

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Strategic Challenges and Goals

Department	Administration	Presented By:	Clinton Langreck
Date of Meeting:	29 Sep 2020	Action Needed:	Resolution
Disclosure:	Open Session	Authority:	Committee Structure E
Date submitted:	24 sep 2020	Referred by:	

Recommendation and/or action language:

Motion to accept report.

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

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

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

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

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

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

Attachments and References:

Tracker	
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Financial Review:

(please check one)

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

(summary of current and future impacts)

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

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

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Strategic Plan Tracking and Reporting: 2020-2021		
Items:	Actions:	Status
<u>Challenges for the County Administrator (18 month goals for administrator):</u>		29-Sep-20
1. Develop a long-term strategic plan		Preliminary
	Meeting with SW Regional planning 28 Sep 2020	
2. Transition finance and HR from County Clerk's Office to the Administrator's Office		Preliminary
	Preliminary Discussion with Clerk 16 Sep 2020	
3. Make resolutions and ordinances available and organized on the internet		Preliminary
	HTML Richland CTY Website search tool -by MIS	
4. Develop more uniform HR policy and procedures		No Actions
5. Implement a uniform performance review program		Preliminary
	Legal Research Defining relationships of Dept. Heads	
	Probation Review Administrator	
	Probation Review Economic Development Dir	
6. Develop plan and funding for more broadband		Preliminary
	Meeting with SW Regional planning 28 Sep 2020	
	Scheduling meeting with John Bertz	
7. Develop finance and purchasing policy (increase admin authority on purchasing)		Preliminary
	Investigating other counties	
8. Develop new county board member orientation program		Preliminary
	Discussion and drafts	
9. Full review of county employee handbook, addendums and administrative manual		Preliminary
	Reviews in adjusting to Administrator Model	
10. Partner with Southwest Regional Planning in developing a county strategic plan		Developing
	Meeting with SW Regional planning 28 Sep 2020	
	Plan on moving forward with EAD Grant Study	
11. Develop policy and procedure to address complaints and investigations (Proposed by Administrator)		Preliminary
	Discussion and draft with several supervisors	
12. Develop compensation and classification plan (Proposed by Administrator)		No Actions
<u>County Board Strategic and Priority Goals (longer range goals):</u>		
1. More centralized HR supervision and resources		
2. Consider future referendum options for maintaining services		
3. Reach goal of 25% General Fund Reserve (3 months' reserve)		
4. Plan and prioritize employee retention and development		
5. Develop a five-year and ten-year plan		
6. Improve fiscal transparency		
7. Continue transition of Committee Boards and Commission to advisory/policy roles		
8. Continue establishing administrator position and administrative authority		
9. Collaboration with Richland Center		
10. Develop a plan for a new jail / public safety building		
11. Develop a plan for county owned property that promotes economic development (Proposed by Administration)		
12. Develop more rural broadband access (Proposed by Administration)		
<u>County Board Prioritized Values (how we approach solutions when values conflict):</u>	Key:	
1. Strategic Vision	No Actions	
2. Proactive	Preliminary	
3. Accountability	Developing	
4. Transparency	Actions Taken	
5. Direction by policy	Complete	