by a public library that is within the system. Pursuant to Section 43.17 of the Wisconsin Statutes, members shall serve staggered 3-year terms. Members receive no compensation.

County Executive Appointments to the Kenosha County Library System Board are usually referred to the Finance and Administration Committee and are placed on the next Finance and Administration Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Finance and Administration Committee members and the matter is placed on the next County Board agenda for a final vote.

# Kenosha County Local Emergency Planning Committee

## History & Purpose

In 1986, Federal legislation enacted the Superfund Amendments and Reauthorization Act, Title III (SARA Title III), also known as the Emergency Planning and Community Right-To-Know Act. SARA Title III required states to create a State Emergency Response Commission and to establish Local Emergency Planning Districts.

Wisconsin legislation created the Wisconsin State Emergency Response Board (SERB) on July 17, 1987. The Wisconsin SERB established Local Emergency Planning Districts that coincide with county jurisdictional boundaries and required counties to create a Local Emergency Planning Committee (LEPC) in accordance with SARA Title III.

The Kenosha County Local Emergency Planning Committee was created by Kenosha County Board of Supervisors Policy Resolution #95 (August 18, 1987). A Local Emergency Planning Committee is an advisory committee that also has legal authority regarding the enforcement of chemical reporting and the clean-up of chemical spills or releases. The Kenosha County Emergency Planning Committee, through Kenosha County Emergency Management, oversees the Hazardous Materials Planning and Community Right-to-Know functions for Kenosha County and all of its municipalities.

## Members & Terms

In accordance with the Superfund Amendments and Reauthorization Act, Title III (SARA Title III) of 1986, the Local Emergency Planning Committee shall include, at a minimum, representatives from each of the following groups or organizations:

**Group 1:** (1) Elected State Official (1) Elected Local Official

**Group 2:** (1) Law Enforcement (1) Civil Defense (1) Firefighting (1) First Aid (1) Health Service (1) Hospital (1) Transportation (1) Local Environmental Organizations

**Group 3:** (1) Broadcast Media (1) Print Media

**Group 4:** Community Groups

**Group 5:** Owners and Operators of facilities subject to the requirements of EPCRA

Committee members are appointed by the County Executive and confirmed by the Kenosha County Board of Supervisors. Term lengths are determined by the County Executive. At the present time, members serve 3-year terms. Members receive no compensation.

County Executive Appointments to the Kenosha County Local Emergency Planning Committee are usually referred to the Judiciary and Law Enforcement Committee and the matter is placed on the next Judiciary and Law Enforcement Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Judiciary and Law Enforcement Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Pringle Nature Center Board**

## **History & Purpose**

Pringle Nature Center, Inc. is a 501(c)(3) private, nonprofit corporation, authorized to do business in Wisconsin, whose mission is to be a regional resource for people of all ages to experience nature, environmental education, conservation and stewardship.

To promote cooperation and communication, the Service Agreement currently in effect between Pringle Nature Center, Inc. and Kenosha County, requires that the County shall provide a liaison person appointed by the County Executive, who shall be allowed to attend all regular and special meetings of the Pringle Nature Center's Board of Directors, without vote, but with the opportunity to speak to the Board during such meetings on any matters concerning the Service Agreement or services related hereto. The Pringle Nature Center Board shall give such liaison adequate notice of all regular and special Board meetings. The liaison will promote communication but will not replace the authority of the County Executive or the County Board.

## **Members & Terms**

Section 59.17(2)(c) of the Wisconsin Statutes, states that the County Executive shall appoint the members of all boards and commissions where appointments are required and where the statutes provide that the appointments are made by the County Board or the chairperson of the County Board. All appointments to boards and commissions by the County Executive are subject to confirmation of the County Board.

The length of terms for members, appointed by the County Executive, shall be determined by the County Executive. In the past, a County Board Supervisor has been appointed to serve a 3-year term as liaison on the Pringle Nature Center Board.

County Executive Appointments to the Pringle Nature Center Board are usually referred to the Public Works and Facilities Committee and the matter is placed on the next Public Works and Facilities Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Public Works and Facilities Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Public Inland Lake Protection and Rehabilitation** **District Boards**

## **History & Purpose**

Pursuant to Section 33.21 of the Wisconsin Statutes, districts may be created for the purpose of undertaking a program of lake protection and rehabilitation of a lake or parts thereof within the district. Section 33.22 further states that any district may select a name for the district, sue and be sued, make contracts, accept gifts, purchase, lease, devise, or otherwise acquire, hold, maintain or dispose of property, disburse money, contract debt and do any other acts necessary to carry out a program of lake protection and rehabilitation. Under Section 33.28, management of these affairs of the district shall be delegated to a board of commissioners.

## **Members & Terms**

In accordance with Section 33.28(2)(a) of the Wisconsin Statutes, a district board of commissioners shall include one person appointed by the county board who is a member of the county land conservation committee or is nominated by the county land conservation committee and appointed by the county board.

Pursuant to Section 59.17(2)(c) of the Wisconsin Statutes, in a county with an elected county executive, the county executive shall appoint the members of all boards and commissions, where appointments are required, subject to confirmation of the county board.

Please refer to Corporation Counsel Opinion 2009-4, which indicates that such appointments were made by the County Executive and confirmed by the County Board. This opinion was confirmed by Attorney General J.B. Van Hollen in opinion OAG-2-09 dated June 3, 2009.

County Representatives serve 2-year terms and are required to provide the Kenosha County Land and Water Conservation Committee with an annual update of important lake district concerns. A County Representative is appointed to each of the following lake district boards:

- Lake Benedict / Lake Tombeau Management District
- Camp / Center Lake Rehabilitation District
- George Lake Planning & Rehabilitation District
- Hooker Lake Management District
- Silver Lake Rehabilitation District
- Voltz Lake Management District
- Powers Lake Management District

County Executive Appointments to a lake district board of commissioners are usually referred to the Planning, Development and Extension Education Committee (PDEEC) and the matter is placed on the next PDEEC agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the PDEEC members and the matter is placed on the next County Board agenda for a final vote.

# **Kenosha County** **Racial and Ethnic Equity Commission**

## **History & Purpose**

The Kenosha County Racial and Ethnic Equity Commission was established by Kenosha County Board of Supervisors Resolution #1 (May 18, 2021). Its mission is to realize greater racial and ethnic equity and dismantle racism in Kenosha County through research, education and on-going review of current policies and procedures, as to implement transformative ideas born of research, collaboration and community engagement.

## **Members & Terms**

In accordance with Resolution #1, the Kenosha County Racial and Ethnic Equity Commission shall be comprised of nine (9) commissioners. Two (2) must be members of the Kenosha County Board of Supervisors, appointed by the County Board Chair, with the approval of the County Board. The other seven (7) members shall be appointed by the County Executive, with the approval of the County Board. These appointments must be made from a pool of applicants/nominees. Individuals may apply themselves or may be nominated by individuals or organizations.

The makeup of the Commission should, at a minimum, reflect the diverse racial and ethnic makeup of Kenosha County, as determined by the most recent census information with at all times, five (5) of the seven (7) non-County Board commissioners representing racial and ethnic minorities in Kenosha County.

Members shall receive no compensation and shall serve staggered three (3) year terms. Terms shall begin on January 1, with exception of the two (2) County Board commissioners. Their terms shall begin June 1. There shall be no limit to the number of terms a commissioner may serve. However, no more than two (2) terms may be served consecutively. The Kenosha County Racial and Ethnic Equity Commission shall report to, and be overseen by, the Kenosha County Board Executive Committee.

A commissioner's seat may become vacant for any of the following reasons: (1) the death of the commissioner; (2) the commissioner's resignation, whether oral or written; (3) the commissioner's removal by the County Board; (4) the commissioner's ceasing to be a resident of Kenosha County; and (5) in the case of the two commissioners who are members of the County Board, upon their ceasing to be members of that body.

Appointments to the Kenosha County Racial and Ethnic Equity Commission are referred to the Executive Committee for review and approval. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Executive Committee members and the matter is placed on the next County Board agenda for a final vote.



# **Racine Kenosha** **Community Action Agency Board**

## **History & Purpose**

Community Action Programs began under the authority of the Economic Opportunity Act of 1964, which provided communities with the opportunity to identify problems of low-income people and to develop programs and services to meet those needs. In Wisconsin, the agencies are established by Section 49.265 of the Wisconsin Statutes. The Agencies are to be locally controlled and designed and are to offer self-help programs for low-income people. The Racine Kenosha Community Action Agency has been serving Racine County since 1967 and Kenosha County since 1978.

In Kenosha County, some of the programs provided by the Racine Kenosha Community Action Agency include WIC, the supplemental nutrition program for Women, Infants and Children; Housing Assistance as a HUD-certified counseling agency; The Emergency Food Assistance Program (TEFAP), which provides USDA foods to local food pantries, soup kitchens and shelters; the Lead Hazard Reduction Program; and home weatherization assistance.

## **Members & Terms**

Pursuant to Section 49.265 of the Wisconsin Statutes, each private, nonprofit Community Action Agency shall be governed by a board of 15 to 51 members, chosen from the following groups: one-third shall be elected officials or their representatives; one-third shall represent poor persons in the community to be served; and the remaining members shall represent specific groups or areas within the community to be served.

The Racine Kenosha Community Action Agency Bylaws established a board of 18 members, three of whom are to be Kenosha County elected officials or their representatives. Pursuant to the Bylaws, members serve 3-year terms, beginning at the annual meeting held on the 4<sup>th</sup> Thursday in September and ending three years later. Members may not serve for more than two (2) consecutive terms. Members are appointed by the County Executive and are subject to confirmation by the County Board.

County Executive Appointments to the Racine Kenosha Community Action Agency Board are usually referred to the Human Services Committee and the matter is placed on the next Human Services Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Human Services Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Southeastern Wisconsin Fox River Commission**

## **History & Purpose**

The Southeastern Wisconsin Fox River Commission was created in 1997 by Wisconsin Act 27 in response to citizen and community concerns over flooding, drainage and other water resources concerns along the Fox River System. The Southeastern Wisconsin Fox River Commission focuses on the major issues of concern including the full range of urban-area and rural-area water resource concerns, including provisions for navigation and mitigation of flooding; streambank and shoreline stabilization; public access and water safety; as well as emerging issues of concern relating to water supply, water quantity and water quality.

## **Members & Terms**

In accordance with Section 33.55 of the Wisconsin Statutes, the board of commissioners shall consist of the following persons, or his or her designee, all of whom shall be residents of the river county:

The county executives of Racine County, Waukesha County and Kenosha County; the county executive of any county admitted to the commission under s.33.53(7)(o); the mayor of the city of Waukesha; the town board chairperson of the town of Waukesha; the village president of the village of Waterford; the town board chairperson of the town of Waterford; the village president of the village of Big Bend; the town board chairperson of the town of Vernon; the town board chairperson of the town of Mukwonago; the village president of the village of Mukwonago; the village president of the village of Rochester; the town board chairperson of the town of Burlington; the mayor of the city of Burlington; the town board chairperson of the town of Wheatland; \*the town board chairperson of the town of Salem; the village president of the village of Silver Lake; the mayor, village president, or town board chairperson of any city, village, or town, respectively, designated as a river municipality by the commission under s 33.53(7)(o); one nonvoting representative from the Southeastern Wisconsin Regional Planning Commission (SEWRPC), who shall be appointed by the chairperson of SEWRPC; one nonvoting representative from the Department of Natural Resources, who shall be appointed by the Secretary of the Department of Natural Resources. \*Note: In 2017, the Town of Salem and Village of Silver Lake were merged to form the Village of Salem Lakes. The statutes have not yet been updated to reflect that change.

If the County Executive serves on the Commission, his or her term runs concurrently with the term of office. If the County Executive appoints a designee, that commissioner's term shall begin and end with dates determined by the County Executive. In the past, County Executive designees have been appointed for 3-year terms.

County Executive Appointments to the Southeastern Wisconsin Fox River Commission are usually referred to the Planning, Development and Extension Education Committee (PDEEC) and the matter is placed on the next PDEEC agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the PDEEC members and the matter is placed on the next County Board agenda for a final vote.

# **SEWRPC** **Southeastern Wisconsin** **Regional Planning Commission**

## **History & Purpose**

The Southeastern Wisconsin Regional Planning Commission was established in 1960, pursuant to Section 66.0309 of the Wisconsin Statutes, as the official area-wide planning agency for the southeastern region of the State. The Commission serves the seven counties of Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington and Waukesha.

The Commission was created to provide basic information and planning services necessary to solve problems which transcend the corporate boundaries and fiscal capabilities of local units of government comprising the southeastern Wisconsin region.

Regional planning provides a meaningful, technical approach to the proper planning and design of public works systems, such as highways, transit, sewerage, water supply and park and open space facilities. A regional approach is also essential for addressing environmental issues including flooding, air and water pollution, natural resource base deterioration and changing land use.

## **Members & Terms**

The Commission consists of 21 members – three from each of the seven counties. In Kenosha County, one Commissioner, usually a County Board Supervisor, is appointed by the County Executive and confirmed by the County Board. Two Commissioners are appointed by the Governor. At least one of the Governor's appointees shall be a person selected from a list, of two or more persons, supplied by Kenosha County.

All Commissioners serve 6-year terms and are eligible for per diem payment and mileage reimbursement from SEWRPC.

County Executive Appointments to the Southeastern Wisconsin Regional Planning Commission are usually referred to the Planning, Development and Extension Education Committee (PDEEC) and the matter is placed on the next PDEEC agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the PDEEC members and the matter is placed on the next County Board agenda for a final vote.

# **Kenosha County** **Traffic Safety Commission**

## **History & Purpose**

The Kenosha County Traffic Safety Commission was created in compliance with Section 83.013 of the Wisconsin Statutes. Traffic safety commissions are intended to be a means of bringing local and state expertise to the task of minimizing the incidence and severity of traffic accidents. The Commission meets at least quarterly to review traffic accident data occurring within the county, and other traffic safety related matters, and make written recommendations for any corrective actions it deems appropriate to the department, the county board, the county highway committee or any other appropriate branch of local government.

## **Members & Terms**

Pursuant to 83.013, Wis. Stats., a traffic safety commission is required to have at least the following nine members:

- (1) the county highway commissioner or a designated representative
- (2) the chief county traffic law enforcement officer or a designated representative
- (3) the county highway safety coordinator, appointed by the County Executive
- (4) an education representative, appointed by the County Executive
- (5) a medical representative, appointed by the County Executive
- (6) a legal representative, appointed by the County Executive
- (7) a division of state patrol representative, designated by WisDOT
- (8) a highway traffic engineering representative, designated by WisDOT
- (9) a traffic safety representative, designated by WisDOT (Bureau of Transportation Safety, Regional Program Manager)

The County Executive may appoint additional persons to serve as a member of a county traffic safety commission such as: elected officials, representatives from citizen organizations and other civic leaders concerned with traffic safety, news media representatives and county highway committee members. The length of terms for members, appointed by the County Executive, shall be determined by the County Executive. At the present time, members serve 3-year terms.

County Executive Appointments to the Traffic Safety Commission are usually referred to the Public Works and Facilities Committee and the matter is placed on the next Public Works and Facilities Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Public Works and Facilities Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Kenosha County** **Veterans Service Commission**

## **History & Purpose**

The Kenosha County Veterans Service Commission was created in accordance with Section 45.81 of the Wisconsin Statutes. The purpose of the Commission is to furnish aid to needy veterans, their needy spouses, surviving spouses, minor and dependent children of the veterans, and the needy parents of veterans, if the right of that person to receive aid is established to the Commission's satisfaction.

## **Members & Terms**

The Veterans Service Commission consists of at least three (3) residents of the county who are veterans, appointed for staggered 3-year terms by the County Executive and confirmed by the County Board. Members receive a per diem payment of \$50 per meeting.

County Executive Appointments to the Veterans Service Commission are usually referred to the Human Services Committee and the matter is placed on the next Human Services Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the Human Services Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Kenosha County** **Zoning Board of Adjustments**

## **History & Purpose**

Established in accordance with Section 12 of the Municipal Code of Kenosha County, the Kenosha County Zoning Board of Adjustments is a quasi-judicial committee that is responsible for reviewing applications for variances as well as reviewing orders and decisions made by the Division of Planning and Development. The committee also acts as the Sanitary Board of Appeals on variance matters relating to the county's on-site water disposal ordinance.

## **Members & Terms**

Pursuant to Section 59.694 of the Wisconsin Statutes, Board members shall serve staggered 3-year terms beginning on July 1. On October 2, 2018, the Kenosha County Board of Supervisors passed Ordinance #13 revising Chapter 12 of the Municipal Code of Kenosha County, and reducing the number of members on the Zoning Board of Adjustments from five (5) to three (3) members and two (2) alternates, which are appointed by the County Executive and approved by the Kenosha County Board of Supervisors.

The County Executive shall annually designate one of the alternate members as the 1<sup>st</sup> alternate and the other as the 2<sup>nd</sup> alternate. The first alternate shall act, with full power, only when a member of the Zoning Board of Adjustments refuses to vote because of a conflict of interest or when a member is absent. The 2<sup>nd</sup> alternate shall act only when the 1<sup>st</sup> alternate refuses to vote because of a conflict of interest or is absent or if more than one member of the Board refuses to vote because of a conflict of interest or is absent.

Members of the Zoning Board of Adjustments shall be eligible for such position only in the event that they reside within the County of Kenosha and outside the limits of incorporated areas. No two members shall reside in the same town.

Kenosha County Board of Supervisors Resolution #65 (11/3/82), granted members of the Zoning Board of Adjustments a \$40 per diem, with the total number of per diems in any given calendar year capped at 24, plus mileage for viewing properties. Policy Resolution #17 (11/9/89), increased the per diem rate to \$50/day. Policy Resolution #2 (11/11/98), increased the per diem rate to \$100 for meetings 6 hours or more in length.

County Executive Appointments to the Kenosha County Zoning Board of Adjustments are usually referred to the Planning, Development and Extension Education Committee (PDEEC) and the matter is placed on the next PDEEC agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the County Executive Appointment. If the appointment is approved, the Resolution is signed by the PDEEC members and the matter is placed on the next County Board agenda for a final vote.

Boards, Commissions and Committees  
to which the  
**Kenosha County**  
**Board of Supervisors**  
Appoints Members



KENOSHA COUNTY  
*Wisconsin*

# **Gateway Technical College** **District Board**

## **History & Purpose**

The Wisconsin Technical College System (WTCS) was established pursuant to Chapter 38 of the Wisconsin Statutes. The Wisconsin Technical College System is responsible for the initiation, development, maintenance and supervision of programs with specific occupational orientations below the baccalaureate level, including associate degrees, training of apprentices and adult education below the professional level.

The Gateway Technical College District is one of 16 technical college districts within the Wisconsin Technical College System. Each district has distinct demographic, geographic and economic characteristics. Consequently, local educational programming is tailored to meet unique local needs. District Boards have statutory authority to levy property taxes, provide for facilities and equipment, contract for instructional services and appoint a district president who serves as chief executive officer for the district. The district president is responsible for local administration, including setting academic and grading standards, hiring instructional and other staff and providing auxiliary services and budget management.

## **Members & Terms**

In accordance with Section 38.10(b), of the Wisconsin Statutes, District Board members are appointed by an appointment committee consisting of the county board chairpersons of the counties having territory within the district. Therefore, the members of the Appointment Committee for the Gateway Technical College District Board are the chairpersons of the Kenosha County Board, the Racine County Board and the Walworth County Board.

District Boards are composed of nine members who serve staggered three-year terms beginning on July 1. A District Board consists of two employers, two employees, three additional members, a school district administrator as defined in Section 115.001(8) of the Wisconsin Statutes, and one elected official who holds a state or local office, as defined in Section 5.02 of the Wisconsin Statutes, except for the office of party committeeman or party committeewoman.



# **Kemper Center, Inc. Board of Directors**

## **History & Purpose**

Kemper Center, Inc. is a not-for-profit corporation organized under the laws of the State of Wisconsin, exclusively for charitable, cultural and educational purposes. Its purpose is to:

- a) Preserve the historic nature of the Kemper Center site and buildings.
- b) Offer programs that promote the understanding of local history; and
- c) Provide a historic setting for cultural, educational and recreational activities.

## **Membership**

“Article IV: Board of Directors” of the Kemper Center, Inc. Bylaws, adopted at its annual meeting on July 29, 2020, describes the composition of the Board of Directors as follows:

### **“Section 2. Composition**

**The Board of Directors may have up to eighteen (18) voting members:**

- a) **One (1) Lifetime Director, who is Penny Palmer Enroth, the principal incorporator of Kemper Center, Inc.**
- b) **One (1) Kenosha County Representative who is appointed by the Kenosha County Board Chair who serves with full voting privileges.**
- c) **At least ten (10) but no more than sixteen (16) Directors elected from the membership of the Corporation.”**

# **Kenosha Joint Services Board**

## **History & Purpose**

In the Intergovernmental Cooperation Agreement by and between the County of Kenosha and the City of Kenosha (February 24, 2010), the City and the County agreed to reaffirm their establishment of an intergovernmental cooperative agency entitled and re-named as Kenosha Joint Services and a Board of Directors – the Kenosha Joint Services Board – for the purpose of providing oversight of the operation of Kenosha Joint Services.

The mission of the Kenosha Joint Services Board is to provide communications; 9-1-1 emergency fire, police and emergency medical service dispatch; law enforcement records management and custody of crime scene evidence; identification services; public counter service; property room operations; law enforcement vehicle maintenance and such other areas that may be agreed upon from time to time by the City and the County.

## **Members & Terms**

The Kenosha Joint Services Board, created pursuant to Section 66.0301 of the Wisconsin Statutes, consists of seven (7) members. Members shall serve 3-year terms and receive no compensation.

Two (2) members shall be County Board Supervisors appointed by the County Board Chairperson and approved by the County Board. The third County representative shall be the County Executive or their designee, not subject to County Board approval.

Three (3) members shall be appointed by the Mayor, one of whom shall be an Alderperson. All Mayoral appointments shall be confirmed by the Common Council. Both the County Executive and the Mayor, if appointed, may designate an alternate member to represent them, which alternate need not be confirmed by the County Board or the Common Council.

The seventh member shall be a resident of Kenosha County, appointed by both the Mayor and the County Executive, for a 3-year term with said term to be extended until such time as a successor is appointed and confirmed. The appointment of the seventh member shall require approval and confirmation of both the County Board and the Common Council.

Kenosha Joint Services Board members who are also elected officials shall serve only for so long as they remain an elected official. All members of the Kenosha Joint Services Board shall serve for their remaining term, and until their successor is appointed and qualified, but not for more than 90 days after their term has expired.

Appointments to the Kenosha Joint Services Board are usually referred to the Judiciary and Law Enforcement Committee and the matter is placed on the next Judiciary and Law Enforcement Committee agenda. The Committee Clerk or Division Director prepares a Resolution confirming the terms set forth in the Appointment. If the appointment is approved, the Resolution is signed by the Judiciary and Law Enforcement Committee members and the matter is placed on the next County Board agenda for a final vote.

# **Kenosha County** **Land and Water Conservation Committee**

## **History & Purpose**

The Kenosha County Land and Water Conservation Committee was created pursuant to Section 92.06 of the Wisconsin Statutes. The Kenosha County Land and Water Conservation Committee's mission is to work with the citizens of Kenosha County in encouraging soil and water conservation planning, assisting with the farmland preservation program, abating nonpoint source water pollution, erosion control planning, eliminating soil loss, and the County's tree program.

## **Members & Terms**

Section 92.06 of the Wisconsin Statutes states that each county board shall create a land conservation committee. The county board shall appoint to the land conservation committee

- 1) at least 2 persons who are members of the committee on agriculture and extension education created under Section 59.56(3)(b).
- 2) a person who is the chairperson of the county farm service agency committee created under 16 USC 590h(b) or other county farm service agency committee member designated by the chairperson of the county farm service agency committee.
- 3) any number of members who are also members of the county board.
- 4) up to 2 members who are not members of the county board.

Each member of the land conservation committee shall serve for a term of 2 years or until a successor is appointed, whichever is longer. Each member of the land conservation committee shall be reimbursed for necessary expenses and shall be paid the same per diem as members of other county board committees. The county board may assign other programs and responsibilities to the land conservation committee.

The county board shall designate a representative of each county committee with responsibilities related to natural resource management to serve as an adviser to the land conservation committee. The county board shall designate, at a minimum, representatives from any county zoning or land use, forestry, parks and solid waste committees. In addition, the land conservation committee may invite any state, federal or local agency with which the county or committee has a memorandum of understanding to designate a representative to advise the land conservation committee.

The committee shall actively solicit public participation in the planning and evaluation of soil and water conservation programs.

\*Attorney General (Donald J. Hanaway) determined in his Opinion, OAG 41-87, (7/13/1987) that all appointments to a county land conservation committee are to be made by the County Board, not the County Executive.