

Corporation Counsel

Department Mission

The mission of the Eau Claire County Corporation Counsel is: “To protect the public health, safety and general welfare of Eau Claire County residents by providing quality legal services in an efficient and timely manner to the County, its boards, commissions, committees, departments and employees.”

Programs & Services

The Corporation Counsel’s Office manages six separate program areas. They are listed in priority order. (1) General Legal Service; (2) CHIPS, JIPS, TPR’s and DHS Advice; (3) Chs. 51, 54, 55 and Annual Reviews; (4) Building, Zoning and Health Code Enforcement; (5) Child Support; and (6) Collections.

Overview of Expenditures and Revenues

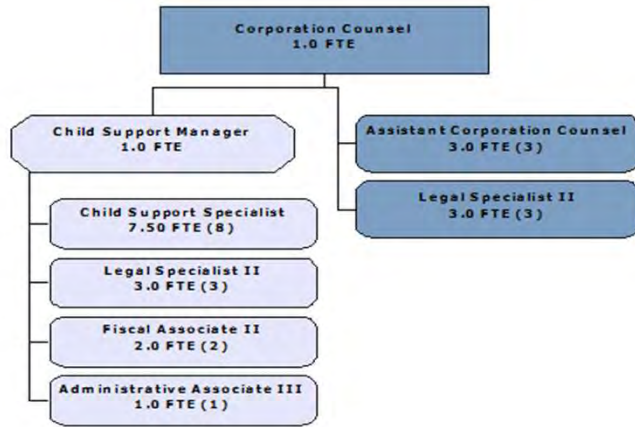
	2016 Actual	2017 Budget	2017 Estimate	2018 Request	2018 Approved	% Change
Expenditures:						
Personnel	\$ 1,681,430	\$ 1,759,159	\$ 1,699,741	\$ 1,867,099	1,843,547	
Services & Supplies	90,332	108,990	97,370	102,867	102,867	
Equipment	6,372	4,800	4,800	4,800	4,800	
Total Expenditures	\$ 1,778,134	\$ 1,872,949	\$ 1,801,911	\$ 1,974,766	\$ 1,951,214	4.18%
Revenues:						
Federal/State Grants	\$ 1,159,268	\$ 1,250,976	\$ 1,181,886	\$ 1,222,859	1,222,859	
Charges & Fees	39,740	31,500	35,982	35,975	35,975	
Miscellaneous	1,964	3,000	2,400	2,750	2,750	
Fund Balance Applied	-	-	-	-	-	
Property Tax Levy	671,936	587,473	581,643	713,182	689,630	17.39%
Total Revenues	\$ 1,872,907	\$ 1,872,949	\$ 1,801,911	\$ 1,974,766	\$ 1,951,214	

Summary of Budget Changes and Highlights

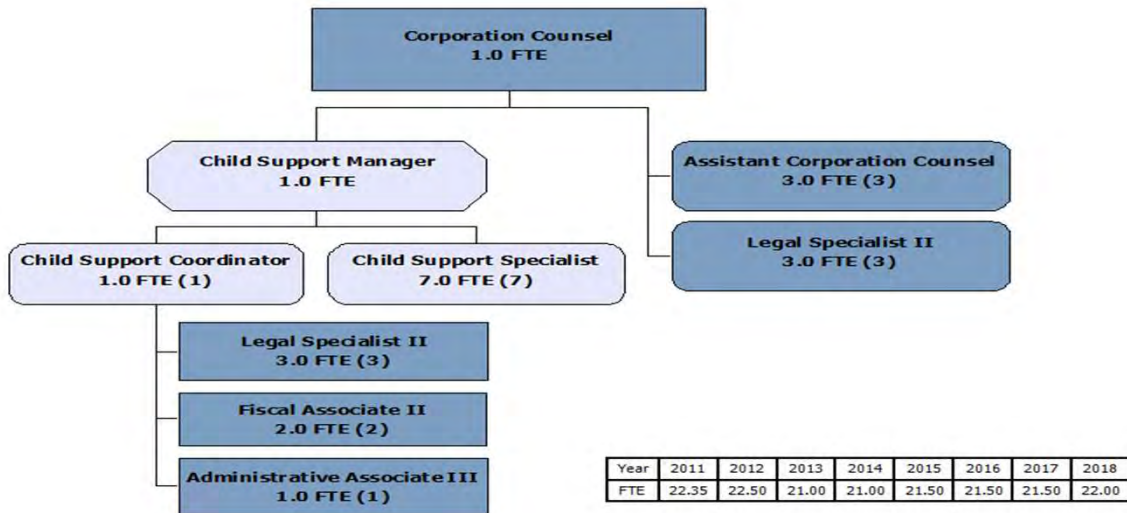
- Assistant Corporation Counsel hours increased from .70 FTE to .75 FTE due primarily to the implementation of e-filing.
- Claim reimbursement for indirect costs has decreased substantially.
- Increased cost of process service fees paid to the sheriff’s department by \$5,400
- Prepare for succession by creating a Child Support Coordinator position and increasing the .5 Specialist to 1.0 FTE.
- Preliminary State Child Support Allocations for the calendar year 2018 not received.
- As a result of the 66% State cost reimbursement, child support has to cut 3 dollars in costs for every levy dollar to maintain a 0% budget increase.

Organizational Chart

Current:



Approved:



Year	2011	2012	2013	2014	2015	2016	2017	2018
FTE	22.35	22.50	21.00	21.00	21.50	21.50	21.50	22.00

Program Financials

2018 Approved Program/Service	General Legal Services Priority 1	CHIPS/JIPS/ TPRs & DHS Advice Priority 2	Chs. 51,54,55 & Annual Reviews Priority 3	Building/Zoning Health Codes Priority 4	Child Support Priority 5
Expenditures:					
Personnel	\$ 257,393	\$ 173,123	\$ 174,911	\$ 53,266	\$ 1,175,631
Service & Supplies	5,283	3,532	4,909	1,012	87,828
Equipment	281	188	261	54	4,000
Total Expenditures	\$ 262,957	\$ 176,843	\$ 180,081	\$ 54,332	\$ 1,267,459
Revenues:					
Federal/State Grants	\$ -	\$ -	\$ -	\$ -	\$ 1,222,859
Charges & Fees			17,500		8,975
Miscellaneous	2,750				
Fund Balance Applied					
Property Tax Levy	260,207	176,843	162,581	54,332	35,625
Total Revenues	\$ 262,957	\$ 176,843	\$ 180,081	\$ 54,332	\$ 1,267,459
Mandated Service?	No	Yes	Yes	Yes	Yes
Committee Priority:	#1	#2	#3	#4	#5

2018 Approved Program/Service	Collections Priority 6	Corp. Counsel Only
Expenditures:		
Personnel	\$ 9,223	\$ 667,916
Service & Supplies	303	15,039
Equipment	16	800
Total Expenditures	\$ 9,542	\$ 683,755
Revenues:		
Federal/State Grants	\$ -	\$ -
Charges & Fees	9,500	27,000
Miscellaneous	-	2,750
Fund Balance Applied	-	-
Property Tax Levy	42	654,005
Total Revenues	\$ 9,542	\$ 683,755
Mandated Service?	No	
Committee Priority:	#6	

Child Support Only	Department Totals
\$ 1,175,631	\$ 1,843,547
87,828	102,867
4,000	4,800
\$ 1,267,459	\$ 1,951,214
\$ 1,222,859	\$ 1,222,859
8,975	35,975
-	2,750
-	-
35,625	689,630
\$ 1,267,459	\$ 1,951,214

2017 Approved Program/Service	General Legal Services Priority 1	CHIPS/JIPS/ TPRs & DHS Advice Priority 2	Chs. 51,54,55 & Annual Reviews Priority 3	Building/Zoning Health Codes Priority 4	Child Support Priority 5
Expenditures:					
Personnel	\$ 226,865	\$ 154,577	\$ 233,926	\$ 35,037	\$ 1,092,266
Service & Supplies	5,332	3,490	5,052	787	93,700
Equipment	279	183	264	41	4,000
Total Expenditures	\$ 232,476	\$ 158,250	\$ 239,242	\$ 35,865	\$ 1,189,966
Revenues:					
Federal/State Grants	\$ -	\$ -	\$ -	\$ -	\$ 1,250,976
Charges & Fees	-	-	15,500	-	6,500
Miscellaneous	3,000	-	-	-	-
Fund Balance Applied					
Property Tax Levy	229,476	158,250	223,742	35,865	(67,510)
Total Revenues	\$ 232,476	\$ 158,250	\$ 239,242	\$ 35,865	\$ 1,189,966
Mandated Service?	No	Yes	Yes	Yes	Yes
Committee Priority:	#1	#2	#3	#4	#5

2017 Program/Service	Collections Priority 6	Corp Coun Only Totals
Expenditures:		
Personnel	\$ 16,488	\$ 666,893
Service & Supplies	629	15,290
Equipment	33	800
Total Expenditures	\$17,150	\$682,983
Revenues:		
Federal/State Grants	\$ -	\$ -
Charges & Fees	9,500	25,000
Miscellaneous	-	3,000
Fund Balance Applied	-	-
Property Tax Levy	7,650	654,983
Total Revenues	17,150	682,983
Mandated Service?	No	

Child Support Only Totals	Department Totals
\$ 1,092,266	\$ 1,759,159
93,700	108,990
4,000	1,190,766
\$ 1,189,966	\$ 1,872,949
\$ 1,246,406	\$ 1,250,976
6,500	31,500
-	3,000
-	-
(67,510)	587,473
\$ 1,185,396	\$ 1,872,949

Performance Management

#1 General Legal Services		Budget	Levy		FTE's
		\$ 262,957	\$ 260,207		2.26
Provide contract review and drafting, legal advice to departments and county board and training to county employees. Protect county interests and reduce liability risk .					
OUTPUTS					
		<i>(YTD column = Jan-Jun results)</i>			
		2014	2015	2016	YTD 2017
Number of Child Abuse Restraining Orders opened:		30	28	20	16
Number of claims reviewed:		16	19	22	17
Number of contracts reviewed:		345	386	85	35
Number of contacts (All) Maintained:				311	300
Number of county ordinance violations pretrials held:		15	19	22	11
Number of foreclosure cases reviewed:		3	7	8	3
Number of ordinances and resolutions drafted:		55	55	56	34
Number or ordinances and resolutions reviewed and/or revised:		141	141	177	66
Number of juvenile guardianship cases opened:		2	1	3	1
Performance Goal	Outcome Measures	Benchmark	2015	2016	YTD 2017
To provide timely review and drafting of contracts, resolutions and ordinances.	97% of contracts will be reviewed within 7 days of receipt.	97%	100%	100%	100%
	97% of resolutions and ordinances referred for drafting will be returned for review or additional information within 7 days.	97%	100%	100%	100%
To provide cost-effective services.	100% of in-house legal services will be provided at a rate less expensive than local private attorney rates as illustrated in local attorney rate survey.	100%	100%	100%	100%
To process claims filed against the County within two days of receipt by Corporation Counsel, excluding weekends and holidays.	95% of claims filed against the county, will be processed within 2 days of receipt of the claim by Corporation Counsel, excluding weekends and holidays.	95%	100%	100%	100%
#2 CHIPS, JIPS, TPR'S AND DHS LEGAL SERVICES		Budget	Levy		FTE's
		\$ 176,843	\$ 176,843		1.51
Provide legal counsel and representation to the Department of Human Services (DHS) by processing children in need of protection and services (CHIPS) cases, juveniles in need of protection and services (JIPS) cases, and termination of parental rights (TPR'S) cases. Protect children and allow them to thrive. Maintain families when possible.					
OUTPUTS					
		<i>(YTD column = Jan-Aug results)</i>			
		2014	2015	2016	YTD 2017
Number of CHIPS cases opened			239	241	95
Number of CHIPS cases involving Meth		436	31 (1/2 yr)	86	26
Number of JIPS cases opened			242	174	96
Number of TPR cases opened:		5	10	17	15
Performance Goal	Outcome Measures	Benchmark	2014	2015	YTD 2016
The master list is representative of the population of the circuit court.	100% of CHIPS and JIPS referrals will be responded to within 20 days of Corporation Counsel's receipt.	100%	100%	100%	100%
To provide cost-effective services.	100% of in-house legal services will be provided at a rate less expensive than local private attorney rates as illustrated in local attorney rate survey.	100%	100%	100%	100%

#3 CHAPTERS 51, 54 AND 55 AND ANNUAL REVIEWS		Budget	Levy		FTE's
		\$ 180,081	\$ 162,581		2.10
Provide legal counsel and representation to the Department of Human Services (DHS) by drafting and review of legal documents, court representation in matters prosecuting Chapter 51 mental commitments, Chapters 54 and 55 temporary guardianships, guardianships and protective placements and annual protective placement reviews. Protect individuals with mental illness and the residents of the county. Protect vulnerable adults from abuse / neglect.					
OUTPUTS					
<i>(YTD column = Jan-Jun results)</i>		2014	2015	2016	YTD 2017
Number of Chapter 51 cases opened:		293	308	344	174
Number of Chapter 51 (New) cases committed:		42	45	67	21
Number of Chapter 51 recommitment cases continued:		78	59	48	26
Continued signed stipulation:		65	48	39	23
Continued via court appearances:		13	11	9	3
Number of Chapters 54 and 55 cases opened:		51	55	42	23
Number of Chapter 54 Temporary Guardianship cases opened:		17	36	31	16
Number of Protective Placement Annual reviews scheduled:		291	300	307	166
Total fees collected from 54, 55 and Annual Reviews:		\$20,750	\$17,670	\$22,735	\$12,805
Performance Goal	Outcome Measures	Benchmark	2015	2016	YTD 2017
To provide timely support and competent representation to DHS staff prosecuting Chapter 51 mental commitments.	100% of Chapter 51 emergency detentions and recommitments, and Chapter 54 annual protective placement reviews will be processed and completed within the statutory time requirements.	100%	100%	100%	100%
To provide timely support and competent representation to DHS staff prosecuting Chapters 54 and 55 guardianship and protective placements and protective placement annual reviews.	100% of Chapter 54 guardianship and protective placement petitions will be completed within the statutory time requirement.	100%	100%	100%	100%
To provide cost-effective services.	100% of in-house legal services will be provided at a rate less expensive than local private attorney rates as illustrated in annual local attorney rate survey.	100%	100%	100%	100%
#4 BUILDING, ZONING AND HEALTH CODE ENFORCEMENT		Budget	Levy		FTE's
		\$ 54,332	\$ 54,332		0.43
Provide legal counsel and representation to the Planning and Development Department and the City-County Health Department. Ensure the public health, safety and general welfare of Eau Claire County residents.					
OUTPUTS					
<i>(YTD column = Jan-Jun results)</i>		2014	2015	2016	YTD 2017
Number of Building, Zoning and Health Code cases opened during year:		5	2	1	1
Number of Building, Zoning and Health Code cases resolved during year:		4	7	1	0
Performance Goal	Outcome Measures	Benchmark	2015	2016	YTD 2017
To provide timely support and competent representation to the Planning and Development Department staff in prosecution of building and zoning code violations.	100% of zoning matters referred will be reviewed on a monthly basis with zoning staff until resolved.	100%	100%	100%	100%
To provide cost-effective services.	100% of in-house legal services will be provided at a rate less expensive than local private attorney rates as illustrated in local attorney rate survey.	100%	100%	Yes	100%

#5 Child Support		Budget	Levy		FTE's
		\$ 1,267,459	\$ 35,625		15.77
The purpose of the Child Support Program is to establish paternity for non-marital children, and to establish and enforce child support and health insurance obligations for children whose parents do not live together. Protect children and strengthen families and their economic well being and encourage self-sufficiency.					
OUTPUTS					
		<i>(YTD column = Jan-Jun results)</i>			
		2014	2015	2016	YTD 2017
Full service (IV-D) cases:		5,588	5,613	5,667	5,763
Financial record-keeping only cases (non IV-D):		1,350	1,387	1,472	1,524
Performance Goal	Outcome Measures	Benchmark	2015	2016	YTD 2017
Maximize performance-based funding and medical support incentives to minimize county levy for the program.	Court order rate will meet or exceed the federal/state target of 80%.	80%	93.36%	92.04%	91.74%
	Paternity establishment rate will meet or exceed federal/state target of 80%.	80%	109.97%	109.73%	103.97%
	Arrears collection rate will meet or exceed federal/state target rate of 80%.	80%	73.14%	71.72%	69.43%
	Current support collection rate	80%	74.91%	73.68%	73.12%
Obtain birth cost repayments and health insurance orders when appropriate to maximize MSL incentives	Receipt of budgeted amount		\$57,889	\$54,170	\$45,361
Provide services per State and Federal regulations, and State/County contract.	There will be no substantiated administrative customer complaints	None	None	None	None
	100% of contracts will be in compliance with state/county contract requirements.	100%	100%	100%	100%
	There were no violations of federal regulations cited during the fiscal year	None	None	None	None
#6 COLLECTIONS		Budget	Levy		FTE's
		\$ 9,542	\$ 42		0.13
Provide legal counsel and representation to any department of the county requiring assistance in pursuing collection and reimbursement.					
OUTPUTS					
		<i>(YTD column = Jan-Jun results)</i>			
		2014	2015	2016	YTD 2017
Number of collections cases referred and files opened:		239	32	4	79
Number of tax intercepts filed:		112	35	0	5
Number of payments received from tax intercept:		11	44	19	16
Number of payments received, excluding tax intercepts:		61	94	51	23
Total amount collected:		\$13,034	\$56,219	\$8,855	\$7,546
Performance Goal	Outcome Measures	Benchmark	2015	2016	YTD 2017
To provide timely support and competent representation in collection matters.	95% of tax intercept cases that qualify will be referred to the Department of Revenue ("DOR") within 7 days.	95%	100%	Yes	100%
	To provide cost-effective services.	The cost of collections will be less than the amount of money collected.	Yes	No	No
Totals		Budget	Levy		FTE's
		\$ 1,951,214	\$ 689,630		22.20