

8/15/2008

Application for Inclusion on the DOA Roster of Dispute Resolution Providers for Local Governments

Division of Intergovernmental Relations
Municipal Boundary Review
101 E. Wilson Street, 10th Floor
Madison, WI 53702-0001

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george.hall@wisconsin.gov

www.doa.state.wi.us/municipalboundaryreview



Wisconsin Department of Administration

Instructions: Completion of this form is required for inclusion on the Department of Administration's list of dispute resolution professionals, located online at www.doa.state.wi.us/municipalboundaryreview, and maintained pursuant to s. 66.0217(6)(b) Wis. Stats. This list is not a certification program – completion of this form is the only requirement for inclusion on the list. Inclusion on this list does not represent an endorsement by the Department, nor is the Department responsible for the accuracy of the information provided by persons appearing on this list. Responses are to be completed within the boxes provided, although you may supplement your answers with up to four pages of additional material. Please mail or fax your completed form to the address above.

Name: John P. Higgins

Address: 600-52nd St, Ste 200, Kenosha, WI 53140

Business or Organization: Guttormsen, Hartley, Wilk & Higgins, LLP

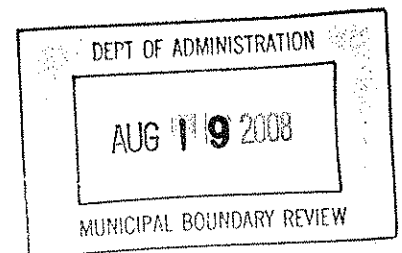
Phone: 262-658-4800

Fax: 262-658-0102

Email: jph@kenoshalawyers.com

Web Site: www.kenoshalawyers.com

Office use only:



Dispute Resolution Training, Education, Teaching and Presentations:

List any dispute resolution training or certifications received and the training provider. List any publications in journals or periodicals and presentations on dispute resolution given to associations or other organized groups, or affiliation with academic or other institutions providing dispute resolution training.

Training (limited to last 10 years): Mediating Small Claim Cases (2008 Marquette University Law School & Kenosha Court Circuit Court); Construction Law & Alternative Dispute Resolution (2007 State Bar of Wisconsin); Understanding the Nature of Conflict (2007 State Bar of Wisconsin); Fundamentals of Arbitration (2005 TRT); Gain the Edge - Negotiation (2004 State Bar of Wisconsin); Advanced Negotiations (2003 State Bar of Wisconsin); Becoming a Mediator Primary Course (1998 Resolute Systems); Lawyer Dispute Resolution (1998 State Bar of Wisconsin); ADR Update (1998 State Bar of Wisconsin); additional training prior to 1998 was in the form of legal seminars & graduate MBA program. Some programs may be missing from the above list. Additionally ADR topics appeared in other none listed legal seminars I have attended.

Teaching: have taught legal seminars on ADR for the State Bar of Wisconsin and for private groups. Additionally, ADR has been part of graduate and undergraduate courses I have taught at Marian College of Fond du Lac, Carthage College and Cardinal Stritch University over the last 15 years.

Written material has been limited to seminar and class room material I have prepared.

Experience

Briefly describe your experience working with disputes involving municipalities or other public/private sector entities involving issue areas such as engineering and public works, municipal contracts, intergovernmental agreements, boundaries, land use, environmental problems, neighborhood disputes, personnel or workplace, or other comparable intra- or intergovernmental disputes.

My primary experience is as an attorney representing both municipalities and private individuals or businesses which have disputes against a municipality. I have been practicing for over 31 years and have handled municipal related cases involving, among other things, insurance claims, nuisances, property issues, special assessments and utility issues. Some of these cases have involved engineering and public works disputes, land use and environmental concerns. During my years of practice I provide seminars to various municipalities on issues of interest, and

Please identify whether you may have particular subject matter expertise in any of the following areas: Business/Corporate, Community/Neighborhood, Contracts, Employment/Workplace; Labor Union/Management, Health Care, Civil Engineering/Public Works; Environmental; Municipal Finance

Memberships

List memberships in any professional dispute resolution or related associations, or affiliation with public or private sector mediation providers such as county dispute resolution centers.

Wisconsin Association of Mediators
ADR Section of the State Bar of Wisconsin
Kenosha County Small Claims Dispute Resolution Panel
National Arbitration Forum
American Academy of ADR Attorneys (past member)

Are you familiar with and willing to abide by the code of ethics adopted by any of the associations of which you may be a member?
 Yes No If "no" please explain: _____

Availability

Indicate your willingness to travel, as well as potential limitations on availability based on time of day or year.

Willing to travel within _____ miles of your place of residence or business.

Willing to travel throughout the state

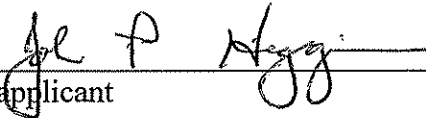
Other limitations:

Fee Requirements

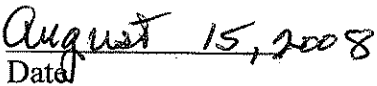
Arranging for the payment of any required professional fees is the responsibility of the parties. Describe your fee schedule, including expense reimbursement or cancellation fees, if any.

My usual fee is \$250.00 per hour split between the parties. On occasion that fee is subject to negotiation. The fee is charged for preparation, pre-hearing conferences, hearing, and post hearing time as needed. Actual expenses, will be billed as needed including hotel and mileage. No cancellation fee, though incurred time and expenses will be charged. Fee for travel is negotiable.

I represent that all information provided me in this application is true and correct:



Signature of applicant



Date

JOHN P. HIGGINS
600-52nd Street, Suite 200
Kenosha, Wisconsin 53142
262/658-4800
E-mail: jph@kenoshalawyers.com

PROFESSIONAL EXPERIENCE

Partner/Attorney at Law, Kenosha, Wisconsin 2000-
Guttormsen, Hartley, Wilk & Higgins, LLP. Highly regarded full service law firm.

Current practice emphasis litigation, worker's compensation, government/
municipal issues, and insurance law. Also acts as third party neutral in mediation
and arbitrations.

Trial Counsel, Milwaukee, Wisconsin 1980-1999
Liberty Mutual Insurance Co., Nationwide Mutual Insurance Co. and Employers
Insurance of Wausau. Consolidated national insurance companies providing multi-line
insurance products.

A member of in-house trial staff responsible for the preparation and trial of cases
before state and federal courts and administrative tribunals, as well as providing
legal advice to clients and corporate management. Actively arbitrated and
mediated claims in a variety of forums. Acted as counsel to and alternative
member of the State of Wisconsin Workers' Compensation Advisory Council.
Created and presented legal seminars to corporate employees and insured clients,
as well as professional groups.

Claims Attorney, Wausau, Wisconsin 1977-1980
Employers Insurance of Wausau. A nationally known mutual insurance company
providing business insurance.

Attorney within the Claim Legal staff assigned to the Home Office Claim
Department to provide legal advice on a broad range of legal issues. Researched
and provided legal opinions with respect to a variety of legal subjects, including
the applicability of insurance coverage and duty to defend.

Vice President & General Counsel, Kenosha, Wisconsin 1977-1995
John E. Higgins Appraisal Company. A family owned and operated real estate appraisal
firm, offering consulting services regarding Wisconsin property taxation and
assessments.

Legal counsel to family-owned business also functioned as a property tax
consultant for firm.

Assessment Technician, Kenosha, Wisconsin 1973-1974, 1975
Kenosha County Assessor's Office.

2 John P. Higgins

Performed duties as assigned, including inspection of property, analysis and calculation of values on real and personal property.

TEACHING EXPERIENCE

- Adjunct Professor, Cardinal Stritch University 2005 to present
Taught courses in business law and ethics.
- Adjunct Professor, Carthage College, Kenosha, WI 2000 to 2001
Taught business law.
- Adjunct Professor, Marian College of Fond du Lac Milwaukee, WI 1990 to 2000
Responsible for teaching legal and business courses in an accelerated bachelor's degree program for adults. Taught and developed courses in business law, legal environment, strategic planning and policy, and accounting and finance.
- Adjunct Instructor, North Central Technical College, Wausau, WI 1979
Taught insurance law/CPCU course.

EDUCATION

- University of Wisconsin Law School, Juris Doctorate, 1977
- Keller Graduate School of Management, Masters of Business Administration with distinction, 1986
- St. Norbert College, Bachelor of Arts – History cum laude, 1974

PROFESSIONAL AFFILIATIONS

State Bar of Wisconsin

- Board of Governors (1990-1991).
- Chairman of Communications Committee (1984-1987), Gavel Award Subcommittee (1984-1987), Young Lawyers Division Convention Committee (1981-1985), Young Lawyers Division Long Range Planning Committee (1986-1988)
- Member of Insurance for Members Committee (1989-1994), Convention & Entertainment Committee (1988-1991, 1995-1998), Interprofessional Relations Committee (1987-1989), Communications Committee (1982-1987), Alternative Dispute Resolution Committee (1990-1994), Corporation Counsel Committee (1990-1994)

Wisconsin Supreme Court, Office of Lawyer Regulation, District 1 Investigative Committee

- Member (2002- present)
- Chair (2005 to present)

Kenosha County Bar Association

Wisconsin Association of Mediators

Wisconsin Association of Worker's Compensation Attorneys

Civil Trial Counsel of Wisconsin (past)

American Academy of ADR Attorneys (past)

American Corporate Counsel Association (past)

- President Wisconsin Chapter (1995-1997)
- Vice President Wisconsin Chapter (1994-1995)
- Board of Directors Wisconsin Chapter (1989-1998)
- Chairman of Wisconsin Chapter State Bar Liaison Committee (1992-1997)

National Association of State Bar Journals (past)

- Trustee (1986-1988)

Corporate Practice Institute (past)

- Board of Directors (1995-1998)

OTHER AFFILIATIONS

City of Kenosha Board of Zoning Appeals

- Commissioner (2001- present); Chairman (2004- present); Vice Chairman (2002-2004)

City of Kenosha Human Relations Commission

- Commissioner (1997- 2001)
- Acting Chairman (2000-2001) Vice Chairman (1999-2000)

St. Norbert College

- Presidential Task Force – Milwaukee (1987- present)
- Board of Directors of National Alumni Association (1978-1987)

St. Joseph High School

- Board of Trustees (2003- present)
- Chair, Board Development Committee (2003-2007)

Archdiocese of Milwaukee, Office of Conciliation

- Board of Directors (1982-1990)
- Arbitrator (1984-1990)

PRESENTATIONS

4 John P. Higgins

Civil Trial Counsel of Wisconsin: Attorney-Client Privilege; Work Product Rule; Uninsured/Underinsured Motorist Insurance Coverages; Duty to Defend.

Wisconsin Chapter, American Corporate Counsel Association: Workers Compensation in Wisconsin, Evidence for Corporate Counsel; Attorney-Client Privilege & Work Product Rule.

Corporate Practice Institute, Inc.: Product Liability Primer; Insurance Carrier' Response to Product Liability Claims; Alternative Dispute Resolution.

State Bar of Wisconsin: Arbitration; Name Change Procedures; Discovery – Use at Trial; Attorney Client Privilege in the Corporate Practice of Law.

Employers Insurance of Wausau/Nationwide Insurance Enterprise: Teacher Liability Seminars; Civil Rights Overview; History of the 1983 Civil Rights Law; Negligence and Torts Primer; Attorney/Insurance Company Relations; Duty to Defend; Uninsured & Underinsured Motorists Insurance Law; Vocational Retraining Under the Wisconsin Workers' Compensation Law; Bad Faith; Contractual Indemnification in Wisconsin; Minor Court Settlements.

University of Wisconsin – Madison, College of Engineering: Legal Issues of Municipal Sidewalks.

Rev. 08/14/2008