

## Richland County Finance and Personnel Committee

### Agenda Item Cover

**Agenda Item Name:** Strategic Challenges and Goals

<b>Department</b>	Administration	<b>Presented By:</b>	Clinton Langreck
<b>Date of Meeting:</b>	01 Dec 2020	<b>Action Needed:</b>	Motion on guidance or accept
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	Committee Structure E
<b>Date submitted:</b>	25 Nov 2020	<b>Referred by:</b>	

**Recommendation and/or action language:**

Motion to accept report.

\*Anticipating possible motions to “advise” and provide guidance.

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**Background:** (preferred one page or less with focus on options and decision points)

Under authorities and responsibilities established through the County’s Committee Structure document the Finance and Personnel Committee is charged with:

*E. The committee shall advise and supervise County administrative affairs in general with a view of bringing about proper coordination and cooperation between the various departments and agencies in the County to the end that the best business practices may be observed; that due efficiency may be maintained; and that the interests of the citizens of the County may best be served.*

And with regards to Resolution No. 21-107 A Resolution approving the County Administrative Strategic Plan and Administrative Priorities, the Administrator intends to make routine reports to the Finance and Personnel Committee regarding the status and progress of meeting the goals.

It is anticipated the committee may take action to advise the Administrator by motion and defer to the County Board to confirm the intentions of the full body when needed.

**Attachments and References:**

Tracker (25 Nov 2020)	
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**Financial Review:**

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

No direct expenses, but may significantly influence project and funding decisions.

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**Approval:**

**Review:**

*Clinton Langreck*

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Department Head

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Administrator, or Elected Office (if applicable)

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Strategic Plan Tracking and Reporting: 2020-2021				
Items:	Actions:		Status:	
Challenges for the County Administrator (18 month goals for administrator):		29-Sep-20	30-Oct-20	25-Nov-20
1. Develop a long-term strategic plan		Preliminary	Developing	
	Meeting with SW Regional planning 28 Sep 2020			
	Utilization of Wi Statute 75.69(2) for strategic land development Ordinance / Policy Change to Follow			
	Received EAD Grant for Development Resiliency			
	Bagan Marketing and Tourism Focus Team Meetings			
2. Transition finance and HR from County Clerk's Office to the Administrator's Office		Preliminary	Developing	
	Preliminary Discussion with Clerk 16 Sep 2020			
	Administrator moved office to Courthouse 23 Oct 2020			
	Administrative Transition Team has begun meeting: Nov 6th			
3. Make resolutions and ordinances available and organized on the internet		Preliminary		
	HTML Richland CTY Website search tool -by MIS			
4. Develop more uniform HR policy and procedures		No Actions		
5. Implement a uniform performance review program		Preliminary	Developing	
	Legal Research Defining relationships of Dept. Heads			
	Probation Review Administrator			
	Probation Review Economic Development Dir			
	Looking to confirmation of appointed department heads in Nov			
	Department Heads Confirmed on 17 Nov 2020			
6. Develop plan and funding for more		Preliminary		
	Meeting with SW Regional planning 28 Sep 2020			
	Scheduling meeting with John Bertz			
7. Develop finance and purchasing policy (increase admin authority on purchasing)		Preliminary		
	Investigating other counties			
8. Develop new county board member orientation program		Preliminary		
	Discussion and drafts			
9. Full review of county employee handbook, addendums and administrative manual		Preliminary		
	Reviews in adjusting to Administrator Model			
10. Partner with Southwest Regional Planning in developing a county strategic plan		Developing		
	Meeting with SW Regional planning 28 Sep 2020			
	Plan on moving forward with EAD Grant Study			
	Received EAD Grant for Development Resiliency			
	Bagan Marketing Focus Team Meetings			
	Released Survey			
11. Develop policy and procedure to address complaints and investigations (Proposed by Administrator)		Preliminary		Actions Taken
	Discussion and draft with several supervisors			
	Department Review: Taking to County Board in December			
12. Develop compensation and classification plan (Proposed by Administrator)		No Actions		