

Richland County

Rules & Strategic Planning Standing Committee

December 27, 2023

NOTICE OF MEETING

Please be advised that the Richland County Rules and Strategic Planning Standing Committee will convene at 4 p.m., Thursday, January 4, 2024 in the County Board Room at 181 W. Seminary Street.

Meeting access information can be found at: <https://administrator.co.richland.wi.us/minutes/rules-strategic-planning/>.

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 (email), or County Administrator Candace Pesch at 608-649-3001 (phone/text) candace.pesch@co.richland.wi.us (email).

Agenda

1. Call To Order
2. Roll Call
3. Proof Of Notification
4. Approval Of Agenda
5. Approval Of December 7, 2023 Minutes
6. Public Comments
7. Discussion & Possible Action: Review Results Of County Board Supervisor Reorganization Survey
8. Discussion & Possible Action: Committee Structure Reorganization
9. Discussion & Possible Action: Set Future Meeting Date(s) And Time(s)
10. Future Agenda Items
11. Adjournment

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.

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

Richland County

Rules & Strategic Planning Standing Committee

December 7, 2023

The Rules and Strategic Planning Standing Committee met on Thursday, December 7, 2023, at 10:00 a.m. virtually and in-person in the Richland County Board Room at 181 W. Seminary Street, Richland Center, Wisconsin.

- 1. Call To Order:** Supervisor Brewer called the meeting to order at 10:00 AM.
- 2. Roll Call:** Clerk Kalish conducted roll call. Committee member(s) present: Brewer, Miller, Gentes, Cosgrove, and Fleming. Committee member(s) absent: Turk, Glasbrenner, Frank and Seep.
- 3. Proof Of Notification:** Clerk Kalish confirmed the meeting was properly noticed.
- 4. Approval Of Agenda:** Motion by Gentes second by Cosgrove to approve the agenda. Motion carried and the agenda declared approved.
- 5. Approval Of October 5, 2023 Minutes:** Hearing no additions or corrections, Supervisor Brewer declared the October 5, 2023 minutes approved as presented.
- 6. Public Comments:** No one present for Public Comment.
- 7. – 8. Discussion & Possible Action – Reassignment Of Fair & Recycling Oversight Committee And Discussion & Possible Action – Separation Of The Fair & Recycling Departments From Fair, Recycling, And Parks Standing Committee:** Administrator Pesch noted that she has received a request for the Fair and Recycling departments to be served by committee separate from Parks. Administrator Pesch also noted the oversight committee of the current Fair, Recycling, and Parks Department be switched to the Public Works. A motion was put forth by Cosgrove seconded by Fleming that stating the Rules and Strategic Planning Standing Committee is not opposed to the Public Works Standing Committee serving as the oversight committee of the Fair, Recycling, and Parks departments nor is it opposed to the Fair and Recycling departments being separated into a separate subcommittee than Parks but that they would like to see more information on the changes and how it fits into the overall potential committee restructuring. Motion carried and no further action taken on this item at the meeting.
- 9. Discussion & Possible Action – Committee Structure Reorganization:** Administrator Pesch and Clerk Kalish reviewed a proposed restructuring of the county's Standing Committees. Administrator Pesch noted she believes efficiencies can be created by streamlining the current standing committees and how the county uses them to conduct its business. Clerk Kalish noted that now is a good time to assess how the most recent reorganization has impacted county operations since its implementation in April of 2022 and that a reorganization should be complete prior to the beginning of the new session in 2024 . Administrator Pesch noted the topic was introduced at this meeting to begin the review process. No further action taken on this item at the meeting.
- 10. Discussion & Possible Action: Legal Review Of Board Rules, Personnel Policy, And Committee Structure:** Administrator Pesch stated that she obtained permission from the Finance & Personnel

Richland County

Rules & Strategic Planning Standing Committee

Standing Committee to work with Andy Phillips of WCA to complete a legal review of the county's Rules of the Board, Personnel Policy, and Committee Structure. No further action taken on this item at the meeting.

11. Future Agenda Items:

Committee Restructure Reorganization

Review of County Board Supervisor Reorganization Survey

12. Adjournment: Motion by Gentes second by Fleming to adjourn. Motion carried and the meeting adjourned at 11:19 AM.



Derek S. Kalish
Richland County Clerk

Richland County Board Questionnaire																								
SUPERVISOR	Subtotal																							
	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	Q12	Q13	Q14	Q15	Q16	Q17	Q18	Q19	Q20	Q21	Q22		
CARRIBO (J)	Yes	No	Just Right	Just Right	Just Right	No	Written Comment	No	Yes	No		Standing Committee Selection	Just Right	No	Yes	No	Yes	Yes	Other	Afternoon (12 PM - 4 PM)	Evening (6PM - 7 PM)	Yes	No	
YERGAN (Z)																								
BREWER (J)	Yes	Yes	Just Right	Just Right	Just Right	No	Written Comment	No	No	Yes		Standing Committee Selection	Just Right	Yes	No	Yes	Yes	Yes	Yes	Monday (7:30 AM - 11 PM)	Evening (6PM - 7 PM)	No	No	
REED (A)																								
MCKEE (J)	Yes	Yes	Just Right	Just Right	Just Right	Yes						Standing Committee Selection	Just Right	Yes	No	Yes	Yes	No	No	Evening (6PM - 7 PM)	Evening (6PM - 7 PM)	Yes	No	
BURNS (A)																								
JACK (J)																								
MANNING (A)																								
GOTTSCHALL (J)																								
CLARK (J) (J)	Yes	No	Yes/No	Yes/No	Just Right	Yes	Written Comment	No	Yes	No		Standing Committee Selection	Just Right	No	Yes	Yes	Yes	Yes	Yes	Afternoon (11 PM - 4 PM)	Afternoon (11 PM - 4 PM)	Yes	Yes	
YERGAN (Z)	No	No	Yes/No	Yes/No	Yes/No	No						Standing Committee Selection	Just Right	Yes	Yes	Yes	Yes	No/No	Other	None	Evening (6PM - 7 PM)	Evening (6PM - 7 PM)	Yes	No
YERGAN (Z)	No	No	Yes/No	Written Comment	Yes/No	No	Written Comment	No	Yes	No		Board Chair Selection	Just Right	Yes	Yes	Yes	Yes	Yes	Yes	None	Evening (6PM - 7 PM)	Evening (6PM - 7 PM)	Yes	No
CORROW (J)	Yes	Yes	Just Right	Just Right	Just Right	Yes	Written Comment	No	Yes	Yes		Standing Committee Selection	Just Right	Yes	No	Yes	Yes	Yes	Yes	Monday (7:30 AM - 11 PM)	Evening (6PM - 7 PM)	No	Yes	
WELLS (J)	Yes	Yes	Yes/No	Yes/No	Yes/No	No						Standing Committee Selection	Just Right	Yes	Yes	Yes	Yes	Yes	Yes	Monday (7:30 AM - 11 PM)	Evening (6PM - 7 PM)	No	Yes	
SEVERSON (J)	Yes	Yes	Yes/No	Yes/No	Yes/No	No	Written Comment	No	Yes	Yes		Standing Committee Selection	Just Right	Yes	Yes	Yes	Yes	Yes	Yes	Evening (6PM - 7 PM)	Evening (6PM - 7 PM)	Yes	No	
WELLS (J)	Yes	Yes	Yes/No	Yes/No	Yes/No	No						Standing Committee Selection	Just Right	Yes	Yes	Yes	Yes	Yes	Yes	Evening (6PM - 7 PM)	Evening (6PM - 7 PM)	Yes	No	
COLE (J)	No/Yes	No/Yes	Just Right	Just Right	Yes/No	Yes						Board Chair Selection	Just Right	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Evening (6PM - 7 PM)	Evening (6PM - 7 PM)	Yes	Yes
FEARNO (J)																								
MOORE (J)																								
NO NAME #1	Yes	Yes	Just Right	Just Right	Just Right	Yes		No	No	Yes		Standing Committee Selection	Just Right	Yes	No	Yes	Yes	Yes	No	Evening (6PM - 7 PM)	Evening (6PM - 7 PM)	No	Yes	
NO NAME #1	Not Sure	Not Sure	Yes/No	Yes/No	Yes/No	No						Standing Committee Selection	Just Right	Not Sure	Yes	Not Sure	Yes	No	No	Evening (6PM - 7 PM)	Evening (6PM - 7 PM)	No	No	
NO NAME #1	Yes	Not Sure	Just Right	Just Right	Just Right	Yes		Yes	Yes			Standing Committee Selection	Just Right	Yes	Yes	Not Sure	Yes	No	No	Afternoon (11 PM - 4 PM)	Evening (6PM - 7 PM)	No	No	
NO NAME #4	Yes	No	Just Right	Just Right	Just Right	Yes		Yes	Yes			Board Chair Selection	Just Right	Yes	No	Yes	Yes	Yes	No	Evening (6PM - 7 PM)	Evening (6PM - 7 PM)	No	No	

Committee chairs should have training on how to run effective meetings. No preference on which evening the county board should meet. Evening meetings are easier for public participation. We have functioned to long without staff or sufficient staff. Adding a Finance Director and HR Director should help.

Board members should have the option of serving on more or less committee based on interest but there should be a minimum and a maximum. Don't like the idea of county board chair appointments but this is not a reflection of the current county board chair. Need more reporting back to committees. Either Monday or Tuesday evenings works for county board meetings. Need to get back to being more collegial with each other. We work a crap job for time we volunteered but we're not to take more steps. Can't go back to micromanaging.

Keep meetings on topic.

Stay on agenda.

Some meetings go too long.

Afternoon committee meetings and afternoon county board meetings would also work.

Public discussion committee meetings. Either afternoon or evening for county board meetings.

Question 1	Do you believe the April 2024 reorganization of county board committees has had the intended outcome of being more efficient and accelerating the county commission and county board function?
Question 2	Do you believe the reorganization has increased accountability for county board members, the county administrator and department heads and allowed for county operations to be better informed on the overall activities of the county?
Question 3	Do you believe you have too many committees?
Question 4	Do you believe some standing committees are too large or are they the right size?
Question 5	Are committee meetings too long, too short or are they the right length?
Question 6	How do you think the committee should be reorganized to best manage the workload of staff to establish roles and eliminate redundancies? (Reorganizations are noted on below)
Question 7	Do you have any ideas or suggestions for staff to ensure meetings are productive but not overwhelming or too lengthy?
Question 8	Do you believe the current role of committee chairs is appropriate for their standing committees, the nature of the committees issues or makes it difficult to do so, your ideas are welcome?
Question 9	Would you like the nature of service on more or less standing committees? Using the commission, the Finance and Personnel Committee and the Public and Strategic Planning Committee were considered the executive committee. Each standing committee has representation on the executive committee. It was the intent these representatives would report back pertinent information to the standing committees, and provide input from the standing committees to the executive committee. Do you believe the goal of representation is working as intended?
Question 10	Should the assignment of members to the executive committee continue to be done by the standing committees or should the county board chair make the assignments with county board consultation or to do with other committee assignments?
Question 11	The Finance and Personnel Committee and the Public and Strategic Planning Committee are currently composed of nine members each. With a 21 member county board, do you consider these two committees to be too large or just the right size?
Question 12	Should a new "executive committee" be formed to deal with matters that are more sensitive or considered emergency in nature? This smaller committee could have other authority and responsibility assigned to them on behalf of the county board such as conducting the annual evaluation of the county administrator. A three or five member executive committee is currently found in county governments in Wisconsin.
Question 13	Would you appreciate having department head members at a county board meeting? Not more than one department head at any meeting, and limit their reports to ten minutes unless there are questions from county board members?
Question 14	Would you appreciate having department head members at a county board meeting? Not more than one department head at any meeting, and limit their reports to ten minutes unless there are questions from county board members?
Question 15	Do you believe the committee you serve on are representative of the needs of the community?
Question 16	Do you believe you are receiving enough information from the department heads you are a member of?
Question 17	Do you believe you are receiving enough board related information with an absence of the department?
Question 18	During the reorganization, the decision was made to change the county board meetings to Monday evenings rather than Tuesday evenings beginning in April 2024. Is it still your preference?
Question 19	Would you prefer to have committee meetings in the morning, afternoon or in the evening?
Question 20	Would you prefer to have county board meetings in the morning, afternoon or in the evening?
Question 21	Would you consider attending a second county board meeting each month if allowed for more information sharing and shorter meetings? The first meeting would be more informational and would create an opportunity to work out any issues or concerns prior to county board action. The second meeting would be a shorter meeting to deal action on the matters. This would allow the staff more time and a greater opportunity to address any concerns or questions without being pulled into a board presentation.
Question 22	If it were possible to reduce the number of your standing committee assignments, and attempts were made to hold all standing committee meetings the week prior to the county board meeting, would this allow you more flexibility to balance your county board service and your personal life?