

RICHLAND COUNTY

Office of Clinton Langreck, County Administrator

221 West Seminary Street • Richland Center, WI • 53581

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To: Richland County Board, Chair Marty Brewer

Subject: County Administrator's Monthly Report — Feb 2021

16-Feb-21

COVID-19 Response:

Emergency Operations Center — briefings are held every Tuesday. We continue to exchange information with community regarding:

Community Statistics: There has been decrease in local in COVID-19 positive tests: as seen through our community testing statistics.

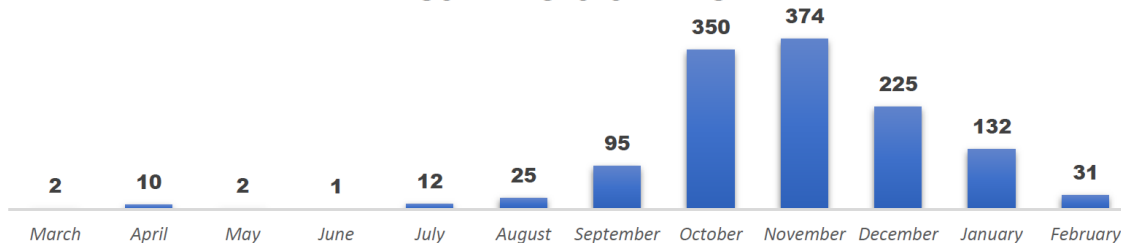
Richland County COVID-19 Statistics

The charts below represent the COVID-19 cases among Richland County residents reported as of February 15, 2021.

Time Period	Total Individuals	Positive Cases	Positive Case Percentage	CURRENT Active COVID Cases	TOTAL Recovered / Released from Isolation	TOTAL Related Deaths	OVERALL TOTAL COVID CASES	TOTAL Ever Hospitalized
Last 14 days	(88)*	31	-35.2%	60	+ 1,188	+ 13	= 1,261	75

*negative number of Total Individuals tested is a result of adjustments to Richland County numbers by the Department of Health Services

POSITIVE CASES BY MONTH



~Data provided through HHS Director Tracy Thorsen as of February 15th, 2021.



COVID-19 Community Testing: The Richland County Emergency Medical Services and Public Health will continue Monday testing at the Richland County Fairgrounds until March 1st. The WI National Guard will continue Thursday testing at the Richland County Fairgrounds until March 4th. Cold weather has impacted several testing days where operations were called off. Testing participation has been decreasing, but a community need remains.

To learn more: <https://covid.co.richland.wi.us/free-community-testing/>

COVID-19 Vaccine Information:

The Vaccination process has begun. For the most accurate and up-to-date information please visit: <https://covid.co.richland.wi.us/vaccine-information/>

Who is eligible for the COVID-19 vaccine?	
Current eligible populations	Next eligible populations
<ul style="list-style-type: none">• Frontline health care personnel• Residents in skilled nursing and long-term care facilities• Fire and police personnel, Correctional staff• Adults aged 65 and over	<p>Starting around March 1:</p> <ul style="list-style-type: none">• Education and child care• Individuals enrolle in Medicaid long-term care programs• Some public-facing essential workers• Non-frontline essential health care personnel• Staff and residents in congregate living facilities



Masking Advisory:

Discussions regarding a mask advisory have taken place involving the Richland County Board Chair, Marty Brewer; County Health Officer, Rose Kohout; Health and Human Resources Director, Tracy Thorsen; Emergency Management Director, Darin Gudgeon; and Administrator, Clint Langreck. With Governor Ever's new emergency order in place and county COVID-19 numbers declining, we will not be issuing a formal advisory at this time but will continue promoting and educating on safety protocols (including masking), testing resources and vaccination protocol.

Policy Development in 2021: Progress

Temporary COVID-19 Leave	Adopted Jan 2021
Short-Term Borrowing	Anticipated for Feb 2021
Complaints and Mismanagement	Anticipated for Feb 2021
Authorization Table	Development with F+P
Compensation Classification and Authorization Policy	Anticipated for Apr 2021
Purchasing Policy	Under development
Tax Deed Property	Under development

Strategic Planning:

Resolution No. 21-107 approved the County Administrative Strategic Plan and Administrative Priorities. The Administrator reports to the Finance and Personnel Committee regarding the status and progress of these goals.

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Strategic Plan Tracking and Reporting: 2020-2021						
Items:	Actions:	Status:				
Challenges for the County		29-Sep-20	30-Oct-20	25-Nov-20	29-Dec-21	16-Feb-21
Administrator (18 month goals)						
1. Develop a long-term		Preliminary	Developing	Developing	Developing	Actions Taken
	Meeting with SW Regional planning 28 Sep 2020					
	Utilization of WI Statute 75.69(2) for strategic land development Ordinance / Policy Change to Follow					
	Received EAD Grant for Development Resiliency					
	Bagan Marketing and Tourism Focus Team Meetings					
	Scheduled dates for planning session					
	SW Regional Planning is leading Board through strategic planning					
2. Transition finance and HR from County Clerk's Office to the Administrator's Office		Preliminary	Developing	Developing	Developing	Actions Taken
	Preliminary Discussion with Clerk 16 Sep 2020					
	Administrator moved office to Courthouse 23 Oct 2020					
	Administrative Transition Team has begun meeting: Nov 6th					
	Administrative Transition recommendation to F+P Dec 16th					
	Transferred the Accounting Supervisor + Payroll and Benefits Specialist Positions					
3. Make resolutions and ordinances available and organized on the internet		Preliminary	Preliminary	Preliminary	Preliminary	Preliminary
	HTML Richland CTY Website search tool -by MIS					
4. Develop more uniform HR policy and procedures		No Actions	No Actions	No Actions	No Actions	No Actions
5. Implement a uniform performance review program		Preliminary	Developing	Developing	Developing	Developing
	Legal Research Defining relationships of Dept. Heads					
	Probation Review Administrator					
	Probation Review Economic Development Dir					
	Looking to confirmation of appointed department heads in Nov					
	Department Heads Confirmed on 17 Nov 2020					
	Schedule for Department Head Reviews has been made					
6. Develop plan and funding for more broadband		Preliminary	Preliminary	Preliminary	Preliminary	Preliminary
	Meeting with SW Regional planning 28 Sep 2020					
	Scheduling meeting with John Bertz					
7. Develop finance and purchasing policy (increase admin authority on		Preliminary	Preliminary	Preliminary	Preliminary	Preliminary
	Investigating other counties					
	Amendment to Rule #14 expanding authority					
8. Develop new county board member orientation		Preliminary	Preliminary	Preliminary	Preliminary	Preliminary
	Discussion and drafts					
9. Full review of county employee handbook, addendums and		Preliminary	Preliminary	Preliminary	Preliminary	Preliminary
	Reviews in adjusting to Administrator Model					
10. Partner with Southwest Regional Planning in developing a county strategic plan		Developing	Developing	Developing	Actions Taken	Actions Taken
	Meeting with SW Regional planning 28 Sep 2020					
	Plan on moving forward with EAD Grant Study					
	Received EAD Grant for Development Resiliency					
	Bagan Marketing Focus Team Meetings					
	Released Survey					
	Entered an Agreement // Planning is underway					
11. Develop policy and procedure to address complaints and investigations		Preliminary	Preliminary	Actions Taken	Actions Taken	Complete!
	Discussion and draft with several supervisors					
	Department Review: Taking to County Board in January					
12. Develop compensation and classification plan (Proposed by Administrator)		Preliminary	Preliminary	Preliminary	Preliminary	Developing
	Policy draft for discussion 05 Jan 2021					

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2022 Budget Planning with Finance and Personnel – Timeline:

Richland County 2022 Budget Development Process	
The following time-line is set to guide a process and discussion.	
Adopt plan and timeline the 2022 budget process:	1-Dec-20
Initiatives and timeline	
Affirm commitments to prior resolutions:	5-Jan-21
Amend and Affirm Res 15-98 General Fund Balance	16-Feb-21
Discussion and guidance on Res 19-89 Compensation Plan	
Capital Improvements and Projects:	Feb and Mar 2021
Develop forecast plan	2-Feb-21
Adopt a plan (Special Meeting in March to Discuss)	
IT projects and funding	
Review and affirm partnerships:	2-Mar-21
Goals and Planning for Union Negotiations	2-Mar-21
Closed Session on Goals for 2021- CBA	
Review Fund Assignments:	2-Mar-21
Placement Fund - 2022 Plan	
Staffing and Spacing	April thru June 2021
Review Functions	
Determine needs and possible adjustments	
Collective Bargaining	May through July 2021
Health insurance and benefits	6-Jul-21
Review current package	
Explore options	
Operating budget	August – September 2021
Preliminary Guidance	
Review by Line item w/ Administrator and F+P Committee	
Presentation to Supervisory Committees	
Finalization by F+P Committee	
Posting	
Hearings and adoption	26-Oct-21

Current Administrative Projects/Support:

List of current major projects the Administrator is assisting/tracking development:

- Tri-County Airport Project/Drainage Ditch and 2022 Improvements
- Strategic Planning through SW Regional Planning
- 2022 Budget Process:
 - Capital Improvement/Project Planning
 - Union Negotiations
- Emergency Response Radio/Tower Assessment
- ~~Courtroom Improvements (Complete in March)~~
- Courthouse Roof Repair
- Multiple Roof Repair Project
- County Grass Cutting Assessment
- ~~Cazenovia Demolition (Complete in Feb)~~
- Land Conservation Relocation
- New Ambulance Garage
- Kayak Landing Project
- Administrator Transition

Wisconsin Counties Association (WCA):

Governor Evers will be introducing the 2021-2023 State Budget on February 16, 2021. WCA intends to review the budget and release a summary report on county impacts. Information can be found at: <https://www.wicounties.org/legislative/state-budget/>. WCA unveils their new Legislative Bills Tracking System in partnership with the Wheeler report. Information found at: <https://www.wicounties.org/legislative/legislative-bills/>. A local area business was recognized in February's Wisconsin Counties Magazine Issue. Lonesome Stone Milling of Lone Rock appeared in the "Know Your Wisconsin" article, page 45. <https://indd.adobe.com/view/a6f4f7ab-5e4f-4787-9333-970a13555b2c>

Current County Board, Committee and Commission Meetings Tracker:

(Please see attachment below.) This Schedule is only a tracker and is not policy, meetings may deviate based on needs of the bodies or discretion of the chairs. Please always reference agendas. Please report discrepancies or changes to me and I will do my best to update and redistribute the tracker with future monthly reports.

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Richland County — Administrator

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RICHLAND COUNTY					
MONTHLY MEETING SCHEDULE FOR COMMITTEES, COMMISSIONS AND BOARDS					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
WK 1					
			Ag and Extension Edu - 1PM		
	Finance and Personnel - 1PM		Rules and Resolutions - 1PM		
	Zoning and Land Info-3PM County Parks-5:30PM		Transportation Cord (Qrt) - 3PM Highway and Transportation - 5:30PM	Board of Adjustments - 1PM Property, Buildings, Grounds - 3PM	
WK 2				Health+Human Services - 10:30AM	Law Enforcement Judiciary 8:30AM
	UW Platt.-Richland-1:15PM		COUNTY BOARD MAIL-OUT		
	Land Conservation - 4PM		(Wednesday before Board Meeting)		
	Symons Natatorium - 7PM	City Park Board - 5PM County Board -December	Comm on Aging and Dis - 1PM		
WK 3			Hidden Valleys Board - 11AM		
	Auditing Committee - 9AM		Fair and Recycling - 5PM		
	RED Economic Dev - 1PM	County Board - 7PM	SW WI Library System - 5PM	Veterans Service Commission- 10am	
	City Library Board - 5PM Pine Valley - 6PM	(except: October is last Tuesday , and no meeting in November and December is 2nd Tuesday)	Joint Ambulance - 7PM (Quarterly Feb, May, Aug and Nov)	Tri-County Airport - 11AM	
WK 4/5					
	OFF WEEK	OFF WEEK	OFF WEEK	OFF WEEK	OFF WEEK
COMMITTEES, COMMISSIONS AND BOARDS THAT MEET AS NEEDED					
Americans with Disability Act Compliance Committee			Joint Ambulance Subcommittee		
Child Support Committee			Mississippi Valley Health Services Commission		
City/County Ad Hoc Committee			Neighborhood Housing Services of Southwest Wisconsin		
Committee on Committees			Nutrition Advisory Council		
Community Development Block Grant Housing Regional Board			Richland County Housing Authority		
Community Development Block Grant Revolving Loan Regional Board			Southwest Wisconsin Community Action Program		
Courthouse Security Committee			Viola Library Board		
Criminal Justice Coordinating Committee					
CST Coordinating Committee					
Emergency Management Committee					
ALL MEETING TIMES AND DATES ARE SUBJECT TO CHANGE					