



Wisconsin Counties Association
 22 East Mifflin Street, Suite 900
 Madison, Wisconsin 53703

LISTEN.
 LEARN.
 LEAD.

2024 COUNTY OFFICIALS
 WORKSHOPS (COWS)

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2024 COUNTY OFFICIALS
 WORKSHOPS (COWS)

Roles & Responsibilities | Budgeting | Open Meetings Law |
 Public Records Law | Ethics & Conflicts of Interest |
 Running Effective Meetings | Agendas & Minutes

This one-day workshop is a unique opportunity for newly elected county government officials and veterans of the county board to learn from experienced educators about best practices and how to avoid the pitfalls of governance.

\$75

The fee covers the cost of registration, instruction, materials and lunch.



Presented by the Local Government Education Program of the UW-Madison Division of Extension and the Wisconsin Counties Association.



Extension
 UNIVERSITY OF WISCONSIN-MADISON
 LOCAL GOVERNMENT EDUCATION PROGRAM



AGENDA

This one-day workshop is a unique opportunity for newly elected county government officials and veterans of the county board to learn from experienced educators about best practices and how to avoid the pitfalls of governance.

8:00 a.m.	Registration
8:30 a.m.	Session 1: Who We Are
8:45 a.m.	Session 2: Roles & Responsibilities of County Officials
9:30 a.m.	Session 3: Running Effective Meetings
10:15 a.m.	Break
10:30 a.m.	Session 4: The Ins & Outs of Wisconsin's Open Meetings Law
11:15 a.m.	Session 5: Agendas & Minutes
11:45 a.m.	Lunch
12:30 p.m.	Session 6: County Budgeting
1:30 p.m.	Break
1:45 p.m.	Session 7: Wisconsin's Public Records Law
2:30 p.m.	Session 8: Ethics & Conflicts of Interest
3:30 p.m.	Adjourn

Presenters

- UW-Extension Local Government Education Program:
- Karl Green, Program Manager
 - Daniel Foth, Local Government Specialist
 - William Oemichen, Professor of Practice & Law/ Local Government Law Educator
- Wisconsin Counties Association:
- Sarah Diedrick-Kasdorf, Director of Outreach & Member Engagement

FEE: \$75

REGISTRATION FORM

Or register online at wicounties.org

Yes! I plan on attending the following workshop:

- | | |
|--|--|
| <input type="checkbox"/> Stevens Point • Monday, May 6 | <input type="checkbox"/> Green Bay • Wednesday, May 15 |
| <input type="checkbox"/> Eau Claire • Wednesday, May 8 | <input type="checkbox"/> Prairie du Chien • Thursday, May 16 |
| <input type="checkbox"/> Hayward • Thursday, May 9 | <input type="checkbox"/> Virtual • June 3, 10 and 17 |
| <input type="checkbox"/> Minocqua • Friday, May 10 | |
| <input type="checkbox"/> Hubertus • Monday, May 13 | |

Name _____

County _____

Title _____

Address _____

City _____ State _____ Zip _____

Phone _____ E-mail _____



DATES & LOCATIONS

Monday, May 6
Holiday Inn Convention Center
1001 Amber Ave
Stevens Point, WI

Friday, May 10
Reuland's Conference Center
(adjacent to AmericInn)
700 U.S. Hwy 51 N
Minocqua, WI

Thursday, May 16
Waterfront Hotel
113 S. Main St
Prairie du Chien, WI

Wednesday, May 8
Florian Gardens
2340 Lorch Ave
Eau Claire, WI

Monday, May 13
Hubertus Sterling Chalet
1271 Hwy 175
Hubertus, WI

- Virtual Option (attend all three):**
- **Monday, June 3, 8:30-10:20 a.m.** (Sessions 1, 2 and 7)
 - **Monday, June 10, 8:30-10:55 a.m.** (Sessions 3, 4 and 5)
 - **Monday, June 17, 8:30-10:35 a.m.** (Sessions 6 and 8)

Thursday, May 9
Flat Creek Lodge
10290 State Hwy 27S
Hayward, WI

Wednesday, May 15
Rock Garden Banquet & Conference Center/Comfort Suites
1951 Bond St
Green Bay, WI

Register online at wicounties.org or fax registration form to 608.663.7189. Registration forms and payment (payable to Wisconsin Counties Association) should be mailed to WCA, 22 E. Mifflin St., Ste. 900, Madison, WI 53703.

The fee for this workshop is \$75 for each participant; the fee increases to \$85 for late registrations (less than 7 days prior to the workshop date). The fee covers the cost of registration, instruction, materials and lunch.

A full refund will be made if notice of cancellation is received in writing or by fax 7 days prior to the workshop. No-shows will not receive a refund, but materials can be sent.

Any person requiring special accommodations should contact the Local Government Education Program (608.785.9763) at least 72 hours before the scheduled workshop date so that appropriate arrangements can be made.

For more information and to order workshop materials (\$35), call the Local Government Education Program (608.785.9763). For information on registration logistics, call the Wisconsin Counties Association (608.663.7188).



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