

AD HOC COMMITTEE  
For the Study of  
Richland County Administration  
February 15, 2019

The Ad Hoc Committee met on Friday, February 15, 2019 at 9:00 a.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: Melissa Luck, Marty Brewer, Linda Gentes, Buford Marshall, Shaun Murphy-Lopez, Larry Sebranek, Kerry Severson, James Bindl, Tom Rislow, Barb Scott, Jo Ann Krulatz and Chris Storer. Darin Gudgeon was absent.

Others present included: Victor Vlasak, County Clerk; Tracy Thorsen, Health and Human Services Director; Patrick Glynn, Senior Consultant, Carlson Dettmann Consulting; and Supervisor Don Seep.

Chair Luck called the meeting to order.

Chair Luck addressed concerns raised by the Clerk of serving as Secretary to the Ad Hoc Committee.

Motion by Krulatz, second by Murphy-Lopez that the printed copies of the minutes for the February 8, 2019 meeting be approved. Motion by Krulatz, second by Murphy-Lopez that the minutes be amended to show that Jeanetta Kirkpatrick was nominated for Chair of the Ad Hoc Committee, but that she declined the nomination. Motion carried.

Chair Luck addressed the Committee regarding expectations for the process of evaluating and reaching a decision on the type of administrative structure to recommend to the County Board. She asked that Committee members keep an open mind. An understanding of the current structure and its strengths and weaknesses will be needed.

The process of informing the public of the Committee's progress in reaching a recommendation was discussed. Scheduling appearances on WRCO's morning show was suggested.

The timeline for presenting a recommendation from the Committee was discussed.

Patrick Glynn, Senior Consultant, Cottingham & Butler, presented options on county government administration. A map of the State of Wisconsin was presented illustrating county by county the various forms of government. The benefits of centralized administration are expertise, responsive organizational structure and stronger boards and committees. A listing of common traits sought in an administrator was provided. A listing of potential challenges was presented. Possible survey questions as well as potential areas of focus were presented. Glynn recommended membership in the ICMA and adherence to the ICMA Code of Ethics. Information was provided on possible salary ranges. Glynn recommended the development of an organizational chart.

Motion by Scott, second by Krulatz to adjourn. Motion carried. The meeting adjourned at 10:18 a.m.

Victor V. Vlasak, Richland County Clerk