



# MONROE COUNTY BOARD OF SUPERVISORS

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## May 10, 2022 Monroe County Board & Department Head Orientation

Sparta American Legion Post #100  
1116 Angelo Rd, Sparta WI 54656

- 9:30 a.m. Welcome and Introductions, County Board and Department Heads  
(County Board Chair, County Administrator)
- 9:45 a.m. Board duties, Roles and Responsibilities, Open Meetings, Quorum and Walking  
Quorum  
(WCA Sarah Diedrich-Kasdorf)
- 11:00 a.m. Conflicts of Interest, Agendas and Minutes, Ethics and other Legal Topics  
(Corporation Council)
- 11:30 a.m. Lunchtime, Board Members & Department Head's  
(American Legion)
- 12:30 p.m. IPAD and Usage, Website Overview  
(IT director)
- 12:45 p.m. Per Diem Sheets, County Proceedings, County Directory, County Mailboxes  
(County Clerk)
- 1:00 p.m. Guest Speaker  
(WCA Mark O'Connell)
- 2:00 p.m. County Board Rules, Committee Chairs Responsibility, Agenda's  
(Board Chair, County Clerk)
- 2:20 p.m. Closing Remarks  
(County Administrator)
- 2:30 p.m. Tour Departments

*Zoning & Forestry, Rolling Hills, Highway, Land Conservation, ADRC & Health, Administrative Center,  
UW Extension, Executive Center, Courthouse-Human Services, Justice Center*