

## Grant County Administrative Committee: Strategic Planning Minutes

1 P.M. on Tuesday, December 2<sup>nd</sup>, 2014 in Room 266, second floor of the Administration Building in Lancaster.

**Committee Members Present:** Robert Keeney, Dale Hood, John Patcle, Mark Stead, Roger Guthrie, Robert Scallon and Larry Wolf

**Also Present:** Todd Johnson

1. After much deliberation, the following items were amended to the draft of the 2014 Grant County Strategic Plan:
  - Strategy 5A: First Steps: Lean Government training for Highway Department.
  - Strategy 8A & Strategy 8B Combined to read as:
    - Strategy 8A: Promote Good Governance Through Youth
      - Description: Work with local students to create and manage social media to educate the Public about Grant County government.
      - Barriers: School districts may not have an interest. Content may be sensitive.
      - First Steps: Contact Tom Martin at CESA 3 to identify school districts that may have an interest in working with Grant County government.
2. The Administrative Committee reviewed the identified goals and strategies and developed a ranking for priorities. Committee members were asked, "What are we ready to do?", "What are we capable of doing?", and "What do we have energy to do?" The chart below lists the strategies along with their secondary impacts, and ranking.

Strategy	Ready	Capable	Energy	Secondary Impacts										Ranking
				1A	2A	2B	3A	4A	5A	5B	6A	7A	8A	
1A: Hire a Professional Administrator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2
2A: Grant County "Buys Local"	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1
2B: Work With Agencies and Organizations to Attract...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
3A: Lean Government Approach to Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
4A: Develop a Master Plan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	4
5A: Maintain Funding	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
5B: Mitigate Negative Impacts of Implements...	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1
6A: Evaluate Existing Service Structure	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	3
7A: Investigate Alternative Meal Programs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-
8A: Promote Good Governance Through Youth	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	1

☒ = Yes, ☒ = Maybe, ☐ = No

The Administrative Committee recognized that strategies 2B, 3A, 5A, and 7A are largely activities that are “ongoing” and need little “new” action to be taken. Strategies 2A, 5B, and 8A are strategies in which implementation could occur immediately with little effort from the Administrative Committee and should begin as soon as possible. Although strategy 4A is perhaps the “most important” strategy among Committee members, it was agreed that both 1A and 6A should be addressed prior. The following “Action Plan” was developed:

### Action Plan

Strategy	Timeline	First Steps
1A: Hire a Professional Administrator	3 - 6 months	Contact UWEX Local Government Center for “best practices”.
2A: Grant County “Buys Local”	3 months	Contact Corporation Counsel to develop policy language.
2B: Work With Agencies and Organizations to Attract...	ongoing	Continue to work with existing partners.
3A: Lean Government Approach to Management	ongoing	Continue to support training efforts.
4A: Develop a Master Plan	1 year	Find a reputable firm with Wisconsin county services background and facility master planning experience.
5A: Maintain Funding	ongoing	Provide Lean government training.
5B: Mitigate Negative Impacts of Implements...	3-6 months	Work with Highway Commissioner, Sheriff, and Corporation Counsel to develop a letter to local government. Be sure to include input from Wisconsin Towns Association and the Wisconsin League of Municipalities.
6A: Evaluate Existing Service Structure	6 months – 1 year	Contact UWEX Local Government Center for “best practices”. May need to hire a private consultant.
7A: Investigate Alternative Meal Programs	ongoing	Contact Corporation Counsel to develop policy language.
8A: Promote Good Governance Through Youth	3 months	Contact CESA 3 to assist in finding school districts interested in working with Grant County government.

3. The Grant County Strategic Plan was developed by the Grant County Administrative Committee and recommended for adoption by the Grant County Board of Supervisors. The Administrative Committee is charged with the implementation of strategies to achieve its goals. Periodic review of the plan is required to ascertain performance and determine relevancy. Todd Johnson will be presenting the draft copy of the Strategic Plan to the Grant County Board of Supervisors on December 18, 2014. He will give a short overview of the process; how and why the steps were implemented, anticipating approval of the draft plan at the January 2015 County Board Meeting.

4. Adjournment: Mark Stead, seconded by Robert Scallon, made a motion to adjourn the meeting at the call of the chair. Motion carried.

*Faithfully submitted by Todd Johnson, UWEX-Grant County CRD Agent on December 8, 2014.*