

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Strategic Challenges and Goals Tracking

Department	Administration	Presented By:	Clinton Langreck
Date of Meeting:	05 Jan 2021	Action Needed:	Motion on guidance or accept
Disclosure:	Open Session	Authority:	Committee Structure E
Date submitted:	22 Dec 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 (29 Dec 2020)	
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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:			
Challenges for the County Administrator (18 month goals for		29-Sep-20	30-Oct-20	25-Nov-20	29-Dec-21
1. Develop a long-term strategic		Preliminary	Developing	Developing	Developing
	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				
2. Transition finance and HR from County Clerk's Office to the Administrator's Office		Preliminary	Developing	Developing	Developing
	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				
3. Make resolutions and ordinances available and organized on the		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
5. Implement a uniform performance review program		Preliminary	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				
6. Develop plan and funding for more broadband		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
	Investigating other counties				
	Amendment to Rle #14 expanding authority				
8. Develop new county board member orientation program		Preliminary	Preliminary	Preliminary	Preliminary
	Discussion and drafts				
9. Full review of county employee handbook, addendums and administrative manual		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
	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				
	Proposed Agreement Language to Administer Gran				
11. Develop policy and procedure to address complaints and investigations (Proposed by		Preliminary	Preliminary	Actions Taken	Incomplete?
	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
	Policy draft for discussion 05 Jan 2021				

Recommended Cover Letter— County Administrator Langreck (20 May 2020)