

Richland County

Rules & Strategic Planning Standing Committee

MAY 5th, 2022

The Rules and Strategic Planning Standing Committee met on Thursday, May 5th, 2022, at 10:00 a.m. in the County Board Room at 181 W. Seminary Street via videoconference and teleconference.

Committee members present included: Committee Chair Shaun Murphy-Lopez, Marty Brewer, Donald Seep, Ingrid Glasbrenner, Danielle Rudersdorf. Linda Gentes, Chad Cosgrove, Bob Frank and Julie Fleming.

Department heads, staff and public present were: County Administrator Clint Langreck, Jason Glasbrenner, Administrative Assistant Cheryl Dull with John Couey and Gabe Schmitt from MIS running the teleconferencing. Those logged in by videoconference or teleconference: Chief Deputy Aaron Wallace, Clerk Derek Kalish, Treasurer Jeff even, Accounting Supervisor Tammy Wheelock, Sheriff Clay Porter and WRCO.

1. **Call to Order** - Committee Chair Murphy-Lopez called the meeting to order at 10:03 a.m.
2. **Proof of Notification** - Chair Murphy-Lopez confirmed that the meeting had been properly noticed.
3. **Agenda Approval** - Moved by Supervisor Glasbrenner to approve the agenda, seconded by Supervisor Cosgrove. All voting aye, motion carried.
4. **Public comments** - Chair Murphy-Lopez invited any public to make comments. No public comments.
5. **Approval of minutes:**
 - a. **March 8th Strategic Planning Committee** – Moved by Supervisor Glasbrenner to approve the minutes as presented, 2nd by Chair Murphy-Lopez. All voting aye, motion carried,
 - b. **March 14th Rules & Resolutions Committee** – Moved by Supervisor Cosgrove to approve the minutes as presented, 2nd by Murphy-Lopez. All voting aye, motion carried.
6. **Roles and responsibilities of the Rules & Strategic Planning Standing Committee** – Chair Murphy-Lopez asked for introductions from the committee members and to state which committee they are representing. Administrator Langreck stated Fair, Recycling & Parks Standing Committee and Land and Zoning Standing Committee appointed representatives, Rudersdorf and Gentes at the last meeting. They have not been confirmed by County Board yet so they will need to refrain from voting today. Chair Murphy-Lopez reviewed the roles/responsibilities of the board.
7. **Branding Committee recommendation** - Jasen Glasbrenner presented the designs and updated the committee on the process in how they reached this decision. Questions followed from Supervisors Frank, Seep, Brewer, Fleming, Murphy-Lopez, Rudersdorf and Gentes in reference to the departmental decisions and adjustments to the logos. The preference of the committee is the logo with Richland County inside the county outline. Moved by Supervisor Frank to proceed moving this forward to the County Board, 2nd Supervisor Cosgrove. Chair Murphy-Lopez requested a roll call vote. Murphy-Lopez-aye; Brewer-aye; Seep-aye; Glasbrenner-aye; Cosgrove-aye; Frank-aye; Fleming-aye. All 7 voting aye, motion carried.
8. **Strategic plan review and amendment:** Administrator Langreck reviewed the amendments to the plan created by the restructuring. Moved by Supervisor Brewer to adopt the plan and not send back to County Board again for approval, 2nd by Supervisor Frank. All voting aye, motion carried.

Discussion followed on the tasking of items, to whom, roll out and expectations after that. Also discussion on comprehensive plan, timeline, contractors and cost. Comprehensive Plan should be tasked to Land & Zoning Standing Committee and Rules & Strategic Planning Standing Committee until it is determined what would be in it. Moved by Supervisor Glasbrenner to distribute the plan to departments for review and input, 2nd Supervisor Cosgrove. Motion carried. The Committee representatives should make sure it gets on the agendas of the departments.

9. **Committee financial oversight** – Chair Murphy-Lopez asked to have this put on the agenda because he is seeing agendas come out without that on there. The Administrative Manual calls for it to be done monthly and it is not always being satisfied. He is recommending there be a change in the Administrative Manual to XI. and Body structure document. Clerk Kalish stated reports are provided monthly to departments. The audit committee is replaced with reviews from Administrator Langreck and Clerk Kalish if review is needed. Supervisor Frank felt review should continue be done monthly not quarterly. No action is taken as there would

Richland County

Rules & Strategic Planning Standing Committee

not be a change in the rules. Chair Murphy-Lopez stated this is only found in our Administrative Manual which is an inconsistency in how it is being handled.

10. Body (committee) structure document amendments –

a. ADA Compliance Committee – Administrator Langreck is recommending a structure change of striking the County Board Chair, adding the Vice Chair and change 1 supervisor with 2 supervisors. Moved by Supervisor Cosgrove to approve the change, 2nd Supervisor Fleming. All voting aye, motion carried.

b. Health & Human Services and Veterans Standing Committee – Identifying the two citizen-veterans' members as non-voting for items specific to the Board of Health.

Land and Zoning Standing Committee adding notes of federal code/guidance for FSA to not provide membership (conflicts with state statute).

Moved by Supervisor Glasbrenner to approve changes to the committees, 2nd by Supervisor Frank. All voting aye, motion carried.

11. County Board training and mentor program -

Chair Murphy-Lopez encouraged attendance to the WCA training on May 16th and encourage participation in the mentor program. Supervisor Gentes stated her and Supervisor Voyce have already matched up and have met several times already. Supervisor Rynes and Fleming still need partners. Supervisor Fleming stated she can't attend on May 16th so she will be attending in Deforest. There are 5 currently signed up for the WCA training.

Moved by Supervisor Cosgrove to send out information to supervisors about the trainings and mentorship, 2nd by Supervisor Glasbrenner. All voting aye, motion carried.

12. Rule #10 amendment –

Chair Murphy-Lopez presented an amendment to rule #10 because it currently does not follow Robert's Rules of Order, which allows a motion to postpone to be debated. County Board Rule #10 currently states, "When a motion is under discussion, no motion shall be in order except a motion to table until later in the meeting or to table to a definite date or to table indefinitely, which shall not be debatable, or a motion to amend. A motion to adjourn shall be in order and be decided without debate."

Moved by Supervisor Brewer to amend rule 10 to "*When a motion is under discussion, no motion shall be in order except 1) a motion to table until later in the meeting (not debatable), 2) a motion to postpone or to table to a definite date or to table indefinitely (debatable), which shall not be debatable, or 3) a motion to amend. A motion to adjourn shall be in order and be decided without debate.*", 2nd Supervisor Glasbrenner. All voting aye, motion carried.

13. WI Counties Association resolutions –

Supervisor Brewer asked Chair Murphy-Lopez to look into this. O'Connell has sent letters to Counties asking for resolutions for the WCA to take for legislation, due by June 20th. State Aide was one that needs to be sent to Legislation, Chair Murphy-Lopez and Supervisor Gentes to work on this one. Supervisor Frank recommended continued funding for NG911. Administrator Langreck will touch base with other county administrators on what they are working on for state aide and provide feedback to Chair Murphy-Lopez and Supervisor Gentes. Supervisor Frank asked Administrator Langreck to inquire about public communication.

Moved by Supervisor Brewer to get information out to committee chairs to put on their agendas for discussion and feedback, 2nd Supervisor Glasbrenner. All voting aye, motion carried.

14. Future agenda items -

Murphy-Lopez - none; Brewer– formal policy covering conferences, authorization, limited numbers and direction/directive; Seep – county employees traveling out of state for training and was any action taken on a policy; Glasbrenner – comprehensive plan scope; Rudersdorf - none; Gentes - none; Cosgrove - none; Frank - none; Fleming - none.

15. Adjournment –

Next meeting will be held Thursday June 2nd @ 10:00 a.m. Moved by Supervisor Cosgrove to adjourn at 11:58 a.m., seconded by Supervisor Frank. All voting aye, motion carried.

Minutes respectfully submitted by
Cheryl Dull
Assistant to the County Administrator