

# RICHLAND COUNTY

## Rules & Strategic Planning Standing Committee

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May 4, 2022

### NOTICE OF MEETING

Please be advised that the Richland County Rules and Strategic Planning Standing Committee will convene at 10:00 a.m., Thursday, May 5<sup>th</sup>, 2022 in the County Board Room at 181 W. Seminary Street via videoconference and teleconference using the following information:

**WebEx Videoconference:**

<https://richlandcounty.my.webex.com/richlandcounty.my/j.php?MTID=me0412d45c394da3a743430d5f6c9fb85>

Meeting number: 2556 430 1599, Password: Richland

**WebEx Teleconference:** WebEx teleconference phone number: 650-479-3208, Access code: 2556 430 1599

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or [barbara.scott@co.richland.wi.us](mailto:barbara.scott@co.richland.wi.us) (email), or Rules & Strategic Planning Committee Chair Shaun Murphy-Lopez at 608-462-3715 (phone/text) or [shaun.murphy@co.richland.wi.us](mailto:shaun.murphy@co.richland.wi.us) (email).

**Agenda:**

1. Call to order
2. Proof of notification
3. Agenda approval
4. Public comments  
*Topics raised in comments received from the public may be placed on a future agenda for consideration.*
5. Approval of minutes
  - a. March 8<sup>th</sup> Strategic Planning Committee\*
  - b. March 14<sup>th</sup> Rules & Resolutions Committee\*
6. Roles and responsibilities of the Rules & Strategic Planning Standing Committee\*
7. Branding Committee recommendation\*
8. Strategic plan review and amendment\*
9. Committee financial oversight\*
10. Body (committee) structure document amendments
  - a. ADA Compliance Committee\*
  - b. Health & Human Services and Veterans Standing Committee\*
11. County Board training and mentor program\*
12. Rule #10 amendment\*
13. WI Counties Association resolutions\*
14. Future agenda items
15. Adjournment

\*Meeting materials for items marked with an asterisk may be found at

<https://administrator.co.richland.wi.us/minutes/rules-strategic-planning.shtml>.

CC: Committee Members, County Board, Department Heads, Richland Observer, WRCO, Valley Sentinel, Courthouse Bulletin Board

*A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Rules and Strategic Planning Standing Committee.*

# Richland County

## Strategic Planning Committee

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**March 8th, 2022**

The Richland County Strategic Planning Committee convened Tuesday, March 8th, 2022, by teleconferencing via WebEx.

Committee members present by WebEx included Chair Ingrid Glasbrenner, County Board Supervisors Steve Carrow, Melissa Luck, Kerry Severson and Bob Frank. Others in attendance include Administrator Clinton Langreck, Linda Gentes, Don Seep, Shaun Murphy-Lopez, Troy Maggied and Cheryl Dull, Assistant to the County Administrator taking minutes and MIS running WebEx

**1. Call to Order:** Chair Glasbrenner called the meeting to order at 12:35 pm.

**2. Proof of Notification:** Chair Glasbrenner verified that the meeting had been properly noticed. A copy of the agenda was posted on the Courthouse Bulletin Board and a copy was sent by email to all Committee members, WRCO, Richland Observer and Valley Sentinel.

**3. Agenda Approval:** Moved by Supervisor Frank to approve the agenda as presented, seconded by Supervisor Severson. Motion carried.

**4. Approval of previous minutes:** Moved by Supervisor Frank to approve the minutes for the February 28<sup>th</sup> minutes as presented, second by Supervisor Carrow. Motion carried.

**5. Discussion and possible action regarding amendments to the proposed strategic plan — including the mission and vision statements:** Chair Glasbrenner stated Supervisor Linda Gentes had contacted her concerning the proposed strategic plan and the Supervisor Gentes requested to speak to the committee. Supervisor Gentes stated she had concerns that UW Richland wasn't recognized in the strategic plan in promotional terms. After discussion the board agreed the counties function is to continue to be supportive only in an advocate role.

Supervisor Luck stated that she will add wording to impress on UW Platteville-Richland to hire staff to handle promotional activities.

Different mission statements were reviewed and discussed.

Moved by Supervisor Frank to accept the mission statement *"Richland County will think strategically and anticipate the future, ensuring that the decisions made today will have lasting value and provide fiscal solvency. The needs of individuals will be respected while recognizing responsibility to the community as a whole."*, 2nd by Supervisor Luck. All voting aye, motion carried.

Different vision statements were reviewed and discussed.

Moved by Supervisor Frank to accept the vision statement *"Richland County will be a leader for resilient rural counties and a place where people love life, enjoy work, and are empowered to raise thriving families"*, 2nd by Chair Glasbrenner. All voting aye, motion carried.

Chair Glasbrenner asked Supervisor Luck compile what was voted on and send the final to Clerk Kalish to put on the County Board agenda for approval.

**6. Discussion and possible action regarding non-mandated services:** Nothing further will be done with this at this point. The committee will come back to this after the plan is approved.

**7. Discussion and possible action regarding departments, committee, board and commission responses:** The committee agreed this is complete.

**8. Discussion and possible action on work plans:** The committee agreed this is complete.

**9. Discussion and possible action on presenting and educating the County Board on the Strategic Plan:** Discussion followed on the presentation approach to the County Board and the public.

Moved by Supervisor Luck to make changes to the Resolution to read *"NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the Richland County Strategic Plan, as a living document, is hereby adopted and the strategic initiatives and work plan within are to be reflected in future planning, budgeting and policy development ~~as is feasible~~; and"*, 2<sup>nd</sup> by Supervisor Frank. All voting aye, motion carried.

# Richland County

## Strategic Planning Committee

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Discussion followed on the Committees future after this 1<sup>st</sup> draft was approved and possible changes in committee structure. There was also discussion on mandated and none mandated services and when that information will be discussed before, during, or after the budget process and how to delegate the required work flow/assignments.

**10. Future agenda items:** Everyone agreed the Comprehensive Plan should be on the next agenda; Chair Glasbrenner - Work Plan.

**11. Adjournment:** The next meet was not scheduled. Moved by Supervisor Frank to adjourn at 2:21 p.m., seconded by Supervisor Carrow. All voting aye, motion carried.

Cheryl Dull

Assistant to the Administrator

# Richland County

Rules & Resolutions Committee and Ethics Board

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**MARCH 14<sup>th</sup>, 2022**

The Rules and Resolutions Committee and Ethics Board met on Thursday, March 14th, 2022, at 8:30 a.m. via videoconference and teleconference.

Committee members present by Web Ex included: Kerry Severson, Shaun Murphy-Lopez, Don Seep and Melissa Luck.

Also logged in was: Clint Langreck - County Administrator, Attorney Mike Windle, Tracy Thorsen, Clerk Derek Kalish, Cheryl Dull - Assistant to the County Administrator, WRCO and MIS running the teleconferencing

**1. Call to Order** - Committee Chair Murphy-Lopez called the meeting to order at 8:30 am.

**2. Proof of Notification** - Chair Murphy-Lopez confirmed that the meeting had been properly noticed.

**3. Agenda Approval** - Moved by Supervisor Seep to approve the agenda, seconded by Supervisor Luck. All voting aye, motion carried.

**4. Public comments** - Chair Murphy-Lopez invited any public to make comments. Supervisor Seep inquired why this was at the beginning of the agenda. Murphy-Lopez stated it was for people that wanted to speak at the beginning of the meeting. No public comments.

**5. Review document updates:** Supervisor Luck reached out to Director Glasbrenner about the CDBG committee. Glasbrenner stated they have to remain as a committee until all projects are completed which will be in 2022.

**a. County board rules** – Chair Murphy Lopez presented the draft County Board Rules including the changes from the last meeting.

**b. Committee structure and assignment** – The committee review the changes.

5.b. Richland County Board Body Structure document. Discussion followed concerning the CDBG Committee and the statement that should be added concerning it being complete in 2022.

Discussion followed concerning ADRC of Eagle Country Regional Board letter B. Moved by Supervisor Luck to strike existing B., 2<sup>nd</sup> Supervisor Severson, All voting aye, motion carried. Tracy Thorsen found out that a county board member is not required to be on the board. After discussion it was decided to leave as worded.

Citizen Participation Planning Board - It is a legal requirement which consists of 3 supervisors and 2 citizens, who were appointed by Committee on Committees. Now it will be appointment by County Board Chair, by recommendation of County Administrator. Moved by Supervisor Luck to make that change, 2<sup>nd</sup> Supervisor Seep. Motion carried.

Fair, Recycling, and Parks Standing Committee – Supervisor Severson is not in favor of combining committees due to all the work that each department does. Supervisor Luck feels we should try it and if it doesn't work out it can be changed at year end. Discussion followed on the pros and cons of combining the committees.

Finance and Personnel Standing Committee – Administrator was added in H.

Health and Human Service (hereafter referred to as HHS) and Veterans Standing Committee – It was added that the Chair shall be County Board Supervisor. Supervisor Seep expressed concerns of there not being enough oversight for the Veterans Office. Administrator Langreck stated in consultation with Corp Counsel this does meet the requirement of statutes. He feels this model will work and if it doesn't, it can be modified at a later date. Chair Murphy-Lopez reread letter E. which should cover the requirements. After further discussion it was felt by Administrator Langreck and several committee members that this is a workable committee, although if it does not it could be changed at a later date. Supervisor Seep stated he is not in agreement but will support it. Attorney Windle was consulted concerning 3 resident language in Statute, he confirmed per §45.81 "at least 3 residents of the county who are veterans appointed for staggered 3-year terms by the county executive or county board chairperson in a county that does not have a county executive". Supervisor Seep asked, when the Veterans Service Commission would meet with Veterans officer, would it be at HHS and Veterans meeting? It was confirmed that yes, it would be at HHS. Although HHS has more State Statute requirements than the Veterans, so Veterans will actually have more oversight than previous happenings.



# Richland County

## Rules & Resolutions Committee and Ethics Board

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Land and Zoning Standing Committee. Added was, The Chair shall be County Board Supervisor. Supervisor Luck stated FSA requested their representation be removed from that committee. Luck will confirm how this change is made, either by law or other means.

Education Standing Committee – Supervisor Severson thought there was a requirement that a member for Land Conservation be on this committee also. Review of Land and Zoning letter B. refers to a member requirement to Education Committee. After review of State Statute, 2 members are required from Education and FSA Standing Committee. Moved by Supervisor Luck to change 1 to 2 under letter B in Land and Zoning Standing Committee, 2<sup>nd</sup> by Severson, motion carried.

Public Works Standing Committee - They will act as 3 committees which will be Highway Committee, oversite committee for MIS and the Property, Buildings and Grounds committee. Discussion followed on if American Disabilities Act been met or should letter F. be moved to American Disability Act Compliance Committee. Moved by Supervisor Seep to move F. from the Public Works Standing Committee to American Disability Act Compliance Committee, 2<sup>nd</sup> Luck. All voting aye, motion carried.

**c. County Board Chair and Vice Chair roles** – Nothing changed since last meeting. This is just for review.

**d. Presentation for County Board** – On page 19, Audit was added to Finance & Personnel Standing Committee and Ethics was added to Rules & Strategic Planning Standing Committee. On page 22, Fair, Recycling and Parks Committee a citizen added.

5d. On page 21, standing committees will have to elect their chair at organizational meeting so that all the groups can be appointed. For committees with multiple citizens, citizens will either have to come to the organizational meeting to elect a chair or they will have to go along with who is elected. The chair of the standing committees will be on the Executive Committee. If you are a chair on one committee, it eliminated your possibility of being the chair of another committee due to automatic appointment to an Executive Committee.

Supervisor Severson questioned why we need elect chairs at the Organizational meeting? Supervisor Murphy-Lopez explained that by electing the chair at the organizational meeting, we would know then who could or couldn't be chairs of other committees. Supervisor Luck felt it best to know right away who is on the Finance Committee because the county continues to function regardless to us knowing who's on the committee.

The 3 bottom committees; Land & Zoning Standing Committee; Fair, Recycling & Parks Standing Committee; & Public Works Standing Committee would all meet simultaneously to pick chairs, then those members would be on Finance Committee and those members would no longer be eligible for chair as another committee.

After extensive discussion on the presentation, there will still be a required special County Board meeting to present this structure.

Supervisor Luck has contacted the Lacrosse County Administrator to come to Richland County to do a presentation of this design. They are currently using this structure and appear to have no problems.

Moved by Supervisor Seep to share the amended documents with the County Board at a special meeting, 2<sup>nd</sup> by Supervisor Luck. Roll call vote requested: Severson - aye, Murphy-Lopez – aye, Luck - aye, Seep - aye. All voting aye, motion carried.

Clerk Kalish was consulted as to the difficulty of tracking elections at a meeting. Clerk Kalish stated he can track it with little difficulty. The Rules & Resolutions Committee and Ethics Board need to be aware this is a major change and they need to make sure it ready when implemented.

**6. Resolution for documents listed in agenda item** – Administrator Langreck reviewed the resolution. Minor changes were made. Chair Murphy-Lopez polled the member to see if they would like any other changes. Severson – He will need to review it more before he decides; Seep – fine as is; Luck – fine as is; Murphy-Lopez – fine as is.

Moved by Chair Murphy-Lopez that this resolution be forwarded to a special meeting of the County Board, 2<sup>nd</sup> by Supervisor Luck. Roll call vote requested: Murphy-Lopez – aye, Luck – aye, Seep – aye, Severson – aye. All voting aye, motion carried.

**7. Per diems and mileage** - Severson stated that with this restructuring it may be a good time to discuss per diems and mileage. He does not take a per diem himself but with the restructuring he feels people may want compensation.

# Richland County

## Rules & Resolutions Committee and Ethics Board

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Seep stated we are the lowest county around, and with the fuels costs currently we should raise the fuel mileage to the federal rate. Murphy-Lopez reviewed some of the per diems taken by townships and other counties.

Moved by seep that per diem rated be raised to \$40 for committee and \$50 for County board, 2<sup>nd</sup> by Severson. Severson called for discussion. Murphy-Lopez and Luck agree that they put in more work for Committee meetings than they do for County board. Chair Murphy-Lopez is more in favor of a flat rate. The Committee asked Clerk Kalish give his opinion on the flat rate per diem for all meetings or an annual salary. Clerk Kalish agreed by chat that a flat rate per diem or an annual salary would be easier to administer. Supervisor Luck thinks this merits further discussion.

Moved by Supervisor Seep to withdraw motion to increase rates, 2<sup>nd</sup> Supervisor Luck. All voting aye, motion carried.

**8. Closed Session under Wisconsin Statute 19.85(1)(f)** Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. - Bid process complaint. – Chair Murphy-Lopez read the closed session language. Moved by Supervisor Luck to go into closed session, 2<sup>nd</sup> by Supervisor Severson. Discussion followed on which members should be allowed in closed session. Those allowed are Seep, Severson, Luck, Murphy-Lopez, Windle, Kalish, Dull and Langreck. Roll call was called for to go into closed session and that the above list people be allowed to stay in closed session: Luck - aye; Seep - aye; Severson - aye; Murphy-Lopez - aye. All voting aye, motion carried.

### **Closed Session: (Stricken from Public Posting)**

**9. Return to open session –** Moved by Supervisor Severson to return to open session, 2<sup>nd</sup> by Supervisor Luck. All voting aye, Motion carried.

**10. Possible action on items discussed in closed session –** Moved by Chair Murphy-Lopez that the Ethics Board has in their records that the Ethics Board reviewed the bid process for the purchase of a mower for the fairground and have determined it was carried out appropriately according to Rule 14 of the County Board, 2<sup>nd</sup> by Supervisor Luck. Roll call vote requested: Severson - aye, Luck – aye, Murphy-Lopez – aye. All aye, motion carried.

Moved by Chair Murphy-Lopez that it be referred to Finance & Personnel Committee the topic of developing a policy concerning donations and that policy should be prioritized, 2<sup>nd</sup> by Severson. Roll call vote called for: Murphy-Lopez - aye, Luck - aye, Severson-aye. All voting aye, Motion carried.

**11. Future agenda items -** None

**12. Adjournment –** The committee feels they have completed the steps needed to bring this forward to a special meeting of the County Board so they will go back to the regular meeting schedule of Thursday, April 7<sup>th</sup> 10:00 am, in person and by WebEx. Moved by Supervisor Luck to adjourn at 11:53 p.m., seconded by Supervisor Severson. All voting aye, motion carried.

Minutes respectfully submitted by

Cheryl Dull

Assistant to the County Administrator

## Richland County Rules & Strategic Planning Standing Committee

### Agenda Item Cover

**Agenda Item Name:** Roles and responsibilities of the Rules & Strategic Planning Standing Committee

<b>Department</b>	County Board	<b>Presented By:</b>	Shaun Murphy-Lopez
<b>Date of Meeting:</b>	5/5/22	<b>Action Needed:</b>	None
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	n/a
<b>Date submitted:</b>	5/4/22	<b>Referred by:</b>	None

**Recommendation and/or action language:**

None needed

**Background:**

This agenda item is a review of the recent reorganizational changes as they affect the Rules & Strategic Planning Standing Committee. In addition to the text from the “Richland County Board Body Structure” document below, the following bodies are expected report to the Rules & Strategic Planning Standing Committee before action items arrive at the County Board

(<https://www.co.richland.wi.us/pdfs/committeeStructure.pdf>):

- Branding Committee
- City County Committee
- Economic Development Board
- Southwest Wisconsin Regional Planning Commission

### **RULES AND STRATEGIC PLANNING STANDING COMMITTEE**

A. Nine members consisting of:

1. The County Board Vice Chair (who shall serve as Chair of the Rules and Strategic Planning Standing Committee)
2. The County Board Chair (who shall serve as Vice Chair of the Rules and Strategic Planning Standing Committee)
3. Education Standing Committee (Designee by committee vote)
4. Fair, Recycling, and Parks Standing Committee (Designee by committee vote)
5. HHS & Veterans Standing Committee (Designee by committee vote)
6. Land & Zoning Standing Committee (Designee by committee vote)
7. Pine Valley & Child Support Standing Committee (Designee by committee vote)
8. Public Safety Standing Committee (Designee by committee vote)
9. Public Works Standing Committee (Designee by committee vote)

## Richland County Rules & Strategic Planning Standing Committee

### Agenda Item Cover

B. Acts as the Rules & Resolutions Committee and Ethics Board as follows:

1. Review and recommend any changes regarding the Richland County Board Rules.
2. Review and introduce any Resolutions not sponsored by a County body for action by the County Board.
3. The committee shall provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) over 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 as such recommend changes regarding the Richland County Board Body Structure to the County Board.
4. Deal with the disposal or destruction of County records under Ordinance No. 99-11.
5. Administer and enforce the Code of Ethics set forth in Ordinance No. 06-28 as that Ordinance has been or may be amended.

C. Acts as the Strategic Planning Committee as follows:

1. Proposes changes to the Strategic Plan for County Board consideration.
2. Monitors progress on the Strategic Plan.
3. Recommends trainings and programs that educate County Board members.

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#### Attachments and References:

#### Financial Review:

(please check one)

	In adopted budget	Fund Number	
	Apportionment needed	Requested Fund Number	
	Other funding Source		
X	No financial impact		

**Approval:**

**Review:**

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Department Head

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Administrator, or Elected Office (if applicable)

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## Richland County Rules and Strategic Planning

### Agenda Item Cover

**Agenda Item Name:** Approval and Adoption of an Official County Logo and Motto

<b>Department</b>	Richland Economic Development	<b>Presented By:</b>	Director – Jasen Glasbrenner
<b>Date of Meeting:</b>	5/5/2022 – 10am	<b>Action Needed:</b>	Vote on Resolution
<b>Disclosure:</b>	Open	<b>Authority:</b>	
<b>Date submitted:</b>	4/29/2022	<b>Referred by:</b>	County Branding Committee

**Recommendation and/or action language:** *(summarize action/s sought by committee, e.g. present a resolution, present an ordinance, receive and file information, approve expense or grant, etc.)*

Recommend a motion, "to present a resolution to the County Board for approval and adoption of an Official Logo and Motto."

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

The logo and motto that are being presented represent an effort that has spanned approximately 1.5 years and has included a broad array of input from the people of Richland County through different surveys, planning events, and a logo and motto idea submittal process. The County Branding Committee has met four times to work together with the City Branding Workgroup and the Professional Design Consultant. The committee has provided numerous suggestions that have been considered and that have resulted in this final proposed Base Logo and Motto. Once the Base Logo and Motto are adopted the branding process will continue with the building out of the family of logos that will identify different County Departments and the completion of the Branding Manual. It is a suggestion that once the Base Logo and Motto are adopted that the remainder of the process be completed as a function of Administration and without the requirement to return to the Board for further approvals. The one exception being an approval process for an Official County Flag.

COUNTY

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## Richland County Rules and Strategic Planning

### Agenda Item Cover

#### Attachments and References:

Resolution	
Family of Logo Concepts	

#### Financial Review:

(please check one)

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

All cost associated with design efforts are being covered by a USEDA Grant that was awarded to the County. Full implementation of the logo and motto in all of its various uses will, in some cases, require future budgetary consideration.

#### Approval:

#### Review:

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Administrator, or Elected Office (if applicable)

## **RESOLUTION NO.20- \_\_\_\_\_**

A Resolution Approving the Base Logo and Motto for Richland County

WHEREAS, the Richland County Board, on January 12<sup>th</sup>, 2022 by Resolution 21-154, created a Countywide Branding Project and Process, and appointed a Branding Committee, and

WHEREAS, the County Branding Committee has met four times and has worked with the branding process facilitators, Director Jasen Glasbrenner – Richland Economic Development, Kate Koziol – Southwest Wisconsin Regional Planning Commission, and Kristin Mitchell – Professional Consultant at Kristin Mitchell Design, or their representatives, and

WHEREAS, the County Branding Committee has unanimously voted to recommend a Motto and Logo, and

WHEREAS, the recommended Motto is “Discover It Here” and the Logo is designed to reflect the rich natural beauty and diversity of Richland County, and

WHEREAS, the new Logo and Motto will become the center of the new county seal, and the anchor of the branding to be used for marketing, identification and promotional purposes of the County, and

WHEREAS, the logo is intended to be used on items including, but not limited to, County stationery, letterhead, business forms, professional business cards, vehicles, signage, website and other items, and

WHEREAS, to complete the Branding Manual covering the logo and its possible variations for different departments and different uses it is necessary to approve the Base Logo and Motto,

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the Base Logo and Motto that has been recommended by the County Branding Committee, and is included below, is hereby adopted as the Official County Logo and Motto, and

BE IT FURTHER RESOLVED that the Branding Manual covering the uses and various department styles is to be completed with input from the different departments and with oversight from Economic Development Director Jasen Glasbrenner – Richland Economic Development, Kate Koziol – Southwest Wisconsin Regional Planning Commission, and Kristin Mitchell – Professional Consultant at Kristin Mitchell Design, and Clint Langreck – County Administrator, or their representatives, and

BE IT FURTHER RESOLVED that upon completion of the Branding Manual, the Logo and Motto and all suggested uses shall be implemented at the Administrators direction and as is appropriate when considering budgetary constraints, marketing plans of individual departments, sign and vehicle replacement schedules or other critical decision points, and

BE IT FURTHER RESOLVED that once the Branding Manual is complete and the Logo and Motto use implemented, the County and its departments will not deviate from the Branding Manual without consent from the Richland County Board.

BE IT FURTHER RESOLVED that the Richland County Board that the official County seal and County logo should only be used by County personnel for official County business and for other purposes authorized by law, unless specifically authorized by County Administrator, and

BE IT FURTHER RESOLVED that the only element of the Branding Process that must return to

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication.

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**COUNTY**  
**Richland**  
*Discover it here!* 



**COUNTY**  
**Richland**  
*Discover it here!* 

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

DATED MAY 5<sup>th</sup>, 2022

[illegible]



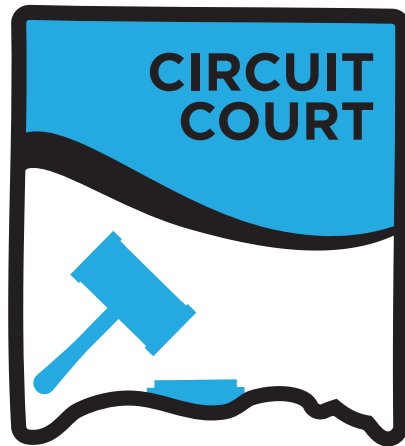
## COUNTY DEPARTMENTS

A. Type and color only.



## COUNTY DEPARTMENTS

B. Type and color with option to incorporate one element based on department.



**COUNTY**  
**Richland**



**COUNTY**  
**Richland**



**COUNTY**  
**Richland**

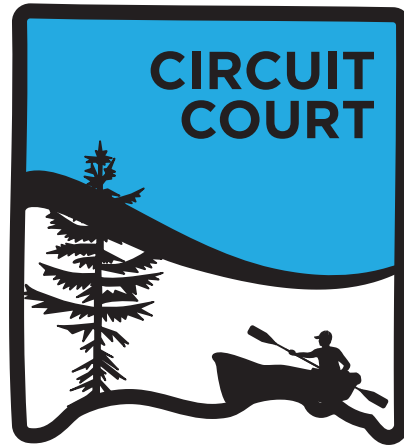


**COUNTY**  
**Richland**



## COUNTY DEPARTMENTS

C. Using elements from original logo.



**Richland** COUNTY



**Richland** COUNTY



**Richland** COUNTY



**Richland** COUNTY



## COUNTY DEPARTMENTS

D. Using elements from only.



## COUNTY DEPARTMENTS

E. Using elements from original.



## Richland County Committee

### Agenda Item Cover

#### Agenda Item Name: Strategic plan review and amendment

<b>Department</b>	Administration	<b>Presented By:</b>	Administrator
<b>Date of Meeting:</b>	06 May, 2022	<b>Action Needed:</b>	Vote
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	Structure C
<b>Date submitted:</b>	05 May, 2022	<b>Referred by:</b>	
<b>Action needed by no later than (date)</b>	N/A	<b>Resolution</b>	N/A unless committee requests resolution

#### Recommendation and/or action language:

1. Motion ... approve adoption of changes to the strategic plan organizational chart and direct administration to amend and publish (without need to return to Richland County Board, as the amendment directly reflects structural changes already adopted by Resolution No 22-23), and to give notification to the County Board through the Administrator's Report in May.
2. Review ... accept and file proposed draft of work plan (as presented / with recommended changes) for distribution to departments and committees for feedback.

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

A revised organizational chart has been developed by the Assistant to the Administrator. This project is a goal of the strategic plan and reflects the changes adopted by the recent restructuring efforts. An amendment to Chapter One of the Strategic Plan has been drafted for review. (please see attached 08a) As these changes are in line with County Board intentions of Resolution 22-23 and the Committee is charged with monitoring of the plan. The administrator proposes the changes be made at the direction of the committee, with notification of the changes delivered in the Administrator's Report to the Board in May.

A drafted "work plan" to the strategic plan has been further developed by the Administrator. The document assigns responsibility of the tasks to staff, supervisors, and/or committees. The document is being presented to the committee for review and comment prior to distributing to departments and committees for their feedback. As the County Board's advisory body in regards to strategic planning, the committee is asked to give guidance by action to ensure that tasks and criteria are meeting goals and expectations adopted by the County Board.

#### Attachments and References:

08a revised chapter one	
08b draft of work plan	

**Richland County Committee**

**Agenda Item Cover**

**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 checked="" type="checkbox"/>	No financial impact		

*(summary of current and future impacts)*

No foreseeable financial impacts

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**Approval:**

**Review:**

*Clinton Langreck*

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Department Head  
applicable)

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Administrator, or Elected Office (if

# Chapter 1: Strategic Plan Framework

Strategic planning is the process by which leaders of an organization determine what it intends to be in the future and how it will get there. A strategic plan serves as a community's guide and is used to prioritize initiatives, resources, goals, and department operations and projects. Strategic planning helps your local government realize its long-term vision by setting up goals and objectives in a systematic, incremental manner. Simply put, it makes you take a look at what's going on today, where you want to be tomorrow and which steps you will need to take to get there. This current document is primarily focused inward on county government. It is the intent of the County Board that this plan will span the next 2-3 years with the goal of becoming the most efficiently run and financially responsible local government body.

The County will complete an updated Comprehensive Plan by 2024. **Comprehensive planning** is a process that determines community goals and aspirations in terms of community development. The result is called a comprehensive plan, general plan, or master plan, which express and regulate public policies on transportation, utilities, land use, recreation, and housing. Comprehensive plans typically encompass large geographical areas, a broad range of topics, and cover a long-term time horizon. The term comprehensive planning is most often used by urban planners in the United States.

During early 2021, the Richland County Board of Supervisors participated in four strategic planning conversations, facilitated by the Southwestern Wisconsin Regional Planning Commission (SWWRPC). Due to the COVID-19 pandemic, all meetings were held via Zoom. Meetings were open to the public, and invitees included all 21 members of the Board of Supervisors and the County Administrator.

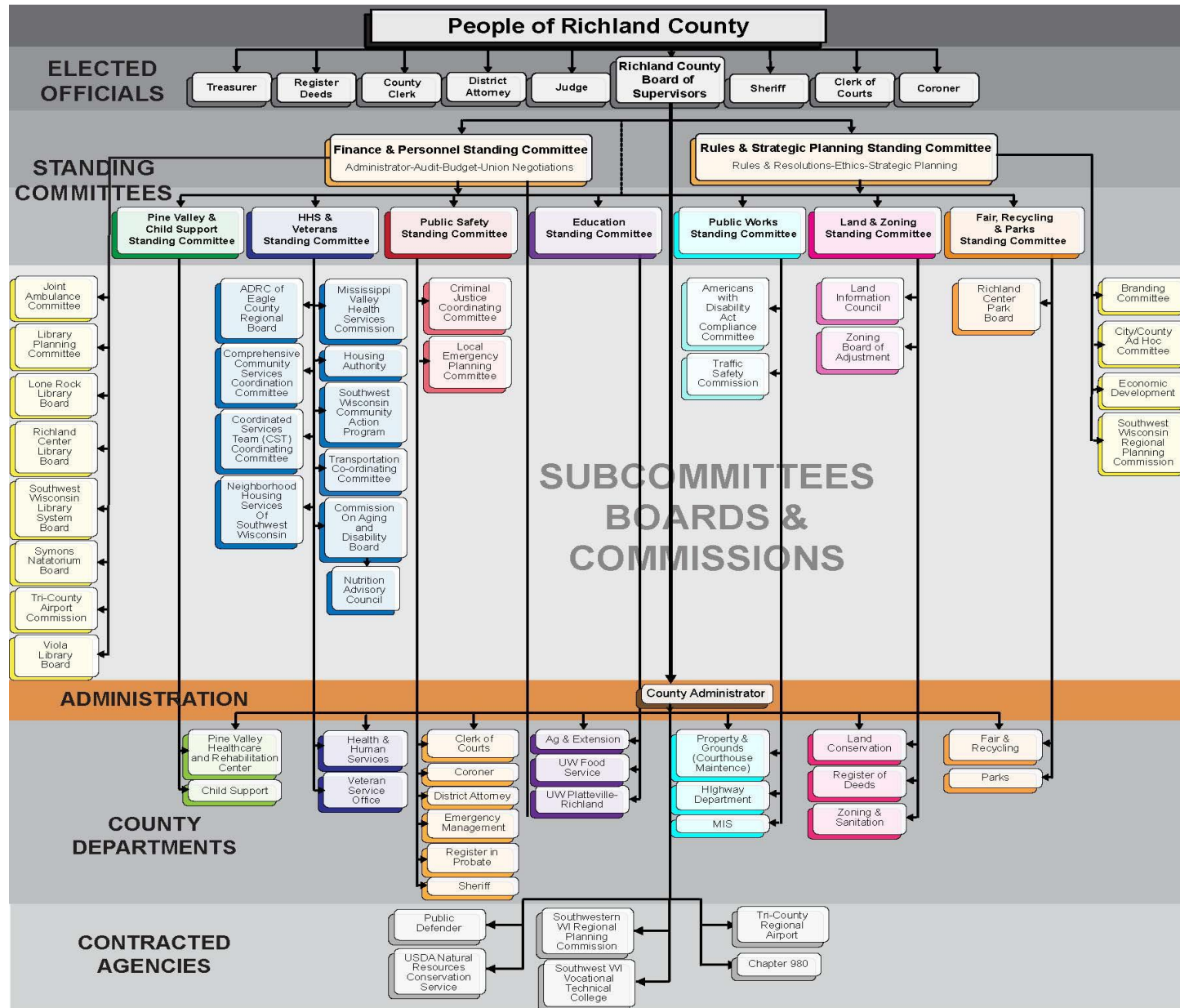
The schedule and topics were as follows:

- January 27 – Core values, stakeholders, mission, and vision
- February 10 – Strength, Weakness, Opportunities and Threats (SWOT) and Political, Economical, Social and Technological (PEST) analyses and development of strategic initiatives
- February 24 – Organizational capability and goal development
- March 10 – Capital facility investments and plan implementation

SWWRPC also conducted one-on-one interviews with individuals who provided additional input into county issues. Citizen and municipal insight was also acquired through community planning work running concurrent to the strategic planning process. All materials for these meetings are retained in the SWWRPC office and available upon request.



Figure 1. Organizational Chart of Richland County Administration and Government



## Strategic Priorities

The following strategic priorities will address the challenges identified in this plan, and form the basis for recommended actions.

- **Effectiveness** – Implement operational efficiencies to reduce the costs and free up revenue.
- **Growth** – Work to increase the county’s population and tax base fund services in a balanced manner. Richland County must find a balance between infrastructure, workforce, housing, and population.
- **Focus** – Evaluate, prioritize, and scale back or eliminate discretionary services in order to focus resources on providing services with sustainable revenue or which generate measurable community wealth.
- **Improvement** – Create a culture of continual improvement to sustain progress.

## Framework for Decision-Making

The county will have to make several hard decisions in the coming years, and it’s beyond the ability of this document to detail each step in that process. However, it will serve as a guide during the decision-making process. Prioritizing future investments should be informed by the following criteria.

### Core Values

The county’s practices must be tethered to its principles if it is to have some coherent strategy moving forward. Core values form the basis for decisions, since they bind decision-makers to their decisions. The board intends to make decisions that plant seeds of success for the future. The County Board provided the following core values during the planning process:

**Integrity** – Engage in county work with honesty and transparency in all proceedings. Meet commitments. Value the multitude of experiences on the board and the diversity of opinions this brings to decision-making.

**Public Service** – Serve the county professionally and with competence. Be efficient and objective in decision-making. Focus on doing work that is relevant to both current and future generations of county residents.

**Accountability** – Assume ownership of decisions. Be diligent and follow-through on projects. Be responsive to the needs of county residents as a whole, while recognizing the intrinsic value of every person.

**Open-minded** – Govern in a collaborative manner, unbiased by personal interest. Listen to the needs of residents, while being aware of future demands on county services

## Mission and Vision for County Government

**Mission:** Richland County will think strategically and anticipate the future, ensuring that the decisions made today will have lasting value and provide fiscal solvency. The needs of individuals will be respected while recognizing responsibility to the community as a whole.

**Vision:** Richland County will be a leader for resilient rural counties and a place where people love life, enjoy work, and are empowered to raise thriving families.

## Focus

The defining problem for the Richland County Board of Supervisors is the need to choose which services and enterprises it will financially support. Continuing inherited practices and commitments challenge the ability to plan for future commitments and needs. The county must focus its efforts on the needs of the future.

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*"The essence of strategy is choosing what not to do."*

- Michael Porter, "What is Strategy?"

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The current challenge stems from several factors including:

- Stagnating population growth, evidence for which is found in census data, population projections, school enrollment trends, and reports on the county's bond rating (Appendix B).
- State-imposed levy and debt limits.
- Inherited contractual agreements and investments for discretionary enterprises and services.

## The "Business" of the County

The primary causes of the county's financial issues stem from an inability make hard choices and focus its efforts through intentional action. It must choose which discretionary services to abandon, while simultaneously investing in community and economic development efforts to grow its population, community wealth and tax base.

Failure to focus will result in budget deficits, inability to pay competitive wages, and deferred maintenance of critical functions and facilities.

In addition to its statutory function, Richland County is currently in the "business" of Tri-county Airport, Symons, Pine Valley and UW Platteville-Richland etc. by way of its support or ownership of facilities used in these sectors. Maintenance debt services expenditures associated with discretionary enterprises compete for the same levy funding as statutorily required services, and impact the county's ability to fully fund its core operations.

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*"At the core, strategy is about focus, and most complex organizations don't focus their resources. Instead, they pursue multiple goals at once, not concentrating enough resources to achieve a breakthrough in any one of them"*

## Considerations

When facing difficult decisions, the county will answer the following questions to prioritize investments:

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- Richard Rumelt, [Good Strategy/Bad Strategy](#)

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- For each discretionary enterprise, ask the question: *If we weren't already doing this, would we start doing it today?*
- What action or objective is within the county's *sphere of control*?
- What is the next *proximate advantage* that will allow the county to make progress towards a larger goal?
- What is the *economic return to the tax payer* associated with this project?
  - What is the full life cycle cost?
- What is the *social or public good* associated with this project, and *would it cease to exist* if funding was cut?
- Are services able to be effectively *provided by another* party or organization?
- *Is the service we're providing mandated*, and if so, *is the means of service provision mandated*? If the means of service provision is not mandated, *is there a more effective way of providing the service*?
- Is the project *a lever for creation of additional value or resources*, or *an impediment to service and innovation*?
- How might the county *premeditate actions of other parties* in order to improve its position?
- For discretionary enterprises, *are both the operational and capital outlays affordable over the next 10 years*?

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LAST UPDATE: [4 May 2022 DRAFT] Administration will work with the Strategic Planning on Completion of the work plan.

## STRATEGIC PRIORITY: EFFECTIVENESS

STRATEGY	TACTIC / ACTION	RESPONSIBLE PARTY	PERFORMANCE METRIC	PERFORMANCE TARGET	START DATE	END DATE (if applicable)	ESTIMATED FINANCIAL COST/SAVINGS	STATUS
Streamline Organizational Structure	Centralize common county-wide processes and systems under the County Administrator	County Administrator	Report completed to inform decision to proceed with modeling and costing.	Annual Report that identifies count-wide systems, ability and feasibility to centralize, completed centralization.	2024	N/A	TBD - Ongoing.	Prelim
	Create a finance, HR, and maintenance department.	County Administrator	Result of decision made in item 1.	Standup of Finance, HR and Maintenance Departments with independent budgets.	TBD by \$	N/A	TBD - by model	Prelim
	Create easy to read budget that allows easier tracking	County Administrator/Financial Officer	Presentation of a budget packet with explanation narratives	Budget packet that identifies: financial situation, budget goals, significant changes	2023	N/A	TBD - additional administration and staff time	Prelim
	Create county-wide organizational chart	Admin Assistant	Chart Completed	Completed, published and updated	continue	N/A	TBD- Reduced Per Diem w/ desires of more education.	17-May-22
	Improve the county's <b>procurement</b> process to be consistent county-wide. Maximize procurement rewards or benefits and identify joint procurement opportunities across departments or with other organizations.	Administrator	Adopted purchasing policy	""	2023	N/A	TBD	Prelim
	Create a SOP for MIS review that includes system continuity, <b>procuring</b> , aligning systems, writing grants and re-occurring costs	MIS / Administrator	SOP Completed	Aligns with Purchasing Policy	2023	N/A	TBD	Prelim
	Purchase a payroll program that is uniform for employees across all departments or enterprises. Create working group to evaluate needs of departments to be sure new system will be capable of doing what is needed.	County Administrator/Finance Officer	Work group created, report containing needs written.	Report of project analysis, course of action development, and recommendation approaching 2030	2026	N/A	TBD	Prelim
	Write a comprehensive plan	Rule and Strategic Planning Committee	Plan adopted	Review existing comprehensive plan, determine scope, establish process and goals.	2024	N/A	TBD	Prelim
	Land Conservation Committee will research how other counties have combined Land Conservation with various other departments (e.g. Zoning, Land Information, Waste and Recycling) and prepare a report to be presented to County Administration.	Land and Zoning Committee	Report completed.	Report of project analysis, courses of action development, and recommendation for NLT 2024 budget.	2022	N/A	TBD	Prelim
Improve Financial Practices	Improve the county's bond rating by targeting improvement opportunities identified in Moody's Rating Action of February 2020 and Rating Change of March 2018	Administrator	Maintain the existing Investment Grade rating for the county's general obligation debt, with improvement from A3 across a 5-year period	A2 Rating by 2025	2025	N/A	TBD- on future bond sales and interest rates	Prelim
	Create budget narratives summarizing how new initiatives or improvements implement the Strategic Plan	Administrator	Achieve and maintain a general fund balance equal to 25% of annual operating expenses	Set target for 2022, 2023, 2024	2022	N/A	TBD	Dev
	Define value that could be added with 20% <i>more</i> funding, or lost due to a 20% <i>reduction</i> in funding	Department Heads	Achieve and maintain a general fund balance equal to 25% of annual operating expenses	Set target for 2022, 2023, 2024	2022	N/A	TBD	Dev
	Identify cuts that would not impact strategic planning goals or mandated services	Department Heads	Achieve and maintain a general fund balance equal to 25% of annual operating expenses	Set target for 2022, 2023, 2024	2022	N/A	TBD	Dev
	Identify how departments would respond to unexpected cuts or events	Department Heads	Achieve and maintain a general fund balance equal to 25% of annual operating expenses	Set target for 2022, 2023, 2024	2022	N/A	TBD	Dev
	Develop a capital improvement plan inclusive of facilities, roads, and equipment	Administrator	Project implemented	Adopted Capital Improvement Program by the Richland County Board	Jul-22	N/A	TBD - Based on financial decisions taken by the Board	Prelim
	Analyze the county's indirect rate to capture highest possible amount of grant funding, and establish a metric for productivity and efficiency	Finance Officer working with (Consultant) Maximus	Increase non-tax revenue as a portion of overall revenue through grants and fees	Development of indirect rate by 2023. Maintain steady rate or lower annually	2023	N/A	TBD	Prelim
	Produce annual list of grants applied for and received across all departments during budget process	Administrator	Report compiled		2024	N/A	TBD	Prelim
	Investigate the need for a Public Health review of financial decisions to recognize what, if any, the public health implications will be from decisions (e.g. well water study being cut)	Assigned DH Team	Recommendation made	May arrive with added formatting to County Board Resolutions and Ordinance Process	2024	N/A	TBD	Prelim
	Increase discretionary and variable revenue source (evaluate fines and fees, grants, state funds etc.) as a portion of the overall budget	Assigned DH Team	Develop baseline date for 2022	Develop baseline data, and set metrics for annual improvement	2023	N/A	TBD	Prelim
Increase Coordination	Engage in joint <b>procurement</b> materials and equipment whenever possible	Administrator	Develop list of materials for joint procurement		2023	N/A	TBD	Prelim
	Engage in decision making that considers environmental impacts. (see list of ideas)	Assigned DH Team	Develop policy for implementing environmental stewardship and resilience when evaluating purchases and procedures.	May arrive with added formatting to County Board Resolutions and Ordinance Process	2024	N/A	TBD	Prelim
	Engage in joint contracting for capital projects to find savings resulting from reduced mobilization fees, increased competitive bidding, (e.g. county highway with townships/city for roads)	Administrator	Develop list of projects for joint contracting		2024	N/A	TBD	Prelim
	Create additional and modern methods to communicate events and initiatives, and to generate direct input from the community. This could include community engagement via a new website or a social media presence	Assigned DH Team	Investigate and cost a new county website that coordinates with townships/city.	Recommendation on solutions and possible policy	2024	N/A	TBD	Prelim
	Coordinate community develop and land use decision-making in Richland Center among institutional partners such as Richland County, Richland Center, Richland Hospital, and Richland Local School District	Rules and Strategic Planning Committee	Creation of a land use planning working group incorporating these organizations	May change structure document to incorporated into existing "City-County Committee"	2022	N/A	TBD	Prelim
	Obtaining market value for employee wages as determined through the county's 2018 wage study	Administrator	Meet the 2018 salary schedule commitments for county staff.	Market Value wages met by 2025	2025	N/A	TBD	Prelim
	Monitor the compensation and classification system for all positions to ensure positions remain market-competitive	Administrator	Project Implemented	Market Value wages met by 2025	ongoing	N/A	TBD	ongoing

OPERATIONS

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Improve employee pay and HR policies	Improve compensation package (e.g. pay, benefit, or time-off) annually.	Administrator	Project Implemented	Annual Pay Raises built in budgets, compensation policy to define progression	2023	ongoing	TBD	ongoing
	Develop a uniform performance evaluation process that includes annual reviews, 6-month check-ins, and exit interviews	Administrator	Develop baseline data on turnover, identify reasons for turnover, and reduce annual non-retirement and non-termination turnover	Set metric for annual turnover and targeted reduction if needed	2023	N/A	TBD	Dev
	Develop a uniform set of human resources policies and procedures to improve transparency and accountability throughout the organization, including an update to the employee handbook and other related documents	Administrator	Project Implemented	Reoccurring reviews of HR policies and recommendations for revision to meet goals set by the strategic plan	ongoing	N/A	TBD	Dev

OPERATIONS

STRATEGIC PRIORITY: GROWTH								
STRATEGY	TACTIC / ACTION	RESPONSIBLE PARTY	PERFORMANCE METRIC	PERFORMANCE TARGET	START DATE	END DATE (if applicable)	ESTIMATED FINANCIAL COST	STATUS
Maintain investment in workforce and community development	Prioritize new home construction, and development of incentives or programs to attract developers using a balanced approach.	Economic Development Director	Year-over-year growth in new housing tied to county incentives/programs.	2022 - incentives defined 2023 - 5-15 new homes developed as a result of county engagement; policy or ordinance development	2023	TBD	TBD	Prelim
	Support workforce development initiatives directed at attracting new residents	RED Committee	Participate in Branding, EDA grant, RED- review quarterly	Aligns with housing goals	2023	TBD	TBD	Prelim
	Support and invest in broadband expansion throughout the county	Administrator and Finance and Personnel	Increase the number of county residents with high-speed Internet	Annual growth in residents with Broadband Internet	ongoing	TBD	TBE	Dev
	Identify financially sustainable use options for the UW Richland campus	Education Standing Committee with Admin Support	Developed courses of actions that address funding, footprint and changes in existing agreement with UW	Plan adopted in 2023 for future building and grounds use, and partnership/occupations for 2024	2023	TBD	TBE	Dev
	Evaluate financial sustainability of all non-mandated services	Administrator /Department Heads	Develop a policy for evaluation of net benefit.	Sustainability of non-mandated services will be addressed in financial plan	2022	TBD	TBE	Dev
	Continue to invest in community and economic development partnerships with a demonstrated return-on-investment	Administrator, ED Director and Finance and Personnel	Request annual return on investment reports from funded partners, and monitor to ensure ROI is steady or growing across multiple year periods	Annual delivery of ROI reports by funded partners. Annual steady ROI or ROI growth.	ongoing	TBD	TBE	Dev
Support business attraction and retention	Develop a portfolio of incentives to support business growth	RED	Develop list of potential incentives		2023	TBD	TBE	Dev
	Identify priority areas in the county for future industrial, commercial, or residential development	RED/Strategic Planning	Comprehensive Plan/Map created		2023	TBD	TBE	Dev
	Identify future land uses for county or municipal-owned land informed by economic opportunities and environmental constraints	RED	Comprehensive Plan/Map created		2023	TBD	TBE	Dev
Improve county identity and marketing	Collaborate with county partners in the development of a distinctive brand for Richland County that will serve to build a sense of identity and pride, and help attract new residents and tourists	Economic Development Director	Create a distinct Richland County brand and marketing platform targeted at tourists and workforce	Branding completed by 2022	2022	ongoing	Paid through EAD Grant	17-May-22
	Create a new website that improve the county's digital presence, and serves both an effective governmental function as well as serving as an attractive "front door" to the world for new businesses, residents, and tourists looking to discover the county	Administrator	Create a new website	Website creation by 2023	2024	N/A	\$30,000 to \$60,000	Prelim
	Capitalize on the county's natural beauty and recreational opportunities through the investment and marketing of county parks, campgrounds, and recreational opportunities	Administrator and Finance and Personnel	Develop or update the county's outdoor recreation plan to guide investment and enable recreation grants	Plan updated by 2022	ongoing	TBD	TBE	Dev
STRATEGIC PRIORITY: FOCUS								
STRATEGY	TACTIC / ACTION	RESPONSIBLE PARTY	PERFORMANCE METRIC	PERFORMANCE TARGET	START DATE	END DATE (if applicable)	ESTIMATED FINANCIAL COST	STATUS
Prioritize service over staffing	For each unmet existing service or new service being proposed, evaluate staffing needs using the following analysis: Buy, Build, Borrow, Bridge, Stop, Compare	Administrator /Department Heads	Develop process.	Report on analysis conducted, changes made in structure and impacts to services	ongoing	TBD	TBE	Dev
	Explore opportunities to share or contract staffing services	Administrator /Department Heads		Report on analysis conducted, changes made in structure and impacts to services	ongoing	TBD	TBE	Dev

STRATEGIC PRIORITY: IMPROVEMENT								
STRATEGY	TACTIC / ACTION	RESPONSIBLE PARTY	PERFORMANCE METRIC	PERFORMANCE TARGET	START DATE	END DATE (if applicable)	ESTIMATED FINANCIAL COST	STATUS
Develop a culture of support for employees	Celebrate success and the professional and personal achievements of employees. Recognize new hires, retirements, and year-of-service milestones. Build a culture that supports and celebrates its people	Assigned DH Team	Develop parameters for this process, empower staff to lead	Policy Development	2023	N/A	TBD	Prelim
	Increase vacation time for new employees	Administrator	Increased vacation for new employees	2022 - research practices, develop and implement vacation policy 2023 - vacation policy implemented	2023	N/A	TBD - Lost production and possible O/T	Prelim
	Evaluate flexible work schedules	Assigned DH Team	Flexible work policy implemented	2022-2023 - research practices, develop and implement flexible work policy 2024 - flexible work policy implemented	2023	N/A	TBD	Prelim
	Enable and empower departments to develop celebratory or team-building events. Day-long departmental retreats or other benefits can help build culture at a minimal expense	Assigned DH Team	Develop parameters for departmental budgets. Submit with 2022 budget		2023	N/A	TBD	Prelim
	Create a total benefits program for employees that highlights total compensation and investment of the county in its employees, inclusive of salary, fringe benefits, wellness, and professional development	Administrator	Process implemented	Publication of an annual statements	2023	N/A	TBD	Prelim
	Encourage employee attendance and/or participation in professional development when appropriate.	Administrator	Project Implemented	Procedures set up in 2022. Draft in 2023. Implemented by 2024. Policy Development	2024	N/A	TBD	Prelim
Improve Transparency of County Meetings	Evaluate the adoption of iPads for use by Committees and boards, with folders for all meetings	MIS Director	Report on feasibility and financing	Developed to incorporate as a consideration in the budget	2023	N/A	TBD	Prelim
	Evaluate the addition of meeting materials for all meetings on the county website	MIS Director	Report on feasibility and financing	Developed to incorporate as a consideration in the budget	2023	N/A	TBD	Prelim
	Evaluate the development of a Listserv to automatically send agendas to the public and interested parties on a subscription basis. Investigate potential to incorporate this function during the development of the new website.	MIS Director	Report on feasibility and financing	Developed to incorporate as a consideration in the budget	2023	N/A	TBD	Prelim
	Evaluate the addition of recordings from county board and committee meetings on the website	MIS Director	Report on feasibility and financing	Developed to incorporate as a consideration in the budget	2023	N/A	TBD	Prelim
Invest in education of County Board Supervisors	Creation of a mentor program partnering tenured Supervisors with new Supervisors	Vice Chair	Process Implemented	Future Policy or Ordinance Change	2024	N/A	TBD	Prelim
	Hold informal meetings with outgoing Supervisors and their successors to facilitate knowledge transfer	Vice Chair	Process Implemented	Future Policy or Ordinance Change	2024	N/A	TBD	Prelim
	Fund new Supervisors' attendance at annual Wisconsin Counties Association training or conferences	Administrator and Finance and Personnel	Process Implemented	Fund the County Board Budget to accommodate for training desires	ongoing	TBD	TBD	Dev
	Create an on-boarding folder summarizing expectations for supervisors	Administration	Project implemented	Created and accessible	2022	N/A	Admin time and time of Corporation Counsel	22-Apr-22
	Support the attendance by new Supervisors at major Committee meetings, such as attending Finance Committee meetings during the annual budget development process. Create a mechanism to share agendas with all County Board Supervisors in order to facilitate this	Administration	Process explained and supervisors invited and empowered	New supervisor orientation, monthly meeting calendar tracker, posted agendas, announcements at county board.	2022	N/A	Minimal admin time	ongoing
	RED Presentation to Board about what it means to develop community from holistic standpoint (economic proficiency, community wealth and health). Partner with regional economic board presentation - SWWRPC.	Economic Development Director	Presentation offered to new board members	Gain approval from chair to present at a County Board Meeting	2022	N/A	TBD	Prelim
	Support cross-training, collaboration, and peer learning between County Board Supervisors and their counter parts on the boards of outside partners, such as peer county boards, Neighborhood Services of Southwest Wisconsin, Southwest Wisconsin Community Action Program, Southwestern Wisconsin Regional Planning Commission, and the Southwest Wisconsin Workforce Development Board	Administrator and Finance and Personnel	Process explained and supervisors invited and empowered	Fund the County Board Budget to accommodate for training desires	ongoing	TBD	TBD	Dev
	Conduct annual on-going training covering basic concepts of local government, such as the role of counties, county government finances, the role of county boards, elections, and departmental work	Administration	Process implemented	2022 - establish training schedule 2023 - Begin implementing training	2023	TBD	TBD	Dev
Deepen staff training in leadership and management	Sponsor department head training targeted at leadership and management, including Lean process training or UW Continuing Education certifications in Public Management or Human Resources	Assigned DH Team	Process implemented	2022 - Identify department heads looking for training, build into 2023 budget - policy development	2023	TBD	TBD	Dev
	Educate employees on how government works and the need for teamwork and partnership within county departments	Assigned DH Team	Evaluate options and feasibility on process.	Analysis, Course of Action development, recommendations with policy development	2023	TBD	TBD	Dev
	Create a culture of sharing information and learning from peer counties	Administration	Evaluate options and feasibility on process.	Guidance Letter and part of annual evaluation process	2023	TBD	TBD	Dev
	Ensure conference attendance and professional development is aligned with the goals of the Strategic Plan (bring back information to share/educate other employees)	Department Heads	Process implemented	2022 - Build this review into annual performance evaluations, updating evaluation forms as needed and establishing procedures for evaluations if they don't exist.	2023	TBD	TBD	Dev
	On-going training or education targeted at the evaluation, adoption, and implementation of new technology to improve operational efficiency	Department Heads	Evaluate options and feasibility on process.	Policy Change to Evaluation From and Policy	2023	TBD	TBD	Dev
	Investigate options for diversity, equity & inclusion training and make recommendation	Assigned DH Team	Look in to how other county/state agencies are offering this training and cost.	Analysis, Course of Action development, recommendations with policy development	2023	TBD	TBD	Dev



## Richland County Rules & Strategic Planning Standing Committee

### Agenda Item Cover

**Agenda Item Name:** Committee financial oversight

<b>Department</b>	County Board	<b>Presented By:</b>	Shaun Murphy-Lopez
<b>Date of Meeting:</b>	5/5/22	<b>Action Needed:</b>	None
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	<a href="#">B3</a>
<b>Date submitted:</b>	5/4/22	<b>Referred by:</b>	None

#### **Recommendation and/or action language:**

Motion to recommend to the County Board amending the Body Structure document to require a minimum quarterly report on expenditures by departments to their oversight committee.

Motion to refer to the Finance & Personnel Committee a recommendation amending the Administrative Manual to clarify financial monitoring practices by oversight committees.

#### **Background:**

The [Body Structure document](#) does not currently require committees to approve monthly expenditures for their departments. However, the Administrative Manual has the following language:

#### ***XI. PROCEDURES FOR APPROVAL OF EXPENDITURES AND USE OF PERSONAL CREDIT CARDS***

*For those department heads who have regularly-scheduled oversight committee meetings, it is his/her responsibility to provide the oversight committee with documentation of expenditures for approval. Approval of expenditures must be a part of the monthly agenda. For those departments which have less frequent committee meetings, a semi-annual review of the budget and expenditures is required.*

*The County's voucher system is the approved process for making expenditures for the County. Use of personal credit cards is not an approved method for County expenditures and their use is discouraged. Prior approval must be obtained to use a personal credit card for County expenditures.*

In practice, the following expenditure and budget activities were occurring under oversight committees as of 2021:



# Richland County Rules & Strategic Planning Standing Committee

## Agenda Item Cover

Committee/Board/Commission	Approves Monthly Bills?	Notes	Monitors Annual Budget of Reporting Department/s?	Notes
Agriculture & Extension Education	Yes		No	
Child Support	Yes		No	
Emergency Management	No		No	
Fair & Recycling	Yes		No	
Finance & Personnel	No		No	
Health & Human Services	No	Board reviews vouchers between \$2k and \$10k	Yes	
Highway	Yes	Bills referred to as vouchers	No	
Joint Ambulance	Yes	Only quarterly	No	Review expenses only
Land Conservation	Yes		No	
Law Enforcement and Judiciary	Yes	Approves Sheriff's invoices	Yes	All departments except Coroner
Parks	Yes		No	
Pine Valley	Yes	Bills referred to as vouchers	Yes	Accts receivable, cash receipts, cash balance, revenues
Property	No		No	
Symons	Yes		Yes	
UW-Platteville Richland	Yes	Maintenance, not Food Service	Yes	Maintenance + Food Service
Veterans Service	No		Yes	
Zoning and Land Information	Yes		No	

In January 2022, the Rules & Resolutions Committee recommended a change to the Body Structure document which added a requirement for committees to, “monitor the actual vs. proposed annual budget in funds managed by their departments on a minimum quarterly basis.” The intent was to increase the level of accountability regarding departmental budget performance. This change was incorporated into the Body Structure document at the March 30<sup>th</sup>, 2022 County Board meeting.

Currently all bills are paid for through the Treasurer and Clerk/Administrator’s office. The Audit Committee and oversight committees review expenditures, but oftentimes these expenditures have been paid by administrative staff before Audit Committee or oversight committee approval. Over time the practices have been carried out more for transparency’s sake, and less for approval’s sake. The following two changes **in red** are intended to bring greater consistency to all committees, reduce busy work on committee agendas, and keep budget transparency intact:

1. Refer a recommendation to the Finance & Personnel Committee to amend language in the Administrative Manual as follows:

### ***XI. PROCEDURES FOR APPROVAL OF EXPENDITURES AND USE OF PERSONAL CREDIT CARDS***

*For those department heads who have regularly-scheduled oversight committee meetings, it is his/her responsibility to provide the oversight committee with **minimum quarterly reports on actual vs. approved annual budget in funds managed by their department, as well as a list of expenditures.** ~~documentation of expenditures for approval. Approval of expenditures must be a part of the monthly agenda. For those departments which have less frequent committee meetings, a semi-annual review of the budget and expenditures is required.~~*

*The County’s voucher system is the approved process for making expenditures for the County. Use of personal credit cards is not an approved method for County expenditures and their use is discouraged. Prior approval must be obtained to use a personal credit card for County expenditures.*

## Richland County Rules & Strategic Planning Standing Committee

### Agenda Item Cover

2. Amend the Body Structure document with the following:
  - a. Under **Joint Ambulance Committee**, letter C, “Monitor the actual vs. approved annual budget in funds managed by the Ambulance Department, including review of expenditures, on a minimum quarterly basis.”
  - b. Under the **Education Standing Committee**, letter B, “Monitors the actual vs. proposed annual budget in funds managed by the Agriculture & UW- Extension, UW-Platteville Richland Maintenance, and UW-Platteville Richland Food Services Departments, including review of expenditures, on a minimum quarterly basis.
  - c. Under the **Fair, Recycling, and Parks Standing Committee**, insert a new letter with the following text, “Monitors the actual vs. proposed annual budget in funds managed by the Fair, Recycling, and Parks Departments, including review of expenditures, on a minimum quarterly basis.”
  - d. Under **Finance & Personnel Standing Committee**, letter C, “Monitor the actual vs. approved annual budget in funds managed by the Administrator, County Board, Clerk, and Treasurer Departments, including review of expenditures, on a minimum quarterly basis.”
  - e. Under **Health and Human Services and Veterans Standing Committee**, letter C, “Monitor the actual vs. approved annual budget in funds managed by the Health & Human Services and Veterans Departments, including review of expenditures, on a minimum quarterly basis.”
  - f. Under **Land and Zoning Standing Committee**, letter C, “Monitor the actual vs. approved annual budget in funds managed by the Register of Deeds, Land Conservation, and Zoning Departments, including review of expenditures, on a minimum quarterly basis.”
  - g. Under **Pine Valley & Child Support Standing Committee**, letter B, “Monitor the actual vs. approved annual budget in funds managed by the Pine Valley and Child Support Departments, including review of expenditures, on a minimum quarterly basis.”
  - h. Under **Public Safety Standing Committee**, letter B, “Monitor the actual vs. approved annual budget in funds managed by the Clerk of Circuit Court, Coroner, District Attorney, Emergency Management, Register in Probate, and Sheriff Departments, including review of expenditures, on a minimum quarterly basis.”
  - i. Under **Public Works Standing Committee**, letter B, “Monitor the actual vs. approved annual budget in funds managed by the Courthouse Maintenance, Highway, and Management Information System Departments, including review of expenditures, on a minimum quarterly basis.”
  - j. Under **Symons Natatorium Board**, letter E, “Monitor the actual vs. approved annual budget in funds managed by the Symons Department, including review of expenditures, on a minimum quarterly basis.”

**Richland County Rules & Strategic Planning Standing Committee**

**Agenda Item Cover**

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**Attachments and References:**

**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 checked="" type="checkbox"/>	No financial impact		

**Approval:**

**Review:**

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Department Head

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Administrator, or Elected Office (if applicable)

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## Richland County Committee

### Agenda Item Cover

**Agenda Item Name:** Body (committee) structure document amendments

<b>Department</b>	Administration	<b>Presented By:</b>	Assistant
<b>Date of Meeting:</b>	06 May, 2022	<b>Action Needed:</b>	Vote
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	Structure C
<b>Date submitted:</b>	05 May, 2022	<b>Referred by:</b>	
<b>Action needed by no later than (date)</b>	N/A	<b>Resolution</b>	Resolution

**Recommendation and/or action language:**

1. Motion ... approve changes to the structure document (regarding the Land and Zoning Committee, Health and Human Services and Veterans, and ADA Committee) and recommend resolution to the Richland County Board for adoption at their May 17<sup>th</sup> meeting.

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

(Please reference attachment 10a)

Administration is recommending the following amendments to the committee structure document to ensure compliance with statute and federal code:

1. ADA Committee Compliance — Adding the Vice Chair and two board members
2. Health and Human Services and Veterans Standing Committee — Identifying the two citizen-veterans' members as non-voting for items specific to the Board of Health.
3. Land and Zoning Standing Committee — adding notes of federal code/guidance for FAS to not provide membership (conflicts with state statute)

**Attachments and References:**

10a Draft Changes to the Structure Document	

**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		

**Richland County Committee**

**Agenda Item Cover**

<input checked="" type="checkbox"/>	No financial impact
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*(summary of current and future impacts)*

No foreseeable financial impacts

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**Approval:**

**Review:**

*Clinton Langreck*

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Department Head  
applicable)

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Administrator, or Elected Office (if

## Richland County Rules & Strategic Planning Standing Committee

### Agenda Item Cover

**Agenda Item Name:** Body (committee) structure document amendments: ADA compliance committee

<b>Department</b>	County Board and Administrator	<b>Presented By:</b>	Shaun Murphy-Lopez
<b>Date of Meeting:</b>	5/5/22	<b>Action Needed:</b>	None
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	<a href="#">B3</a>
<b>Date submitted:</b>	5/4/22	<b>Referred by:</b>	None

#### Recommendation and/or action language:

Motion to recommend to the County Board amending the Body Structure document to make changes to the ADA Compliance Committee.

#### Background:

The [Body Structure document](#) currently requires the County Board Chair to serve on the ADA Compliance Committee. However, Chair Brewer does not desire participation on this committee. Therefore, the following change is recommended:

#### ***AMERICANS WITH DISABILITY ACT COMPLIANCE COMMITTEE (reports to Public Works Standing Committee)***

*A. 7 members composed as follows:*

- 1. ~~the County Board Chair;~~*
- 2. the Vice Chair of the County Board;*
- 3. ~~two~~ one Supervisor~~s~~;*
- 4. one disabled individual;*
- 5. a representative from the business or non-profit community;*
- 6. a representative from education;*
- 7. a representative from the medical/health profession.*

*B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.*

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#### Attachments and References:

#### 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		

**Richland County Rules & Strategic Planning Standing Committee**

**Agenda Item Cover**

<input checked="" type="checkbox"/>	No financial impact
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**Approval:**

**Review:**

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Department Head

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Administrator, or Elected Office (if applicable)

# **RICHLAND COUNTY BOARD BODY STRUCTURE**

(Amended March 30, 2022)

## **ADRC OF EAGLE COUNTRY REGIONAL BOARD**

*(reports to HHS & Veterans Standing Committee)*

- A. Outside board that oversees the regional ADRC, administered by Juneau County.
- B. One County Board supervisor from the HHS & Veterans Standing committee shall be recommended for appointment by the County Board Chair, with confirmation by the County Board.

## **(COMMISSION ON) AGING AND DISABILITY BOARD**

*(reports to HHS & Veterans Standing Committee)*

- A. This committee shall consist of eleven members as follows:
  - 1. At least 51% of the members shall be at least 60 years old;
  - 2. At least 2 members representing adults with disabilities;
  - 3. At least 1 member representing adults challenged by mental health and/or substance abuse disorders;
  - 4. At least 1 member representing disabled youth transitioning into adult services;
  - 5. At least 1 member representing service providers;
  - 6. At least 2 members shall be County Board Supervisors.
- B. 6 of the initial appointments shall be for 2 years and 5 shall be for 1 year. All subsequent appointments shall be for 2 years.
- C. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- D. The Commission on Aging and Disability is the citizen advisory body of the Richland County Aging and Disability Resource Center Unit and Health and Human Services Board in matters relating to those citizens over age 60 and those citizens over age 18 and under 60 who are disabled physically, developmentally, and/or challenged by mental health or substance abuse disabilities in Richland County. Wisconsin State Statute 46.82(4) covers the requirements and comply with the federal aging funding that the County receives.
- E. The Powers and Duties of the Commission on Aging and Disability are:
  - a. Advise the Aging and Disability Resource Center Unit on the development and implementation of the County Aging Plan and ADRC Service Plan.
  - b. Provide financial oversight for the Aging and Disability Resource Center Unit.
  - c. Ensure that the terms of the Aging and Disability Resource Center state/county/Area Agency on Aging contract are fulfilled.
  - d. Collect information on the needs of older adults and adults with disabilities and make recommendations to Aging and Disability Resource Center Unit Staff.
  - e. Monitor progress on implementation of the Aging and Disability Resource Center Unit Plan.



- f. Serve as an advisory group and approve a Community Options Plan for participation in the program and plan updates as they are made.
- g. Educate older people and adults with disabilities on issues of importance to them.
- h. Advocate for the rights of older people to the Area Agency on Aging – District I, Aging and Disability Resource Center Unit, Legislators and other elected officials of the County, State and Federal governments and to older populations.
- i. Advocate for the rights of adults with disabilities to the Aging and Disability Resource Center Unit, Legislators and other elected officials of the County, State and Federal governments and to adult populations.
- j. React to and comment on concerns transmitted from the Health and Human Services Board and Aging and Disability Resource Center Unit.
- k. Assure input from consumers, service providers, and local constituents in the general policies, procedures, practices, and goals of the Aging and Disability Resource Center Unit.
- l. Study specific problems facing elders and adults with disabilities and make recommendations to the County Board, Health and Human Services Board and Aging and Disability Resource Center Unit.
- m. Review and advise the Health and Human Services Board and Aging and Disability Resource Center Unit on budgetary and programmatic issues.
- n. Report to local adult and senior clubs and other adult and senior organizations on information and issues relevant to senior citizens and adults with disabilities.
- o. Serve on committees as needed.
- p. Attend regular Commission on Aging and Disability meetings.

**(JOINT) AMBULANCE COMMITTEE**

*(reports to Finance & Personnel Standing Committee)*

- A. 16 members, consisting of 1 from each of the 10 participating towns, 1 each from the Village of Boaz and the Village of Yuba, 1 from the City Council of the City of Richland Center and the Mayor, two County Board Supervisors (appointed by recommendation of the County Board Chair) ;
- B. Provide oversight and advice provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation of the County Ambulance Service.
- C. Monitor the actual vs. approved annual budget in funds managed by the Ambulance Department on a minimum quarterly basis.

**AMERICANS WITH DISABILITY ACT COMPLIANCE COMMITTEE** *(reports to Public Works Standing Committee)*

- A. 7 members composed as follows:
  - 1. the County Board Chair;
  - 2. the Vice Chair of the County Board;
  - 3. one Supervisor;
  - 4. one disabled individual;

5. a representative from the business or non-profit community;
  6. a representative from education;
  7. a representative from the medical/health profession.
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
  - C. The committee shall hear appeals from action taken by the Americans with Disability Coordinator.
  - D. Members shall be paid mileage and per diems for their attendance.
  - E. Maintain a written self-evaluation for approval by the County Board to ensure that the County's delivery of services and programs is in compliance with the Americans with Disabilities Act.
  - F. Administer and review the procedure for the filing of complaints under the Americans with Disabilities Act and develop a written self-evaluation for the purpose of bringing the County's hiring and appointment procedures into compliance with the Americans with Disabilities Act.
  - G. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding a facilities plan and a transition plan for approval by the County Board relative to bringing all County owned or operated buildings and facilities into compliance with the Americans with Disabilities Act.

## **BRANDING COMMITTEE**

*(reports to Rules & Strategic Planning Standing Committee)*

- A. This committee consists of 9 members being as follows:
  1. Two County Board members (one of whom will serve as chair)
  2. Two County Department heads
  3. Three community members
    - a. A high school student
    - b. A business sector representative
    - c. A representative of art
  4. Two village representatives
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. The committee will assist with the development of a County Branding Manual covering details of logos, motto, flag, branding elements for all road signage, vehicle signage, building signage, county department letterhead, business cards, and the website.
  1. Duties include:
    - a. To bring insight to the process from the people and profession they represent.
    - b. To help identify good process for public input.
    - c. To spread the news of this effort while speaking positively and supportively of the process.

- d. Provide insights on design elements but they themselves do not create, design, or dictate what the brand will be or tell the design consultant what to do.
- e. Provide a recommendation of a final County Branding Manual for adoption and implementation by the County Board.

## **CHAPTER 980**

*(reports to State of Wisconsin)*

When a court orders the county to prepare a report that identifies an appropriate residence option within the county for an individual committed as a sexually violent person who has been authorized for supervised release and is a Richland County Resident, the county shall create a temporary committee to prepare a report for the county. The committee shall consist of the following:

1. The county department under s. 51.42 (Health and Human Services);
2. A representative of the Department of Health Services;
3. A local probation or parole officer;
4. The county corporation counsel or his or her designee; and
5. A representative of the county that is responsible for land use planning or the department of the county that is responsible for land information.

Wisconsin State Statutes 980.08(4)(dm) covers the requirements of the Chapter 980 Committee and can be found at: [https://docs.legis.wisconsin.gov/document/statutes/980.08\(4\)\(dm\)](https://docs.legis.wisconsin.gov/document/statutes/980.08(4)(dm)) .

## **CITIZEN PARTICIPATION PLANNING COMMITTEE**

*(reports to the Finance & Personnel Standing Committee)*

- A. This committee is a legal requirement for the use of Community Block Development Grant (CDBG) funds to complete approved CDBG projects at the Richland Center Auditorium and in the Village of Lone Rock. This committee must exist until the projects are complete, which is anticipated to be the Fall of 2020.
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.

## **CITY COUNTY COMMITTEE**

*(reports to Rules & Strategic Planning Standing Committee)*

- A. This committee is a joint body of Richland County and the City of Richland Center that addresses issues of importance to both the County and City.
- B. Two members from the County Board consist of the County Board Chair and Vice Chair.

## **COMPREHENSIVE COMMUNITY SERVICES COORDINATION COMMITTEE**

*(reports to HHS & Veterans Standing Committee)*

1. Nine members.
2. The Committee shall consist of the following members:
  - a. 2 employees of the Richland County Department of Health and Human Services who are responsible for mental health and substance abuse services;
  - b. 1 service provider(s);

- c. 1 community mental health and substance abuse advocate(s);
  - d. 4 consumers;
  - e. 1 family members and interested citizens. At least one-third of the members of the Committee shall be consumers and no more than one-third of the members may be County employees or providers of mental health or substance abuse services.
3. Members recommended by the Administrator for appointment and confirmed by the County Board.
4. The duties of the Committee are:

Review and make recommendations regarding: the initial and any revised Comprehensive Community Services Plan; Comprehensive Community Services quality improvement plan; personnel policies and other policies, practices or information that the Community Services Program and protection of consumer rights. Wisconsin Administrative Code DHS 36.09 covers the requirements for this advisory committee to the CCS program (a Medicaid behavioral health program) and can be found at <https://docs.legis.wisconsin.gov/document/administrativecode/DHS%2036.09>.

- 5. The Committee shall meet at least quarterly.
- 6. Members shall serve 3-year staggered terms after serving a 2-year initial appointment.
- 7. All members, except County employees, shall be paid mileage and a per diem for their attendance.

#### **COORDINATED SERVICES TEAM (CST) COORDINATING COMMITTEE** (reports to HHS & Veterans Standing Committee)

- A. This committee covers two programs; the Coordinated Services Team (CST) Initiative and the Children's Community Options Program (CCOP). Wisconsin Statutes 46.56(3) covers the requirements for the CST Committee [\[https://docs.legis.wisconsin.gov/document/statutes/46.56\(3\)\]](https://docs.legis.wisconsin.gov/document/statutes/46.56(3)) and Wisconsin Statutes 46.272(4) which covers the Children's Community Options Program (CCOP) advisory committee [\[https://docs.legis.wisconsin.gov/document/statutes/46.272\(4\)\]](https://docs.legis.wisconsin.gov/document/statutes/46.272(4)).
- B. The Coordinated Services Team (CST) Coordinating Committee meets the requirements for CST and CCOP Programs.
- C. Members recommended by the Administrator for appointment and confirmed by the County Board, which shall include representatives from:
  - a. The county department responsible for child welfare and protection services or, for an initiative established by a tribe, the tribal agency responsible for child welfare and protection services.
  - b. The county department responsible for mental health and alcohol and drug abuse services for children and families or, for an initiative established by a tribe, the tribal agency responsible for these services.
  - c. The county department responsible for providing services for children who have developmental disability or, for an initiative established by a tribe, the tribal agency responsible for providing these services.
  - d. The juvenile court administrator or another representative appointed by the judge responsible for cases heard under chs. 48 and 938 or, for an initiative established by a tribe, a representative of the tribal court.
  - e. The largest school district in the county and any cooperative educational service agency, if it provides special education in the county, or any county children with disabilities education

board in the county, and any other school district in the county that is willing to participate in the initiative, at the discretion of the administering agency. For an initiative established by a tribe, the coordinating committee shall include a representative of the school district serving the majority of pupils who reside on the reservation of the tribe or on trust lands held for the tribe and any cooperative educational service agency providing special education services to these pupils.

- f. The agency responsible for economic support programs.
- g. The local health department.
- h. Persons in the service area who provide social or educational services to children who have disabilities other than the providers above.
- i. At least 2 parents, or the number that equals 25 percent of the coordinating committee's membership, whichever is greater, of children who are involved in 2 or more systems of care including: parents of children with disabilities including, if possible, parents from families that participate in the children's community options program. To the maximum extent possible, the parents shall be representative of the various disability, racial, and ethnic groups in the service area. The members specified under this subdivision shall constitute a majority of the membership of the committee.

## **CRIMINAL JUSTICE COORDINATING COMMITTEE**

*(reports to Public Safety Standing Committee)*

A. Thirteen members consisting of the following:

Circuit Court Judge

Director of the Department of Health and Human Services

District Attorney

Sheriff

Chief of Police of the City of Richland Center

One County Board Supervisor

Mayor of the City of Richland Center

Public Defender

Probation Agent

Director of Passages

Child Support Administrator

Clerk of Circuit Court

President of the Richland County Ministerial Association

B. Study the Richland County juvenile and criminal justice system; identify deficiencies and formulate policy, plans and programs for change; communicate and present planning, financial, operational, managerial and programmatic recommendations to the agencies which administer the juvenile and criminal justice system in Richland County; provide coordinated leadership necessary to establish cohesive policies which are based on research, evaluation and monitoring of policy decisions and program implementations for innovative corrections programs for adult and juvenile offenders; review, evaluate and make policy recommendations on vital criminal justice system

issues.

C. All members except the County Board Supervisor member may designate an alternate to attend a meeting or meetings of the Committee. The County Board Chair shall recommend the County Board Supervisor member for appointment, with confirmation by the County Board.

D. The term of all members shall be 6 years from January 1, 2017, and

E. The following members or their designees are entitled to be paid a per diem and mileage for their attendance at meetings of the Committee;

County Board Supervisor;

Mayor of the City of Richland Center;

Director of Passages;

President of the Richland County Ministerial Association.

## **ECONOMIC DEVELOPMENT**

*(reports to Rules & Strategic Planning Committee)*

An 11--member Board for Economic Development consisting of the three voting members including the County Board Chair, the Mayor of Richland Center and a representative of Southwest Partners. The duties of the Board are set forth in paragraphs 1 and 2 of an agreement between the City and County.

## **EDUCATION STANDING COMMITTEE**

A. 8 County Board Supervisor members recommended for appointment by the County Board Chair and confirmed by the County Board.

B. Monitors the actual vs. proposed annual budget in funds managed by the Agriculture & UW-Extension, UW-Platteville Richland Maintenance, and UW-Platteville Richland Food Services Departments on a minimum quarterly basis.

C. Functions as the Agriculture and Extension Education Committee in accordance with section 59.87, Wisconsin Statutes and as follows:

1. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) on the hiring of professionally qualified persons to the University Extension Program staff in cooperation with University Extension. Vacancies and additions to the staff shall be filed in the same manner.
2. To make available the necessary facilities and conduct programs in:
  - a. Professional and liberal education.
  - b. Human resources development.
  - c. Economic and environmental development.
  - d. Extension work provided for in an act of Congress and all acts supplementary thereto.
  - e. Any other extension work authorized by local, State or Federal legislation.
  - f. Examine and audit all claims arising under the Dog License Law, Chapter 174, Wisconsin Statutes.

D. Functions as the UW-Platteville Richland Committee as follows:

1. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation, maintenance of all county

buildings and land covered in the agreement with the University of Wisconsin Center System that the County is responsible for.

2. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation and maintenance of the Food Service System.
3. Promotes the campus as a higher education and cultural center for Richland County.

## **FAIR, RECYCLING, AND PARKS STANDING COMMITTEE**

- A. Ten members, four of whom shall be Supervisors and six of whom shall be citizen members. The Chair shall be a County Board Supervisor.
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. Working with the County Administrator and Finance & Personnel Standing Committee, recommend a staffing and volunteer plan for sustainable operation of the County Fair and Parks to be incorporated into the 2023 or 2024 budget.
- D. Acts as the Fair & Recycling Committee as follows:
  - a. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation, maintenance and use of the County Fairgrounds and buildings.
  - b. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding and control the operation of the annual County Fair.
  - c. Approve all fees recommended by the Fair & Recycling Coordinator relating to the use of the Fairgrounds, including entrance fees, rental fees, parking fees and all other fees or rental charges relating to the use of the Fairgrounds, for during the time of the County Fair and for all other times.
  - d. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding all security matters relating to the Fairgrounds.
  - e. Carry out all the duties assigned to counties as set forth in 1989 Wisconsin Act 335.
  - f. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the solid waste disposal and recycling needs of the citizens of Richland County.
  - g. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the Clean Sweep Programs to be carried out in Richland County.
- E. Acts as the Parks Commission as follows:
  - a. Term of seven (7) years, expiring in the month of June; County Board Supervisors' terms subject to reconfirmation by the County Board.
  - b. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the activities of the County Parks in accordance with Wisconsin State Statutes 27.02 through 27.06.

- c. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the development, operation and maintenance of the Lone Rock to Richland Center railroad corridor as a recreational trail.
- d. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding all security matters relating to County Parks.

## **FINANCE & PERSONNEL STANDING COMMITTEE**

- A. Nine members consisting of:
  - 1. The County Board Chair (who shall serve as Chair of the Finance & Personnel Standing Committee)
  - 2. The County Board Vice Chair (who shall serve as Vice Chair of the Finance & Personnel Standing Committee)
  - 3. Education Standing Committee (Designee by committee vote)
  - 4. Fair, Recycling, and Parks Standing Committee (Designee by committee vote)
  - 5. HHS & Veterans Standing Committee (Designee by committee vote)
  - 6. Land & Zoning Standing Committee (Designee by committee vote)
  - 7. Pine Valley & Child Support Standing Committee (Designee by committee vote)
  - 8. Public Safety Standing Committee (Designee by committee vote)
  - 9. Public Works Standing Committee (Designee by committee vote)
- B. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding all financial matters of the County Board for the purpose of keeping expenditures under control and within the budget adopted by the County Board, the Treasurer's recommendations for investment monies, and financial audits by outside auditors.
- C. Monitors the actual vs. proposed annual budget in funds managed by the Administrator, County Board, Clerk, and Treasurer Departments on a minimum quarterly basis.
- D. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) over the Administrator's recommendations for property, liability, and workers' compensation, liability and worker's compensation policies.
- E. Annually recommend a budget for the County for submission to the County Board for its approval at the annual meeting.
- F. This committee shall handle all matters relating to debt service issues.
- G. This committee shall initially consider all claims made against Richland County, except claims arising under the Dog License Law, Chapter 174, Wisconsin Statutes, and shall make a recommendation to the County Board as to how to dispose of each such claim.
- H. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding issues that arise out of the offices of the Administrator, County Clerk, Property Lister, and Treasurer.
- I. Sell all tax deed property in the manner prescribed by the Wisconsin Statutes and as deemed appropriate by the Committee and without further approval by the County Board.
- J. Administer the Revolving Loan Fund account in accordance with the procedures manual.



- K. Make fund transfers between budget lines within the budgets of individual departments or committees in the annual County budget.
- L. Recommend all proposals of lowering or raising the salary ranges, fixing the salaries, sick leave, vacation periods, holidays, working conditions, insurance for County employees, fringe benefits, deferred compensation program, family and medical leave, and leaves of absence shall be referred to the Committee only after consideration and recommendation by the concerned department head and committee. The Committee shall review and analyze such proposals and make such recommendations to the County Board as it determines appropriate.
- M. The committee shall from time to time provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding Job Analysis and Evaluations and a study of the table of operations, and if a change in any of the above is recommended, and said recommendation shall be submitted to the County Board for action.
- N. The committee shall, after recommendation by the concerned department head and committee, set working conditions, grant leaves of absence, grant promotions, settle grievances, and establish personnel rules, regulations and policy.
- O. The committee together with such professional assistance as may be provided by the Administrator, shall represent the County in collective bargaining and all other situations and procedures covered by section 111.70, Wisconsin Statutes, including the applications and interpretation of all collective bargaining agreements. The County Board shall have authority to approve or reject any and all agreements of any employee bargaining units.
- P. This committee shall provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) the amount of bonds of various county officers and employees.
- Q. This committee shall act as the Audit Committee providing oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) reports on all expense vouchers for the County Board of Supervisors and the various departments of the County, except for the Social Services Department, Pine Valley Healthcare and Highway Department for which the Audit Committee shall review the department summary sheets.

## **HEALTH AND HUMAN SERVICES AND VETERANS STANDING COMMITTEE**

- A. 11 members, 6 of whom shall be County Board Supervisors and 5 of whom to be non-Supervisors. The Chair shall be a County Board Supervisor.
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. Monitors the actual vs. proposed annual budget in funds managed by the Health & Human Services and Veterans Departments on a minimum quarterly basis.
- D. Acts as the Health & Human Services Board as follows:
  - a. Of 3 non-Supervisor members, 1 shall be a physician, 1 shall be a registered nurse and 1 shall be a consumer/family member receives or has received human services or shall be a family member of such an individual.
  - b. To provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding a program for the providing of services to the mentally ill, developmentally disabled and alcohol and other drug dependent citizens of Richland County, in accordance with section 51.42 and 51.437, Wisconsin Statutes.

- c. Perform the duties set forth in Chapter 251, Wisconsin Statutes, and such other duties as may be imposed upon it by the County Board. **Veterans Citizens appointees will not act on decisions brought to the Board of Health.**
  - d. Exercise those powers and perform those duties set forth in section 46.22(2), Wisconsin Statutes, and such other duties as may be set forth in County Ordinances or Resolutions.
  - e. The Board may enter into contracts on behalf of Richland County which involve the expenditure of not more than \$30,000 either at one time or within the course of one year, without prior County Board approval.
  - f. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the use and maintenance and security of the Richland County Community Services Building and parking lot.
  - g. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) as the County liaison between State and National Agencies relating to Senior Citizens funding and program activities including the Older Americans Act activities.
- E. Acts as the Veterans Service Commission as follows:
- a. 1 or 2 County Board Supervisor members shall be a veteran.
  - b. Of 2 non-Supervisor members, both shall be Richland County residents who are veterans.
  - c. Carry out the duties set for in Wisconsin Statute 45.81 regarding aid to needy veterans.
  - d. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the Veterans Service Department.
  - e. The initial term shall be a 1-year term for one new seat and a 2-year term for one new seat. After completion of the initial term, members are appointed for a 3-year term per Wisconsin Statutes, section 45.81 (1).

## **HOUSING AUTHORITY**

*(reports to HHS & Veterans Standing Committee)*

- A. Five members with three citizen members recommended by the Administrator for appointment and confirmed by the County Board, and two County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- B. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) for staff who will receive funds and administer programs in Richland County of the U.S. Housing and Urban Development Department (HUD), except HUD's Block Grant program.
- C. Per Resolution No. 78-72, the members of the Housing Authority also constitute the membership of the Community Development Block Grant Committee which administers HUD's Block Grant Program in Richland County.

## **LAND AND ZONING STANDING COMMITTEE**

- A. 7 members, 6 of whom shall be County Board Supervisors and 1 of whom shall be the Farm Service Agency (FSA) Committee Chair or their FSA Committee member designee. The Chair shall be a County Board Supervisor. **NOTE: Per 5 C.F.R. § 2635.702(b) a designee from FSA is prohibited.**

- B. County Board Supervisor members are recommended by the County Board Chair for appointment and confirmed by the County Board. Two of the members shall be a member of the Education Standing Committee.
- C. Monitors the actual vs. proposed annual budget in funds managed by the Register of Deeds, Land Conservation, and Zoning Departments on a minimum quarterly basis.
- D. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding issues that arise out of the office of the Register of Deeds.
- E. Acts as the Land Conservation Committee as follows:
  - 1. Perform the functions required by Chapter 92 of the Wisconsin Statutes.
  - 2. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the functions and activities of the Richland County Department of Land Conservation.
  - 3. The Richland County Land Conservation Committee shall submit its long-range plan and annual plan to the County Board for review and approval by the County Board.
  - 4. Approval of the annual plan by the County Board shall constitute approval of all proposed Land Conservation committee activities and programs set forth in the annual plan, except as provided in paragraph (5) below.
  - 5. The Chairperson of the Land Conservation Committee, or his or her designated representative, is authorized to sign contracts, memoranda of understanding or other agreements which have been approved by the Land Conservation Committee relating to Land Conservation Committee activities and programs, provided that these documents relate specifically to activities and programs described in the annual plan.
  - 6. The Land Conservation Committee shall ensure that its annual plan contains specific and measurable objectives and procedures.
  - 7. Notwithstanding any annual plan approval, the Land Conservation Committee may not undertake any new projects whose overall costs exceed \$30,000.00 excluding priority watershed projects as designated by the State of Wisconsin, without County Board approval.
  - 8. If, during the course of the year, the Land Conservation Committee desires to undertake any activity or program not identified in the annual plan for the year, the Land Conservation Committee may make a special request for County Board approval of the activity or program, but may not undertake that activity or program without prior County Board approval.
  - 9. Reviewing all applications received by the County Clerk under the Farmland Preservation Tax Credit Act (Chapter 91, Wisconsin Statutes) and making recommendations as to each such application to the County Board.
  - 10. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the Ash Creek Community Forest.
  - 11. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding all security matters relating to all land and buildings utilized by the Land Conservation Committee.
- D. Acts as the Zoning Committee as follows:
  - 1. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) over the County Zoning Ordinance in cooperation with the Corporation Counsel.

- a. Richland County Zoning Ordinance
  - b. Richland County Land Division Ordinance
  - c. Shoreland/Wetland Ordinance
  - d. Floodplain Ordinance
  - e. Tri-County Airport Ordinance
  - f. County Addressing Ordinance
  - g. Richland County non-metallic Mining Ordinance
2. Make recommendations to the County Board in all matters relating to exclusive agricultural zoning as provided in Chapter 91, Wisconsin Statutes.
  3. Act as a liaison representative on issues concerning the Lower Wisconsin Riverway Program.
  4. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the Richland County Comprehensive Plan.
  5. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the activities of the Richland County Land Information office members and acknowledge that any additional budgeted property tax dollars to be spent for land records modernization will require specific approval by the County Board.
  6. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the activities of County Surveyor.

## **LAND INFORMATION COUNCIL**

*(reports to Land & Zoning Standing Committee)*

- A. Eight members consisting of the following: The Register of Deeds, The County Treasurer, The Real Property Tax Lister, A County Board Supervisor, The County Surveyor, The Zoning Administrator, A realtor employed in Richland County, and A public safety representative employed in Richland County
- B. Realtor and public safety representative recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor member recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. All terms shall be for 2 years, coinciding with County Board terms.
- D. The Council shall meet only after direction to do so by the Zoning and Land Information Committee.
- E. Citizen members shall be paid the per diem and mileage paid to Supervisors for attendance at committee meetings. No additional compensation shall be paid to full-time County officers or employees for attendance at meetings of the Council. The County Surveyor shall be compensated in accordance with the Surveyor's contract with the County. The Supervisor member shall be paid the standard per diem and mileage for attendance at committee meetings.
- F. The Council shall review the priorities, needs, policies and expenditures of the Land Information Office and advise the County on matters affecting the Land Information Office.

## **LIBRARY PLANNING COMMITTEE**

*(reports to Finance & Personnel Standing Committee)*

- A. This committee is formed every 3 - 5 years for the purpose of writing Richland County's library plan, which is required by the state. Once the plan is written the committee is dissolved until the next time the plan needs to be updated.
- B. 5 members consist of a County Board Supervisor, Southwest Wisconsin Library System Board of Trustees member, a Brewer Public Library Librarian, a Lone Rock Community Library Librarian, and a Viola Public Library Librarian.
- C. The County Board Supervisor member shall be recommended for appointment by the County Board Chair, subject to County Board approval.

## **LOCAL EMERGENCY PLANNING COMMITTEE**

*(reports to Public Safety Standing Committee)*

- A. The Local Emergency Planning Committee (LEPC) has responsibilities under Wisconsin Statute 59.54 (8)
- B. An undefined number of citizen members recommended by the Administrator for appointment and confirmed by the County Board, and two County Board Supervisor members shall be recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. The composition of this Committee is fluid in that current practice is that anyone who wishes to be a member of the LEPC can make a request to be appointed.
- D. Federal Law, the Superfund Amendments and Reauthorization Act (SARA), requires LEPCs to have at least one member from each of the following 5 Groups: Group 1 - Elected state or local official; Group 2 – Law enforcement, civil defense, firefighting, first aid, health service, hospital, local environmental organization, transportation; Group 3 – Broadcast or print media; Group 4 – Community groups; Group 5 – Owners and operators of facilities subject to the requirements of Sara Title III.

## **LONE ROCK LIBRARY BOARD**

*(reports to Finance & Personnel Standing Committee)*

The number of Supervisors or citizens appointed to this Board shall be determined annually in accordance with Wisconsin Statutes § 43.60 (3). Any Supervisor appointed to this Board shall be appointed by the County Board Chair, and any citizen shall be appointed by the County Administrator, both subject to approval of the County Board.

## **MISSISSIPPI VALLEY HEALTH SERVICES COMMISSION**

*(reports to HHS & Veterans Standing Committee)*

1. One member from Richland County who shall be a member of the HHS & Veterans Standing Committee. If the member is a County Board Supervisor they shall be recommended by the County Board Chair for appointment and confirmed by the County Board. If the member is a citizen they shall be recommended by the County Administrator for appointment and confirmed by the County Board.
2. Serve as the County's representative on the commission of this non-profit corporation formed by various county governments to own and operate Lakeview Health Care Center, which accommodates nursing home residents who have specialized physical and mental health needs that are complicated by the residents' challenging behaviors.

## **NEIGHBORHOOD HOUSING SERVICES OF SOUTHWEST WISCONSIN**

*(reports to HHS & Veterans Standing Committee)*

- A. One member of this Board shall be appointed by the County Board in the usual manner for committee appointments recommended by the County Board Chair for appointment and confirmed by the County Board.
- B. This Board establishes the operating policies for the Neighborhood Housing Services of Richland County, Inc., which is a nonprofit organization dedicated to constructing, remodeling and rehabilitating residential housing throughout Richland County.

## **NUTRITION ADVISORY COUNCIL**

*(reports to Commission on Aging & Disability Board)*

- A. 7 members, one of which shall be a County Board Supervisor who is a member of the Health and Human Services Board.
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and two County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. Of the remaining 6 members, 1 member from each meal site, including 1 member who is a representative of a person receiving home delivery meals and 1 member who is a representative from the volunteers who deliver meals. One-half of the members shall consist of Nutrition Program participants. The remaining members shall provide for broad representation from public and private agencies that are knowledgeable and interested in senior dining and home-delivered meals programs.
- D. Make recommendations regarding food preferences of participants in the Senior Nutrition Program, the hours which a meal site is to be open, what furnishings may be helpful in regard to handicapped or disabled persons; what, if any, additional services should be provided at meal sites; conduct yearly site reviews; provide support and assistance to the Nutrition Program; promote the meal sites to the general public.
- E. Advise Senior Nutrition Program staff on all matters relating to the delivery of nutrition and nutrition-supportive services.
- F. Set policy regarding the delivery of Nutrition Program services, representation of participants and development and support of the Senior Nutrition Program.

## **PINE VALLEY & CHILD SUPPORT STANDING COMMITTEE**

- A. 7 members including 6 County Board supervisors and 1 citizen. The Chair shall be a County Board Supervisor.
- B. Monitors the actual vs. proposed annual budget in funds managed by the Pine Valley and Child Support Departments on a minimum quarterly basis.
- C. Functions as the Pine Valley Community Village Board of Trustees in accordance with section Wisconsin Statute 46.18 and as follows:
  - 1. One member shall be a citizen of Richland County who shall be a medical professional (meaning a doctor or a nurse).
  - 2. All members shall, in accordance with section 46.18(1), Wisconsin Statutes, be chosen by ballot by the County Board.

3. The duties of the Board are, as set forth in section 46.18, Wisconsin Statutes, to provide oversight and advice regarding Richland County's nursing home, Pine Valley Healthcare and Rehabilitation Center, subject to regulations approved by the County Board, after the County Board has received the recommendations of the Board of Trustees.
  4. Provide oversight and advice regarding the physical plant and grounds at Pine Valley Healthcare and Rehabilitation Center.
  5. Provide oversight and advice regarding security matters relating to building and grounds at Pine Valley Healthcare & Rehabilitation Center.
- C. Functions as the Child Support Committee as follows:
- a. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) to the Child Support Agent in the implementation of Public Law 93-647 which sets forth a system for the collection of child support payments from parents who have abandoned their families and do not voluntarily contribute to the support of their children.

## **PUBLIC SAFETY STANDING COMMITTEE**

- A. 7 County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- B. Monitors the actual vs. proposed annual budget in funds managed by the Clerk of Circuit Court, Coroner, District Attorney, Emergency Management, Register in Probate, and Sheriff Departments on a minimum quarterly basis.
- C. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the needs, powers and duties of the Sheriff of Richland County, their deputies and employees, and the jail.
- D. To audit all bills for expenditures within the Sheriff's department.
- E. To provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding service and maintain all equipment relative to the Sheriff's department.
- F. Present to the Board any suggestions the Committee may have concerning law enforcement and other duties required by the Sheriff's Department.
- G. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding matters pertaining to the operation of the Police Radio System.
- H. Receive, investigate and make recommendations to the County Board as to matters relating to the administration of the court system in Richland County.
- I. This committee shall provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) in matters relating to the Richland County Circuit Court, the Law Library, the Family Court Commissioner, the Register in Probate, the Clerk of Circuit Court, the District Attorney, the Corporation Counsel, the Probation and Parole Office and any other matters that may relate to the court system in Richland County.
- J. Make appropriations from the Jail Assessment Fund for construction, remodeling, repair or improvement of the County Jail, without approval from the County Board.
- K. Conduct an annual inspection of the jail.

- L. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operations of the Coroner's Office.
- M. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the security and maintenance and rental of the County's radio towers and the accompanying building and surrounding fenced grounds.
- N. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation of the County's 911 emergency telephone response system.
- O. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding issues related to Courthouse security.
- P. Act as the Emergency Management Committee in accordance with Wisconsin Statute 323.14, recommending an emergency management plan and program to the County board for adoption. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the development of the emergency management plan and programs. Approves spending decisions as to State and Federal funds granted to the Local Emergency Planning Committee. According to Wisconsin Statute 323.14 the County Board Chair shall designate the chair of the Public Safety Standing Committee when acting as the Emergency Management Committee.

## **PUBLIC WORKS STANDING COMMITTEE**

- A. 8 County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- B. Monitors the actual vs. proposed annual budget in funds managed by the Courthouse Maintenance, Highway, and Management Information System Departments on a minimum quarterly basis.
- C. Acts as the County Highway Committee as follows:
  - a. As allowed under Wisconsin Statute 83.015 (1)(c), members are recommended for appointment by the County Board Chair and confirmed by the County Board.
  - b. The duties of the committee shall be to function pursuant to the provisions of section 83.015, Wisconsin Statutes, and be responsible for other duties as may be imposed by the County Board. The county highway committee shall be only a policy-making body determining the broad outlines and principles governing administration and the county highway commissioner shall have the administrative powers and duties prescribed for the county highway committee under Wisconsin Statute 83.015 (2)(b).
  - c. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding all security matters relating to all buildings and grounds utilized by the County Highway Department.
- D. Acts as the oversight committee for Management Information Systems as follows:
  - a. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding technology needs of all County departments.
- E. Acts as the Property, Building, and Grounds Committee as follows:
  - a. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation, maintenance and janitor service



of all County buildings not specifically assigned by Statutes, or by action of the Board, to other agencies or departments in the County.

- b. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding a perpetual inventory of the real estate and buildings owned by the County.
- c. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding utilization and repair policies of all public lands, buildings, recreation sites, access sites inclusive of all short-term public holdings of the County with the exception of the highway buildings and land.
- d. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) an annual inspection of inventories and buildings so they can establish policies related thereto.
- e. Effect the appraisal of real property to be sold by the County.
- f. Review and make the final decision on requests by citizens and citizen groups to use major portions of the Courthouse and/or the Courthouse grounds.
- g. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding security matters relating to the Courthouse building and grounds and the Courthouse parking lot.

### **RICHLAND CENTER LIBRARY BOARD**

*(reports to Finance & Personnel Standing Committee)*

The number of Supervisors or citizens appointed to this Board shall be determined annually in accordance with Wisconsin Statutes § 43.60 (3). Any Supervisor appointed to this Board shall be appointed by the County Board Chair, and any citizen shall be appointed by the County Administrator, both subject to approval of the County Board.

### **RICHLAND CENTER PARK BOARD**

*(reports to Fair, Recycling, and Parks Standing Committee)*

One Supervisor is, by tradition, appointed to this Board by the Chair of the County Board, subject to approval by the County Board, and this Supervisor shall be selected from the Supervisor members of the Fair, Recycling, and Parks Standing Committee.

### **RULES AND STRATEGIC PLANNING STANDING COMMITTEE**

A. Nine members consisting of:

1. The County Board Vice Chair (who shall serve as Chair of the Rules and Strategic Planning Standing Committee)
2. The County Board Chair (who shall serve as Vice Chair of the Rules and Strategic Planning Standing Committee)
3. Education Standing Committee (Designee by committee vote)
4. Fair, Recycling, and Parks Standing Committee (Designee by committee vote)
5. HHS & Veterans Standing Committee (Designee by committee vote)
6. Land & Zoning Standing Committee (Designee by committee vote)
7. Pine Valley & Child Support Standing Committee (Designee by committee vote)

8. Public Safety Standing Committee (Designee by committee vote)
9. Public Works Standing Committee (Designee by committee vote)

B. Acts as the Rules & Resolutions Committee and Ethics Board as follows:

1. Review and recommend any changes regarding the Richland County Board Rules.
2. Review and introduce any Resolutions not sponsored by a County body for action by the County Board.
3. The committee shall provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) over 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 as such recommend changes regarding the Richland County Board Body Structure to the County Board.
4. Deal with the disposal or destruction of County records under Ordinance No. 99-11.
5. Administer and enforce the Code of Ethics set forth in Ordinance No. 06-28 as that Ordinance has been or may be amended.

C. Acts as the Strategic Planning Committee as follows:

1. Proposes changes to the Strategic Plan for County Board consideration.
2. Monitors progress on the Strategic Plan.
3. Recommends trainings and programs that educate County Board members.

### **SOUTHWEST WISCONSIN COMMUNITY ACTION PROGRAM**

*(reports to HHS & Veterans Standing Committee)*

One County Board Supervisor shall be recommended for appointment to serve on this Board by the County Board Chair, subject to County Board confirmation.

### **SOUTHWEST WISCONSIN LIBRARY SYSTEM BOARD**

*(reports to Finance & Personnel Standing Committee)*

Two members, one of whom shall be a County Board Supervisor and one who shall be a citizen member. The citizen member shall be recommended by the Administrator for appointment and confirmed by the County Board, and the County Board Supervisor shall be recommended by the County Board Chair for appointment and confirmed by the County Board.

### **SOUTHWEST WISCONSIN REGIONAL PLANNING COMMISSION**

*(reports to Rules & Strategic Planning Standing Committee)*

- A. One member of this commission shall be recommended for appointment by the County Board Chair, with County Board confirmation.
- B. This Commission has the powers and duties set forth in section 66.945, Wisconsin Statutes.
- C. Richland County is a member of this Commission by virtue of Resolution No. 12, which was adopted by the County Board on April 16, 1969.

## **SYMONS NATATORIUM BOARD**

*(reports to Finance & Personnel Standing Committee)*

- A. Two County Board Supervisors and the County Board Chair, or his or her designee, shall be appointed to this Board. The County Board Chair shall recommend the two County Board Supervisors to be appointed, subject to County Board confirmation.
- B. This Board exists by virtue of an inter-governmental agreement entered into between Richland County and the City of Richland Center, in accordance with section “Wisconsin Statutes, section 66.0301”.
- C. The powers and duties of this Board are set forth in an Agreement which was approved by the County Board by Resolution No. 87-19, which was adopted on March 17, 1987.
- D. Attend to all security matters relating to the Symons Natatorium and the surrounding grounds and the parking lot used by the Natatorium.
- E. Monitors the actual vs. proposed annual budget in funds managed by the Symons Department on a minimum quarterly basis.

## **TRAFFIC SAFETY COMMISSION**

*(reports to Public Works Standing Committee)*

- A. Wisconsin Statute 83.013 requires this body to meet quarterly.
- B. The County Administrator may recommend appointing members with County Board confirmation, but this process is not required.
- C. Membership may come from education, medicine, law, enforcement, and highways may be part of the commission.

## **TRANSPORTATION CO-ORDINATING COMMITTEE**

*(reports to HHS & Veterans Standing Committee)*

- A. Eleven members who must represent at least the following: The Board of Trustees of Pine Valley Healthcare and Rehabilitation Center; transportation providers’ public, proprietary and non-profit; elderly and disabled citizen advocates, consumer and agency advocates, and three County Board supervisors.
- B. Citizen members shall be recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members shall be recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. Three-year terms with one-third of the first appointments to be for a one-year term with one-third of the first appointments to be for a two-year term and one-third of the first appointments to be for a three-year term.
- D. The Committee shall have at least the following duties:
  - 1. Monitor the expenditures of transportation funds being expended on transportation services for the elderly and disabled in service areas.
  - 2. Review passenger transportation plans for service areas.
  - 3. Review and comment on county aid applications under section 85.21, Wisconsin Statutes.
  - 4. Review and comment on capital assistance applications under section 85.22, Wisconsin Statutes.

5. Act as an informational resource for local transportation provider regarding the requirements of the Americans with disabilities act of 1990, 42 USC 12101 et seq.
6. Act on requests by local public bodies to be designated as co-coordinators of transportation services for elderly and disabled persons for the purpose of becoming eligible for assistance under the Federal sec. 16 program.
7. Apply for an accept Federal section 16(b) two grants for purchasing specialized vehicles for transporting elderly and/or disabled citizens of the County.
8. Assists the establishment of goals, priorities and objectives for the
  - a. transportation planning process in Richland County.
9. Understands and provides input related to coordinated work efforts in meeting the transportation needs of Richland County.
10. Understands, analyzes and provides input on transportation studies, plans and programming recommendations required under State and Federal law, and as requested by the Southwest Wisconsin Regional Planning Commission.
11. Provides transportation-related information to local governments and other interested organizations and persons to enhance transportation system development, co-ordination and efficiency.
12. Reviews and recommends transportation improvement projects to local governments which support and enhance inter-county and intra-county transportation serving the Richland County area.
13. Reviews and prioritizes transportation service and/or program projects to submit to the Wisconsin Department of Transportation and the Richland County Board.
14. Makes recommendations to the local, State and Federal governmental agencies and the Southwest Wisconsin Regional Planning Commission regarding any necessary actions relating to the continuing transportation planning process.
15. Provides general review, guidance and co-ordination of the transportation planning process in Richland County.

### **TRI-COUNTY AIRPORT COMMISSION**

*(reports to Finance & Personnel Standing Committee)*

- A. Seven members, two of whom shall be recommended for appointment by the County Board Chair, subject to approval of the County Board. Four members shall be appointed by the Iowa County Board of Supervisors and the Sauk County Board of Supervisors, all in accordance with section 11.14(2), Wisconsin Statutes. The seventh member, who shall be a regular Airport user at the time of his/her appointment, shall be appointed by the six members. Richland County's members of the Tri-County Airport Commission must at all times be sitting County Board Supervisors and the term of Richland County's member of the Commission shall end immediately upon those persons ceasing to be County Board Supervisors.
- B. The Commission shall manage and operate the Tri-County Airport in Lone Rock, in accordance with sections 114.11 through 114.141, Wisconsin Statutes and Richland County Ordinance No. 83-3, which was adopted on July 19, 1983.
- C. Make an annual report to the County Board regarding operations and projects.

## **VIOLA LIBRARY BOARD**

*(reports to Finance & Personnel Standing Committee)*

The number of Supervisors or citizens appointed to this Board shall be determined annually in accordance with Wisconsin Statutes § 43.60 (3). Any Supervisor appointed to this Board shall be appointed by the County Board Chair, and any citizen shall be appointed by the County Administrator, both subject to approval of the County Board.

## **ZONING BOARD OF ADJUSTMENT**

*(reports to Land & Zoning Standing Committee)*

- A. Three citizen members recommended for appointment by the County Administrator with County Board confirmation.
- B. Carries out duties specified in Wisconsin Statute 59.694

# COUNTY BOARD COMMITTEES

April 21, 2022

Chair Brewer, Marty  
Vice Chair Murphy-Lopez, Shaun

Member's Name	First Appointed	Term	Representing	Reports to
<b>ACRC of Eagle Counrty Regional Board - 1 Member</b>				<i>HHS &amp; Veterans Standing Committee</i>
Seep, Donald	4/19/2022		County Board Supervisor	

<b>Americans with Disability Act Compliance Committee - 7 Members</b>				<i>Public Works Standing Committee</i>
Carrow, Steve			County Board Supervisor	<i>2 yr terms up to 6 years</i>
Murphy-Lopez, Shaun			County Board Vice Chair	
Seep, Donald			County Board Supervisor	
			Disabled Individual	
Reinke, Bill	5/1/2018		Business or Non-Profit Community	
Toney, Myrna	6/19/2018		Education	
Hege, George	3/20/2018		Medical/Health Professional	

<b>Branding Committee - 9 Members</b>				<i>Rules &amp; Strategic Planning Standing Committee</i>
Carrow, Steve		Undefined	County Board	
Gotschall, Timothy		Undefined	County Board	
Josh Elder	12/14/2021	Undefined	Department Head	
Tracy Thorsen	12/14/2021	Undefined	Department Head	
Jeffrey Even	12/14/2021	Undefined	Cazenovia	
Jean Nicks	12/14/2021	Undefined	Boaz	
Alyshia Towne	12/14/2021	Undefined	High School Student (Weston)	
			High School Student (Kickapoo)	
Marty Richards	12/14/2021	Undefined	Business Sector Representative	
Jane Kintz	1/18/2022	Undefined	Art Representative	

<b>Chapter 980 -</b>				<i>State of Wisconsin</i>
Thorsen, Tracy			HHS	
Johnsrud, Mary Collins			Department of Health Services	
Timm, Scott			Probation or Parole Officer	
Windle, Mike			Corp Councel	
Bindl, Mike			Rep for land use or land Info	

<b>Citizen Participation Planning Committee</b>				<i>Finance &amp; Personnel Standing Committee</i>
Luck, Melissa	10/27/2020			
McGuire, Dan	10/27/2020			
Pluemer, Shelly	10/27/2020			
Brewer, Marty	4/19/2022			
Wentz, Darlo	10/27/2020			

City County Committee - 2 members from County Board				Rules & Strategic Planning Standing Committee
Brewer, Marty	4/19/2022		County Board Chair	
Murphy-Lopez, Shaun	4/19/2022		County Board Vice-Chair	
Cosgrove, Chad	5/5/2020			

Commission on Aging and Disability - 11 Members				HHS & Veterans Standing Committee
Cervantes, Julie	12/14/2021	April 2021-April 2023	Advocate for Disabled Youth/Young Adult	<div>Partial 3 yr term</div> <div>Partial 3 yr term</div>
Engel, Larry	3/9/2022	April 2022-April 2024	Member over 60 years old	
Rudersdorf, Danielle	4/19/2022	April 2022-April 2022	County Board Member/Advocate for Disabled Adults	
Symons, Linda	7/17/2018	April 2022-April 2024	Member over 60 years old	
Scribbins, David	9/19/2017	April 2021-April 2023	Advocate for Disabled Adults	
Denman, Carolyn	10/25/2016	April 2022-April 2024	Adult with Disabilities Representative	
Kramer, Sandra	8/16/2016	April 2022-April 2024	Advocate for Disabled Adults with Mental Health/Substance Abuse Issues	
Flemming, Julie	5/1/2018	April 2020-April 2022	County Board Member	
Riley, Cindy	1/15/2013	April 2020-April 2022	Mental Health and Substance Abuse Representative	
Wiedenfeld, Virginia	6/15/2016	April 2022-April 2024	Elderly Representative	
Hines, Jodi	3/15/2022	April 2022-April 2024	Service Provider Advocate	

Comprehensive Community Services Coordination Committee - 9 Members				HHS & Veterans Standing Committee
Hillman, Charlie	12/9/2021		Consumer	
Arneson, Edie	12/9/2021		Community MH & SA Advocate	
Alison Barger	12/9/2021		HHS-MH Therapist-MH & SA Services	
Ashley Ferguson	1/6/2017		Consumer	
Mary Walling	1/6/2017		Consumer	
Van Nelson	5/14/2021		HHS Board Member; County Board Super	
Myranda Culver	2/17/2015		HHS Staff	
Joy Burnham	12/9/2021		Consumer	

Coordinated Services Team Coordinating Committee				HHS & Veterans Standing Committee
Vacant			Parent/Guardian	
Chicker, Cindy	11/12/2020		HHS Board Member	
Couey, Laurie	7/12/2018		HHS Child Services Rep or Designee	
Culver, Myranda	2/17/2015		Behavioral Health Services Manager	
Fillyaw, Marjorie	5/18/2021		Parent/Guardian - Volunteer - No Perdiem	
Hoppe, Cheryl	12/1/2021		Parent/Guardian	
Johnson, Shari	5/18/2021		RSD Curriculum Coordinator or Designee	
Kohout, Rose	3/20/2018		Public Health Manager or RN Designee	
Larson, Jinitta	7/12/2018		Parent/Guardian - Volunteer - No Perdiem	
Miller, Amanda	12/1/2021		Parent/Guardian	
Peckham, Faith	8/16/2016		Parent/Guardian Volunteer - No Perdiem	
Robinson, Cindy	3/20/2018		CST Initiative Coordinator or Designee	
Turk, Briana	12/9/2021		Economic Support	
Smith, Stacy	5/18/2021		Parent/Guardian - Volunteer - No Perdiem	
Wiedenfeld, Betsy	8/9/2018		Parent/Guardian - Volunteer - No Perdiem	
Criminal Justice Coordinating Committee - 13 Members				Public Safety Standing Committee
	1/1/2017		Circuit Court Judge	
Thorsen, Tracy	1/1/2017		Health and Human Services Director	
Harper, Jennifer	1/1/2017		District Attorney	
Porter, Clay	1/1/2017		Sheriff	
Jones, Billy	1/1/2017		Richland Center Police Chief	
	1/1/2017		County Board Supervisor	
Coppernoll, Todd	1/1/2017		Richland Center Mayor	
	1/1/2017		Public Defender	
	1/1/2017		Probation Agent	
	1/1/2017		Director of Passages	
Forehand, Amy	1/1/2017		Child Support Administrator	
Kleist, Stacy	1/1/2017		Clerk of Circuit Court	
	1/1/2017		Ministerial Association President	
Economic Development - 11 Members				Rules & Strategic Planning Committee
Brewer, Marty			County Board Chair	
Coppernoll, Todd			Richland Center Mayor	
Education Standing Committee - 8 Members				2nd Monday of the Month
Gentes, Linda	5/1/2018		Chair	
Cosgrove, Chad	5/1/2018			
Frank, Bob	7/21/2020			
Voyce, Barbara	4/19/2022			
Murphy-Lopez, Shaun	4/19/2022			
Glasbrenner, Ingrid	4/19/2022			
McGuire, Daniel	4/19/2022			



Couey, Marc	4/19/2022		
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<b>Fair, Recycling and Parks Standing Committee - 10 Members</b>
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Manning, Gary	4/19/2022		County Board Supervisor	4th Wednesday of the Month @ 5:00; Fair Office
Gottschall, Timothy	4/19/2022		County Board Supervisor	
Rudersdorf, Danielle	4/19/2022		County Board Supervisor	
Severson, Kerry	4/19/2022		County Board Supervisor - Chair	
Gald, Scott	4/19/2022		Citizen - Fair	
Gary Deaver	4/19/2022		Citizen - Fair	
Sandy Campbell	4/19/2022		Citizen - Fair	
Siemandel, Eric	4/19/2022		Citizen - Parks	
Collins, John	4/19/2022		Citizen - Parks	
Chicker, Cynthia	4/19/2022		Citizen - Parks	

<b>Finance &amp; Personnel Standing Committee - 9 Members</b>
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Brewer, Marty	4/19/2022		County Board Chair
Murphy-Lopez, Shaun	4/19/2022		County Board Vice Chair
Couey, Marc	4/19/2022		Education Standing Committee
Manning, Gary	4/19/2022		Fair, Recycling and Parks Standing Committee
Gottschall, Timothy	4/19/2022		HHS & Veterans Standing Committee
Turk, David	4/19/2022		Land & Zoning Standing Committee
Williamson, Steve	4/19/2022		Pine Valley & Child Support Standing Committee
Luck, Melissa	4/19/2022		Public Safety Standing Committee
Carrow, Steve	4/19/2022		Public Works Standing Committee

<b>Health and Human Services &amp; Veterans Standing Committee - 11 Members</b>
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Seep, Donald			County Board Supervisor	2nd thursday at 10:30
Rynes, Ken			County Board Supervisor	
Gottschall, Timothy			County Board Supervisor	
Glasbrenner, Ingrid			County Board Supervisor - Chair	
Rudersdorf, Danielle			County Board Supervisor	
Severson, Kerry			County Board Supervisor	
Chicker, Cynthia	9/15/2020	April 2022-2024	Non-Supervisor	
Berres, Jerel	5/15/2018	April 2020-April 2023	Non-Supervisor	
Hillesheim, Sherry	1/19/2021	01/19/21 - 01/19/24	Non-Supervisor	
Van Landuyt, Lee	4/19/2022	April 2022-2024	Non-Supervisor	
			Non-Supervisor	

<b>Housing Authority - 5 Members</b>	HHS & Veterans Standing Committee
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Gentes, Linda	4/19/2022		County Board Supervisor	
McGuire, Daniel	4/19/2022		County Board Supervisor	

Joint Ambulance Committee - 16 Members				Finance & Personnel Standing Committee
Fleming, Julie	4/19/2022		County Board Representative	
Severson, Kerry	5/1/2018		County Board Representative	
Coppernoll, Todd			Richland Center Mayor	
Wallace, Scotty			City Council Representative	
Rognholt, Mary			Akan Town Representative	
Lingel, Jim			Dayton Town Representative	
McGraw, Brian			Eagle Town Representative	
Coy, Verlin			Henrietta Town Representative	
Niemeyer, Glen			Ithaca Town Representative	
Chupp, Steve			Marshall Town Representative	
Clarson, Brian			Orion Town Representative	
Palmer, Gordon			Richland Town Representative	
Duhr, Doug			Rockbridge Town Representative	
Holets, Bob			Willow Town Representative	
Nicks, Jean			Boaz Village Representative	
Jindrick, Terrance			Yuba Village Representative	
Land and Zoning Standing Committee - 7 Members				
Carrow, Steve	4/19/2022		County Board Supervisor	
Luck, Melissa	4/19/2022		County Board Supervisor - Chair	
Gentes, Linda	4/19/2022		County Board Supervisor	
Turk, David	4/19/2022		County Board Supervisor	
Fleming, Julie	4/19/2022		County Board Supervisor	
McGuire, Daniel	4/19/2022		County Board Supervisor	
	4/19/2022		FSA Committee Chair	
Land Information Council - 8 Members				Land & Zoning Standing Committee
Triggs, Susan			Register of Deeds	
Keller, Julie			County Treasurer	
Rott, Jo Ellen			Real Property Tax Lister	
Frank, Bob	4/19/2022		County Board Supervisor	
Rummler, Todd			County Surveyor	
Bindl, Michael			County Zoning Administrator	
Marshall, Lee			Realtor Employed in Richland County	
Gudgeon, Darin			Public Safety Rep Employed in Richland County	
Local Emergency Planning Committee				Public Safety Standing Committee
Rynes, Ken	4/19/2022		County Board Supervisor	
Severson, Kerry	4/19/2022		County Board Supervisor	
Lone Rock Library Board				Finance & Personnel Standing Committee
Voyce, Barb				

Mississippi Valley Health Services Committee				HHS & Veterans Standing Committee
Berres, Jerel	6/18/2019		Health and Human Services Board	
Rynes, Ken	4/19/2022		Health and Human Services Board - Alternate	
Neighborhood Housing Services of Southwest Wisconsin				HHS & Veterans Standing Committee
Frank, Bob	4/19/2022		County Board Supervisor	
Nutrition Advisory Council - 7 Members				Commission on Aging & Disability Board
Storer, Christine	1/19/2016	April 2020-April 2022	Volunteer Drivers	
Jasper, Janet	6/19/2018	April 2020-April 2022	Germantown	
Roseberry, Sue	5/21/2019	April 2020-April 2022	The Community/HDM	
Roseberry, Don P.	5/21/2013	April 2020-April 2022	Rockbridge	
Mussey, Jane	10/27/2020	April 2020-April 2022	Richland Center	
Rudersdorf, Danielle	4/19/2022	April 2022-April 2024	County Board Supervisor & HHS Board Member	
Pine Valley & Child Support Standing Committee - 7 Members				
McKee, Richard	4/19/2022	January 2022-2024	Chair	3rd Monday of Month
Brewer, Marty	4/19/2022	January 2021-2023		
Seep, Donald	4/19/2022	January 2021-2023		
Voyce, Barbara	4/19/2022	April 2022-2024		
Williamson, Steve	4/19/2022	April 2022-2024		
Rynes, Ken	4/19/2022	April 2022-2024		
Rippchen, Pat	4/19/2022	January 2022-2024	Citizen	
Public Safety Standing Committee - 7 Members				
Rynes, Ken	4/19/2022		County Board Supervisor	2nd Wednesday, 5:00; Highway Shop
Luck, Melissa	4/19/2022		County Board Supervisor - Chair	
Turk, David	4/19/2022		County Board Supervisor	
Cosgrove, Chad	4/19/2022		County Board Supervisor	
Frank, Bob	4/19/2022		County Board Supervisor	
Severson, Kerry	4/19/2022		County Board Supervisor	
Voyce, Barbara	4/19/2022		County Board Supervisor	
Public Works Standing Committee - 8 Members				
Carrow, Steve	4/19/2022		County Board Supervisor	
McKee, Richard	4/19/2022		County Board Supervisor	
Manning, Gary	4/19/2022		County Board Supervisor	
Cosgrove, Chad	4/19/2022		County Board Supervisor	
Williamson, Steve	4/19/2022		County Board Supervisor - Chair	
Couey, Marc	4/19/2022		County Board Supervisor	
Fleming, Julie	4/19/2022		County Board Supervisor	
Voyce, Barbara	4/19/2022		County Board Supervisor	

Richland Center Library Board - 9 Members				Finance & Personnel Standing Committee
Gentes, Linda			County Board Supervisor	
McGuire, Daniel			County Board Supervisor	
Richland Center Park Board				Fair, Recycling and Parks Standing Committee
Gottschall, Timothy	4/19/2022		County Board Supervisor	
Rules and Strategic Planning Standing Committee - 9 Members				
Murphy-Lopez, Shaun	4/19/2022		County Board Vice Chair	Monday, May 2; 3:00
Brewer, Marty	4/19/2022		County Board Chair	
Cosgrove, Chad	4/19/2022		Education Standing Committee	
Rudersdorf, Danielle	4/19/2022		Fair, Recycling and Park Standing Committee	
Glasbrenner, Ingrid	4/19/2022		HHS & Veterans Standing Committee	
Gentes, Linda	4/19/2022		Land & Zoning Standing Committee	
Seep, Don	4/19/2022		Pine Valley & Child Support Standing Committee	
Frank, Bob	4/19/2022		Public Safety Standing Committee	
Fleming, Julie	4/19/2022		Public Works Standing Committee	
Southwest Wisconsin Community Action Program				HHS & Veterans Standing Committee
Turk, David	09/19/17		County Board Supervisor	
Southwest Wisconsin Library System Board				Finance & Personnel Standing Committee
McKee, Richard	4/19/2022		County Board Supervisor	
Southwest Wisconsin Regional Planning Commission				Rules & Strategic Planning Committee
Brewer, Marty	4/19/2022		County Board Chair	
Schmitz, Raymond		September 15, 2025	Joint Appointment	
Luck, Melissa		September 15, 2025	Governor's Appointment	
Symons Natatorium Board				Finance & Personnel Standing Committee
Brewer, Marty	4/19/2022		County Board Chair Designee	
Cler, John	6/20/2017	April 2019-2022	Member at Large	
Gottschall, Timothy	5/5/2020	April 2020-2023	Chair	
Fleming, Julie	4/19/2022	April 2022-2024		
Traffic Safety Commission				Public Works Standing Committee

Transportation Coordinating Committee - 11 Members				HHS & Veterans Standing Committee
Jesse Nelson	03/15/22	April 2021-2024	Transportation Providers - Non Profit - VARC	Partial term
Riley, Cindy	02/01/20	April 2021-2024	Transportation Providers Public - Hospital	
Symons, Linda	5/18/2021	April 2021-2024	Consumer Disability Advocate and COAD	
Shiere, Robert	08/16/16	April 2021-2024	Consumer Advocate	
McKittrick, Sandra	09/15/20	April 2022-2025	Elderly and Disabled Citizens Advocates-ARC	
		April 2022-2025	Transportation Providers Proprietary - PVM	
Steinmetz, Darin	12/10/19	April 2022-2025	Health and Human Services	
Seep, Donald	04/19/22		County Board Member - Pine Valley Board/CS	
McKee, Richard	04/19/22	April 2022-2025	County Board Member	
Rudersdorf, Danielle	04/19/22	April 2020-2023	County Board Member - H&HS/Veterans Board	
Gray, Aaron	09/15/20	April 2021-2024	Consumer Advocate - SFCA	
Kramer, Sandra	12/11/18	April 2020-2023	Consumer and Agency Advocate - COAD	

Tri-County Airport Commission - 7 Members				Finance & Personnel Standing Committee
McGuire, Daniel	05/05/20	January 2018-2024		
Williamson, Steve	10/29/19			
Valtierra, Richard	10/29/19		Cardinal Glass	

Viola Library Board				Finance & Personnel Standing Committee
Carrow, Steve	05/05/20			

Zoning Board of Adjustments				Land & Zoning Standing Committee
Heims, Randy				
McGlynn, Tom				
Rippchen, Allen				

# Richland County Rules and Resolutions Committee and Ethics Board

## Agenda Item Cover

**Agenda Item Name:** County Board training and mentor program

<b>Department</b>	County Board	<b>Presented By:</b>	Shaun Murphy-Lopez
<b>Date of Meeting:</b>	May 5 <sup>th</sup> , 2022	<b>Action Needed:</b>	Vote
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	<a href="#">C3</a>
<b>Date submitted:</b>	May 4 <sup>th</sup> , 2022	<b>Referred by:</b>	n/a

### Recommendation and/or action language:

Recommend a motion to communicate with all County Board members, encouraging them to attend the Wisconsin Counties Association (WCA) training on May 16<sup>th</sup> at the Ramada in Richland Center, as well as encouraging participation in the new supervisor mentor program.

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

At the County Board training session held on Friday, April 22<sup>nd</sup>, information was shared about the WCA training which will be held on May 16<sup>th</sup>. Information was also shared about the new supervisor mentor program (see attachment). Since not everyone was present for the April 22<sup>nd</sup> training, it's recommended to communicate with all County Board members to encourage attendance at the May 16<sup>th</sup> training, as well as participation in the new supervisor mentor program.

### Attachments and References:

Attachment: Vice Chair Presentation 042222
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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 checked="" type="checkbox"/>	No financial impact		

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### Approval:

### Review:

*Clinton Langreck*

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Department Head

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Administrator, or Elected Office (if applicable)

# Mentor Program

For New Supervisors

# Agenda

- Purpose of the program
- Program overview
- Establishing goals
- Monthly topics
- Mentor responsibilities
- Mentee responsibilities



# Purpose of the Program

- To grow skills as a Supervisor
- To improve visibility of new Supervisors
- To build relationships
- To show paths for advancement on the County Board

# Program Overview

- One year long
- Set goals by 2<sup>nd</sup> month
- Meet monthly in person or via video or phone
- 3 new County Board Supervisors are eligible to be mentees
- New-ish (2 years or less) County Board Supervisors are also eligible
- Anyone with 2+ years tenure is eligible to be a mentor

# Establishing Goals

- Mentees should propose goals
- Mentors should help shape the goals based on what's feasible and mentor's capabilities
- Goals can stay between mentee and mentor

# Mentee Responsibilities

- Take responsibility!
  - Schedule the monthly meetings
  - Be proactive with goals
  - Come to meetings prepared with questions and ideas
  - Use committee/constituent concerns and issues as a springboard for bigger picture questions
- Be prepared for feedback!
  - Growth isn't easy, and may require feedback that is hard to hear or execute
  - Mentors can only help if you hear guidance with an open mind

# Mentor Responsibilities

- Be responsive!
  - Respond to mentees in one business day, whenever possible
  - Answer questions honestly
- Be prepared to give feedback!
  - You are here to help – so share critiques and concerns – don't be afraid to offer help
  - When giving guidance, think about all the successful paths you've seen other County Board Supervisors take, and offer advice that matches the mentee – not your path

# Last Thoughts

- What do you hope to get out of this?
- How can you best understand and meet your mentee's needs?
- Think about the best mentors/mentees you've had – what made that relationship work?
- Interested in being a mentee or volunteering to be a mentor? Contact Chair or Vice Chair
- If you know you want to be matched with someone, let us know
- Marty and Shaun will match mentees with mentors

Questions or feedback?

- This slide has been intentionally left blank



# Closing Remarks

# Closing Remarks

- This first-ever internal training is due to the work of our staff – please thank them

# Closing Remarks

- This first-ever internal training is due to the work of our staff – please thank them
- It's also thanks to our Strategic Plan, which has a goal of "Investing in Education of County Board Supervisors" *(it's okay to claim a \$40 County Board meeting + mileage on your timesheet)*

# Closing Remarks

- This first-ever internal training is due to the work of our staff – please thank them
- It's also thanks to our Strategic Plan, which has a goal of "Investing in Education of County Board Supervisors"
- We are all strongly encouraged to attend the Wisconsin Counties Association's Supervisor training on Monday, May 16<sup>th</sup>
  - Training cost (\$75) will be covered by the County
  - Takes place at the Ramada in Richland Center
  - Hours are 8:30am to 3:30pm
  - Includes a morning snack and lunch

# Closing Remarks

- This first-ever internal training is due to the work of our staff – please thank them
- It's also thanks to our Strategic Plan, which has a goal of “Investing in Education of County Board Supervisors”
- We are all strongly encouraged to attend the Wisconsin Counties Association's Supervisor training on Monday, May 16<sup>th</sup>
- Topics include:
  - Roles and responsibilities
  - Budgeting
  - Open meetings law
  - Public records law
  - Ethics and conflicts of interest
  - Running effective meetings
  - Agenda and minutes

# Closing Remarks

- This first-ever internal training is due to the work of our staff – please thank them
- It's also thanks to our Strategic Plan, which has a goal of “Investing in Education of County Board Supervisors”
- We are all strongly encouraged to attend the Wisconsin Counties Association's Supervisor training on Monday, May 16<sup>th</sup>
- Topics include:
- To register please contact the Clerk, preferably today, but no later than Thursday, May 5<sup>th</sup> (late registration fees apply)

# Closing Remarks

- This first-ever internal training is due to the work of our staff – please thank them
- It's also thanks to our Strategic Plan, which has a goal of "Investing in Education of County Board Supervisors"
- We are all strongly encouraged to attend the Wisconsin Counties Association's Supervisor training on Monday, May 16<sup>th</sup>
- Topics include:
- To register please contact the Clerk, preferably today, but no later than Friday, May 6<sup>th</sup> (late registration fees apply)
- **Parting thoughts from County Board Chair**

# Richland County Rules and Resolutions Committee and Ethics Board

## Agenda Item Cover

**Agenda Item Name:** Rule #10 amendment

<b>Department</b>	County Board	<b>Presented By:</b>	Shaun Murphy-Lopez
<b>Date of Meeting:</b>	May 5 <sup>th</sup> , 2022	<b>Action Needed:</b>	Vote
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	<a href="#">B1</a>
<b>Date submitted:</b>	May 4 <sup>th</sup> , 2022	<b>Referred by:</b>	n/a

### Recommendation and/or action language:

Recommend a motion to amend Rule #10 to clarify the difference between tabling and postponing.

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

Current County Board Rule #10 does not follow Robert's Rules of Order, which allows a motion to postpone to be debated. County Board Rule #10 currently states,

*"When a motion is under discussion, no motion shall be in order except a motion to table until later in the meeting or to table to a definite date or to table indefinitely, which shall not be debatable, or a motion to amend. A motion to adjourn shall be in order and be decided without debate."*

A March 2021 Wisconsin Counties Association training on parliamentary procedure (see attachment – pages 36 – 38) says that

<b>Tabling</b>	Temporarily sets aside the matter with intent to take up later in the meeting	Not debatable
<b>Postponing</b>	Delaying action until a specific date or indefinitely	Debatable

As a result, it is recommended that Rule #10 be amended as follows:

*"When a motion is under discussion, no motion shall be in order except 1) a motion to table until later in the meeting (not debatable), 2) a motion to postpone or ~~to table to a definite date or to table indefinitely (debatable), which shall not be debatable,~~ or 3) a motion to amend. A motion to adjourn shall be in order and be decided without debate."*

### Attachments and References:

Attachment: WCA Webinar
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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 checked="" type="checkbox"/>	No financial impact		



**Richland County Rules and Resolutions Committee and Ethics Board**

**Agenda Item Cover**

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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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# Richland County Rules and Strategic Planning Standing Committee

## Agenda Item Cover

**Agenda Item Name:** WI Counties Association resolutions

<b>Department</b>	County Board	<b>Presented By:</b>	Shaun Murphy-Lopez
<b>Date of Meeting:</b>	May 5 <sup>th</sup> , 2022	<b>Action Needed:</b>	None
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	<a href="#">B2</a>
<b>Date submitted:</b>	May 4 <sup>th</sup> , 2022	<b>Referred by:</b>	n/a

**Recommendation and/or action language:**

n/a

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

This is a discussion item intended to invite ideas about resolutions to submit to the Wisconsin Counties Association. Resolutions are considered at the WCA Annual Business Meeting, which is held in conjunction with the WCA Annual Conference, held in September in Sauk County. The Richland County Board Chair (or Vice Chair, or the Chair's designee) is a voting member at the business meeting.

Resolutions are due by June 20<sup>th</sup> (with a June 22<sup>nd</sup> extension granted by WCA staff) and must be adopted by the County Board. They also must be related to public policy impacting county's powers or responsibilities in the Wisconsin Statutes (see Attachment A). Items may be added to the WCA's platform, which often impacts their legislative agenda (see Attachment B).

**Attachments and References:**

Attachment A: Letter from Mark O'Connell
Attachment B: WCA Legislative Agenda

**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 checked="" type="checkbox"/>	No financial impact		

**Approval:**

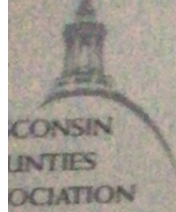
**Review:**

*Clinton Langreck*

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Administrator, or Elected Office (if applicable)





## MEMORANDUM

**TO:** County Board Chairs, Executives, and Administrators  
**FROM:** Mark D. O'Connell, President & CEO  
**DATE:** April 22, 2022  
**SUBJECT:** 2022 WCA Annual Business Meeting Resolutions  
Deadline for Submission: 4:30 p.m. on June 20, 2022

The WCA Annual Conference will be held from September 18-20, 2022 in Sauk County. I look forward to seeing you there.

Each year, counties have the opportunity to submit resolutions for consideration at the Annual Business Meeting, held in conjunction with the WCA Annual Conference. Resolutions adopted at the Annual Business Meeting become part of the WCA Platform.

The WCA Constitution requires all resolutions be submitted to the WCA president & CEO no later than 90 days prior to the Annual Business Meeting. Therefore, **all resolutions must be submitted to the WCA office no later than 4:30 p.m. on Monday, June 20, 2022** to be considered at the 2022 Annual Business Meeting. All resolutions submitted by the deadline will be referred to the appropriate steering committee, as well as the WCA Resolutions Committee, prior to action at the Annual Business Meeting.

Please keep the following in mind when submitting resolutions for the Annual Business Meeting:

1. All resolutions submitted must be adopted by your full county board (please send an official copy for verification purposes).
2. Any resolution submitted must be on a matter of public policy impacting a county's powers or responsibilities in the Wisconsin Statutes.
3. Resolutions must be submitted with a cover memo indicating that the resolutions are submitted for consideration at the Annual Business Meeting.
4. Resolutions may be submitted in any one of the following ways:
  - Mailed to the WCA office: 22 E. Mifflin Street, Suite 900, Madison, WI 53703
  - Faxed to 608.663.7189
  - Emailed to [voss@wicounties.org](mailto:voss@wicounties.org)





WISCONSIN COUNTIES ASSOCIATION

2021-2022  
**LEGISLATIVE  
AGENDA**



State Leaders,

As we approach the 2021-2022 Wisconsin Legislative Session, counties continue to serve on the front lines of the COVID-19 pandemic. From providing public health and emergency services to improving and maintaining critical transportation infrastructure, counties have successfully prioritized the continuity of local services for citizens and businesses alike.

Maintaining county services during this time has not been without its challenges. Rising unbudgeted public health costs, declining local revenues, and increased demands for local assistance has necessitated decisive action and innovative approaches to local budgeting and service delivery. The pandemic has also magnified the importance of Wisconsin's historic state-county partnership.

The state of Wisconsin relies on county government to deliver critical state and local services. While this unique partnership occasionally lends itself to disputes over appropriate funding amounts and service delivery methods, the relationship has proven to be an efficient way to provide public services. As we enter this session, state and county government must continue working in partnership as families and businesses deal with the economic consequences of the worldwide pandemic.

The following pages represent the Wisconsin Counties Association's (WCA) legislative agenda for the 2021-2022 Wisconsin Legislative Session. As the statewide voice of county government, WCA's primary mission is to represent counties in the legislative arena. The policies proposed in this agenda reflect the challenging times we face as both a nation and a state. Enactment of items included in this agenda will help to maintain efficient government operations in both the immediate and long term.

WCA looks forward to working with Governor Evers and the Wisconsin State Legislature over the next two years to ensure our state remains a great place to work, play, and raise a family. On, Wisconsin!

Sincerely,



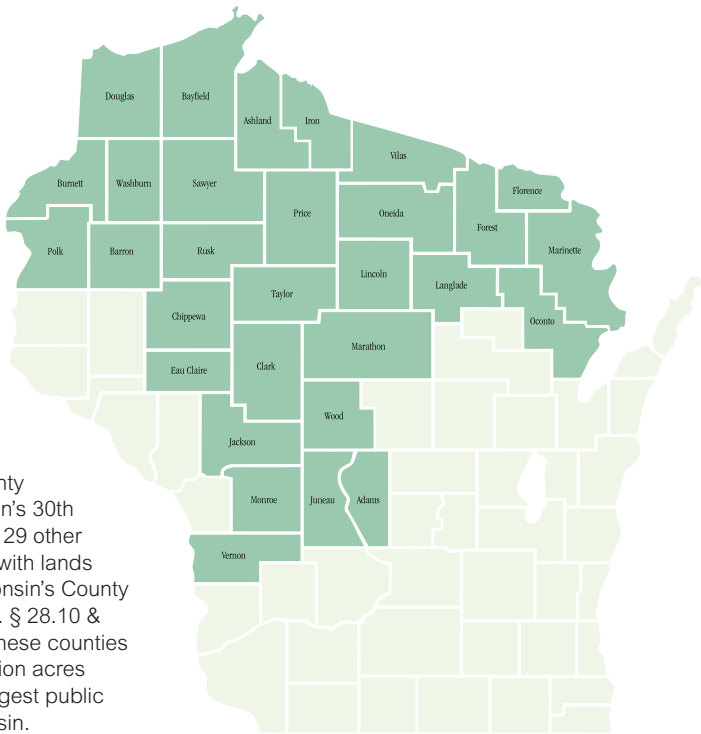
Kyle Christianson  
Director of Government Affairs  
Wisconsin Counties Association

# AGRICULTURE, ENVIRONMENT & LAND USE

- Increase funding for state and county efforts to combat invasive species.
- Restore and support the sustainability of the state's forestry account.
- Support state assistance to county forests to replace revenue losses due to pulp/paper mill closures; seek state assistance to aid counties in identifying and developing new markets for forest products.
- Provide continued funding for recycling programs, Clean Sweep, and medication collection programs.
- Support funding to address the proper use and disposal of PFAS (per- and polyfluoroalkyl substances).
- Maintain the funding for county land conservation staffing and cost-sharing grants established in the 2019-21 biennial budget, and further increase funds to reflect the Department of Agriculture, Trade, and Consumer Protection's statutorily recommended funding level.
- Enact legislation that provides counties with the authority to establish public improvement standards where there is an absence of standards in a town's ordinance or the town's standards are less restrictive.
- Ensure that counties have input with the Department of Natural Resources in establishing groundwater quantity criteria that are appropriate in each county and reflect decisions made at the local level.

## COUNTY FORESTS

In 2020, Adams County established Wisconsin's 30th county forest, joining 29 other counties in the state with lands enrolled under Wisconsin's County Forest Law (Wis. Stat. § 28.10 & 28.11). Collectively, these counties manage over 2.4 million acres of forest land, the largest public ownership in Wisconsin.



- Give counties flexibility and autonomy regarding decisions made on shoreland zoning and other land use regulations.
- Exempt from state tipping fees the residuals from a “waste to energy” facility in a similar fashion that non-recyclable materials left over from the sorting process in a Material Recovery Facility are exempted under Wisconsin state law.
- Support legislation from the 2019 Speaker’s Task Force on Clean Water relating to conservation funding, clean sweep, POWTS, agriculture, well testing, and county grants.
- Enact legislation to modify Wisconsin’s livestock siting policy and ensure such legislation provides for increased local control and local cost savings while providing for regulatory certainty and flexibility for the state’s agricultural community.
- Support long-term reauthorization of the Knowles-Nelson Stewardship Program provided that local participation in the program is sufficiently preserved as determined by stakeholders.

## **COUNTY ORGANIZATION & PERSONNEL**

- Increase grant dollars for the County Veterans Service Officers (CVSO) Improvement Grant.
- Support an increase in the competitive bidding threshold from current levels to \$100,000 with the exception of certain highway projects for local units of government, as well as changes in publication requirements which will allow more bids; and ensure all local governments comply with similar bidding thresholds.
- Seek additional state and federal funding for Cooperative Extension to ensure sufficient staffing for county educators.
- Require the Wisconsin State Legislature to wait until local governments produce and provide numbers, wards, and district information when redistricting, as well as use local boundaries to create state districts.
- Allow, through municipal ordinance, county clerks to canvass absentee ballots on the Monday before the election as long as clerks have the proper tabulating machines, security, and other provisions that ensure the integrity of the election.
- Support providing additional aids to counties for the costs incurred for special elections including, but not limited to, costs for publication of required election notices, printing of absentee ballots and envelopes, designing and printing ballots and poll books, and programming electronic voting machines.
- Amend Wis. Stat. § 59.10(3)(d) to allow county supervisor terms to continue until a successor is elected and properly seated.



# HEALTH & HUMAN SERVICES

## Aging

- Seek funding to equalize state payments to Aging and Disability Resource Centers (ADRCs).
- Seek enactment of the Caregiver Advise, Record, Enable (CARE) Act in Wisconsin.
- Support free online training and better support for family and volunteer guardians.
- Increase the Medicaid reimbursement rate for adult care providers.
- Seek a state income tax credit for family caregivers.

## Behavioral Health

- Improve the emergency detention system in Wisconsin through the creation of regional crisis stabilization beds.
- Increase funding for crisis services.
- Increase Medicaid reimbursement rates for mental health providers.
- Support increased flexibility for providers and consumers in the delivery of mental health services through the use of telehealth.
- Support changes to Ch. 980 (sexually violent persons) that ease county administrative burdens and provide placement flexibility.

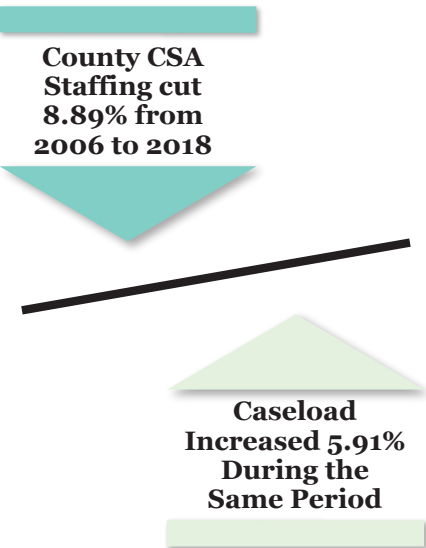
## Child Support

- Increase child support funding to meet increased service demands.

## Child Welfare

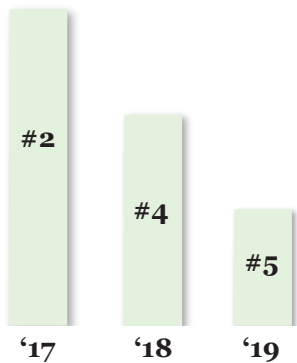
- Increase funding for child welfare services in Wisconsin.
- Provide reimbursement to counties for subsidized guardianships.

## DECREASED COUNTY STAFFING INCREASED CASELOAD



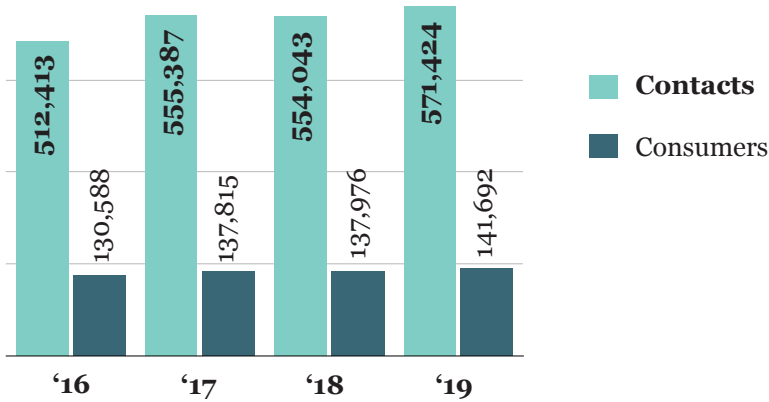
## CURRENT COLLECTIONS

Wisconsin Drops in National Rankings – Federal Funding at Risk



## AGING & DISABILITY RESOURCE CENTERS

Increase in Service Demand



### County Nursing Homes

- Seek systemic payment reform, including Medicaid rate increases, to support increased costs and workforce shortages.

### Economic Support

- Increase base funding in the income maintenance administration allocation (IMAA).
- Increase funding for fraud prevention and intervention services.

### Long-Term Support

- Support increased funding to cover county costs associated with the intake, eligibility, and enrollment functions for the Katie Beckett and CLTS programs.
- Support increased funding in the Birth to Three program.
- Provide increased funding for the adult protective services system.

### Youth Justice

- Increase funding allocated to counties for youth justice services to fund all costs associated with bringing 17-year-old first-time juvenile offenders back to the youth justice system.
- Seek funding to support the successful development and operation of secured residential care centers for children and youth (SRCCCY):
  - State funding of start-up costs.
  - Create a mechanism for state assistance to cover the operating deficits of SRCCCYs.
- Modify current law to limit the length of ownership interest in SRCCCYs to the length of state bond payments.

### Public Health

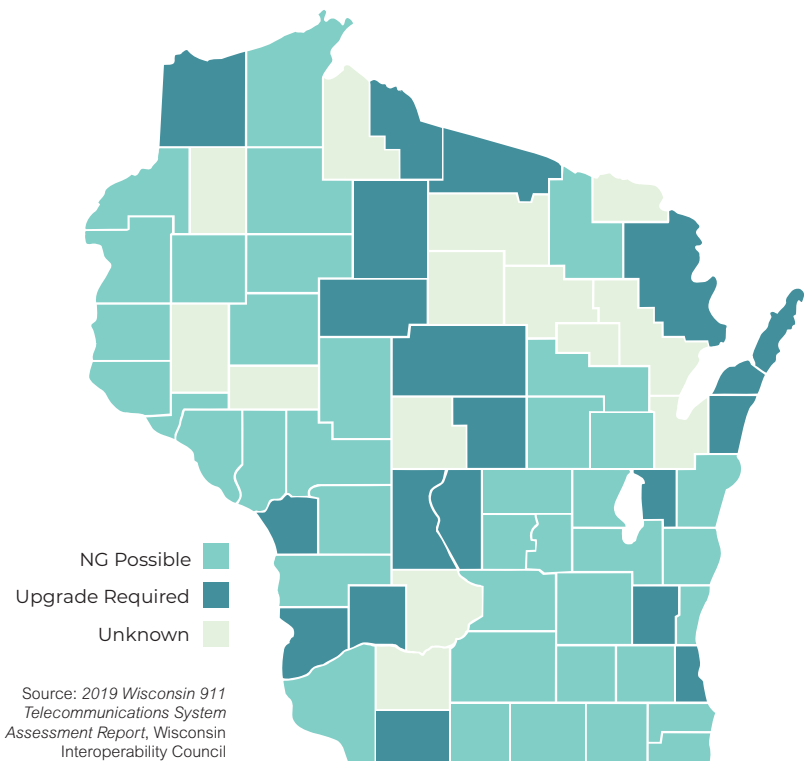
- Seek funding for programs to eliminate/abate lead paint, soil, and pipes including, but not limited to, a statutory provision requiring that lead remediation dollars be used for that dedicated purpose.
- Seek increased funding for communicable disease prevention, suppression, and control.

# JUDICIAL & PUBLIC SAFETY

- Return a greater portion of the court support services fee to counties through increases in court support services, guardian ad litem, and court interpreter payments.
- Increase the annual allocation in the Wisconsin Disaster Fund.
- Eliminate the Department of Corrections' ability to prorate probation and parole payments to jails.
- Support an increase in state funding for the statewide implementation of the Treatment Alternatives and Diversion (TAD) Program and Evidence-Based Decision Making (EBDM) practices including assistance in implementing new programs and training for employees.
- Provide funding for the Public Safety Answering Point (PSAP) grant program created under 2019 Wisconsin Act 26 to assist PSAPs in upgrading technology to Next Generation 911 capable.
- Amend state statutes related to filing fees in probate court. Provide for uniformity in fees charged in probate and fees charged by the clerk of circuit court. In addition, support creation of statutory fees for items not currently subject to a filing fee in the register in probate office.

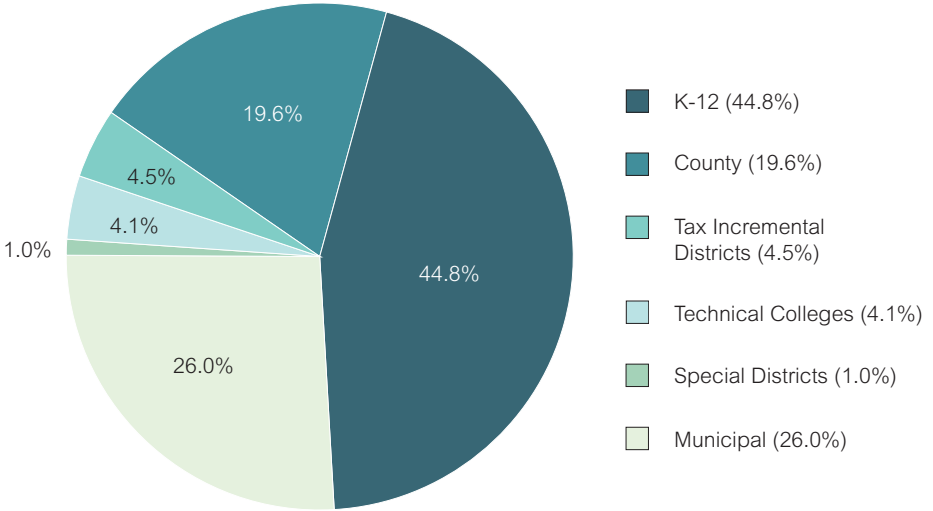
## PSAP NG911 READINESS ASSESSMENT

PSAPs Reporting NG911 Capable CHE/CPE	49
PSAPs Reporting Non-NG Ready CHE/CPE	49
PSAPs unknown	9
Responded	107



# WISCONSIN PROPERTY TAXES

Payable in 2020



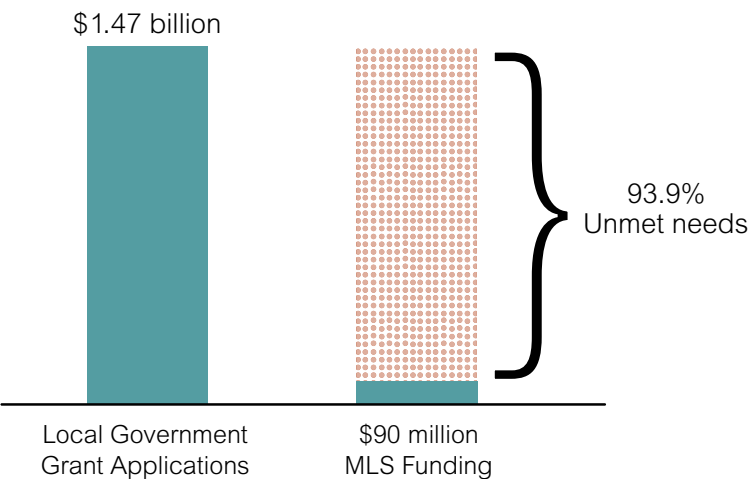
## TAXATION & FINANCE

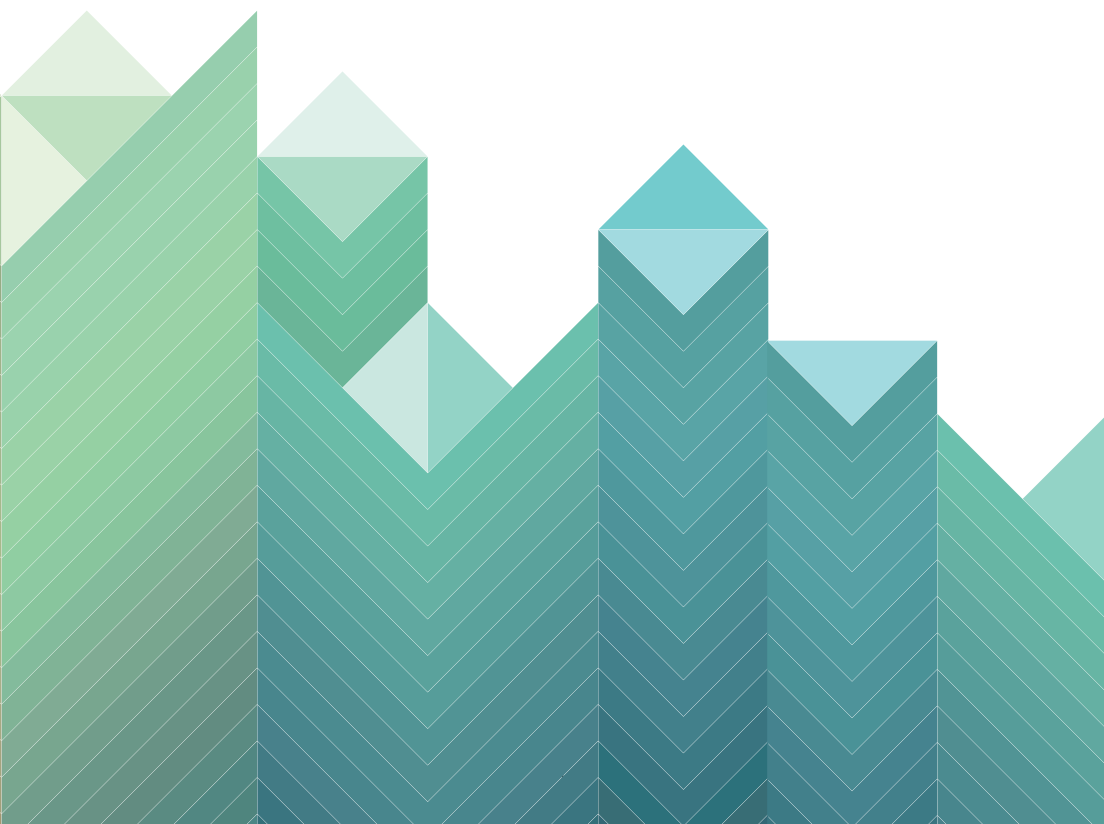
- Amend property assessment requirements to close the “dark store” property assessment loophole and enact legislation overturning the 2008 Wisconsin Supreme Court decision in *Walgreens v. City of Madison*.
- Enact an exemption from levy limits for economic development efforts.
- Provide levy limit flexibility for initiatives that involve the transfer of services from one unit of local government to another by eliminating the statutorily-required property tax adjustments; and, support an incentive program to encourage more local government transferring and sharing of services.
- Amend Wis. Stat. § 59.25(3)(i) to eliminate the calendar restriction on county treasurers paying town treasurers from the third Monday of March until 10 days after the annual town meeting.
- Modify the current annual levy limit adjustment from the change in property values due to “net new construction” to the change in property values due to “new construction.”
- Seek an increase in the shared revenue appropriation to reflect the growing costs of providing state-mandated services.
- Amend state law to allow counties to engage in short-term general obligation borrowing for operational expenses.
- Clarify state statutes related to county authority to impose a 0.5% county sales tax.
- Support legislation that increases representation in Tax Incremental Financing (TIF) decisions and increases transparency and predictability of Tax Incremental Districts (TID).

# TRANSPORTATION & PUBLIC WORKS

- Build on the long-term funding solutions adopted in the 2019-21 state biennial budget to meet the state's transportation needs.
- Continue investment in the maintenance of the County Trunk Highway System by increasing funding for general transportation aid payments to counties to an amount equal to 30% share of costs.
- Increase funding for mass transit operating aids to reflect the growing costs for counties.
- Increase state funding levels for the local road and bridge programs.
- Make additional investments in the Local Road Improvement Program (LRIP).
- Increase funding for the Specialized Transportation Assistance Program for Counties (Wis. Stat. § 85.21).
- Enact legislation protecting work zone employees by changing flagger reporting requirements in work zones so that flaggers may report work zone traffic infractions and citations may be issued as a result.
- Enact legislation establishing Automated Speed Enforcement in work zones.
- Enact legislation adding work zone safety information to the state's required curriculum for drivers' education.
- Enact legislation prohibiting the use of cellular devices during the operation of a vehicle with the exception of a "hands-free" device.
- Enact an amendment to Wis. Stat. § 32.28 such that the condemning authority shall assume responsibility for payment for all legal costs in the circumstance where a jury verdict as approved by the court under Wis. Stat. § 32.05 (11) exceeds the jurisdictional offer or the highest written offer prior to the jurisdictional offer by at least the amount in the offer plus at least 30%.
- Extend the multimodal local supplemental (MLS) grant program appropriation for local governments approved in the 2019-21 state biennial budget for local road repairs and reclamation of the county trunk highway system.

## WISDOT MULTIMODAL LOCAL SUPPLEMENT GRANT PROGRAM







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