



CHAMPAIGN COUNTY BOARD COMMITTEE AGENDA

STRATEGIC PLANNING COMMITTEE

Brookens Administrative Center, Jennifer K. Putman Meeting Room
1776 E. Washington, Urbana
February 1, 2012 – 4:30 p.m.

CHAIR: Brendan McGinty

MEMBERS: Carol Ammons, Tom Betz, Jonathan Schroeder

<u>ITEM</u>	<u>PAGE NO.</u>
I. <u>Call to Order</u>	
II. <u>Roll Call</u>	
III. <u>Approval of Agenda/Addenda</u>	
IV. <u>Approval of Minutes</u> – January 11, 2012	1-3
V. <u>Public Participation</u>	
VI. <u>Recommendation for 2012 Strategic Plan</u>	4-6
a. Approval of Inclusion of Revised Goals	
b. Determination of Inclusion of “Defining Our Values” Section	
c. Final Approval of Revised 2012 Strategic Plan to Forward to Policy, Personnel & Appointments Committee	
d. Recommend to Forward to Policy, Personnel & Appointments the Ideas & Initiatives Summary Document for review and information	
VII. <u>Next Meeting Date</u>	
VIII. <u>Other Business</u>	
IX. <u>Adjourn</u>	

1 CHAMPAIGN COUNTY BOARD
2 COMMITTEE MINUTES
3

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5 **STRATEGIC PLANNING COMMITTEE**

6 **Wednesday, January 11, 2012**

7 **Brookens Administrative Center, Jennifer K. Putman Meeting Room**

8 **1776 E. Washington St., Urbana**
9

10
11 **MEMBERS PRESENT:** Carol Ammons, Tom Betz, Brendan McGinty (Chair), Alan Nudo,
12 Jonathan Schroeder
13

14 **MEMBERS ABSENT:** None
15

16 **OTHERS PRESENT:** Deb Busey (County Administrator), Patti Petrie (County Board
17 member), C. Pius Weibel (County Board Chair)
18

19 **CALL TO ORDER**
20

21 McGinty called the meeting to order at 4:32 p.m.
22

23 **ROLL CALL**
24

25 Ammons, Betz, McGinty, Nudo, and Schroeder were present at the time of roll call, establishing
26 the presence of a quorum.
27

28 **APPROVAL OF AGENDA/ADDENDUM**
29

30 **MOTION** by Ammons to approve the agenda; seconded by Betz. **Motion carried with**
31 **unanimous support.**
32

33 **APPROVAL OF MINUTES**
34

35 **MOTION** by Betz to approve the Strategic Planning Committee November 9, 2011 minutes;
36 seconded by Ammons. **Motion carried with unanimous support.**
37

38 **PUBLIC PARTICIPATION**
39

40 There was no public participation.
41

42 **PROPOSED GOALS STATEMENT WITH ALIGNMENT OF INITIATIVES**
43

44 Ammons inquired about providing orientation for new county board members, which had
45 received a score of three and was not included in the consolidated list of top ideas and initiatives. Busey
46 explained orientation would be provided. McGinty said he and Busey had discussed having
47 presentations broken down into modules, which could be either emailed or placed on the County
48 website. Busey explained her goal was to supply every board member an orientation packet the day
49 after the election. She said this would provide time for review before the start of the new term, and

50 opportunities for follow-up would be available. McGinty stated they discussed a more comprehensive
51 approach using a combination of detailed visual aids, for example, screen shots of the County website
52 demonstrating how to navigate it accompanied by the County Administrator's narration. He explained
53 after this process, opportunities for Q and A sessions would be provided.
54

55 Petrie asked if the list of ideas and initiatives that received lesser scores of two and three could
56 be included as a reminder in the Committee report and recommendation to the County Board. Busey
57 explained the goals could be added to if necessary. McGinty explained the Committee had discussed
58 every idea, some multiple times, through-out the process and he was happy with the results. He said the
59 County Board would have opportunity for input as well and that is why they gave a score to all ideas
60 and initiatives. Ammons asked if the goals one through four were listed in order of priority. Busey said
61 they were not; every item on the consolidated list of goals received a score of four. Busey expected
62 departments to add initiatives specific to their areas of expertise under each goal. These initiatives
63 would not be included in the strategic plan, but if needed a matrix could be created covering all areas of
64 County government as a whole. McGinty stated once the strategic plan is in place, the expectation is
65 that it would act as a template for department heads to use in their budget processes by tying the funds
66 in their budgets to the goals set forth for County government as a whole. McGinty said when a
67 department head requests a budget change they should be able to tie it to the strategic plan. He said
68 many department heads look to the County Administrator for assistance during the budget process. He
69 explained the strategic plan should promote a more self-reliant and accountable process.
70

71 Ammons said a value component should be added to the goals statement. Betz said the County's
72 sponsorship through the quarter-cent sales tax of unique preventive health and safety programs should
73 be documented. Betz gave the example of the Head Start program, which requires inoculations. Betz
74 stated it was important to acknowledge in a documentary form this type of information for the public
75 and future boards so they know that the County Board supports and oversees many diverse programs
76 that contribute to the health, safety, and education of the community at large. McGinty agreed and
77 asked where this type of information should be placed. Betz wanted to ensure future board members
78 were aware of every agency and program that should report to the County Board so each could be
79 monitored and held accountable.
80

81 Betz felt one of the goals should read, "Champaign County supports balanced growth and
82 development". Nudo suggested "balanced growth and good quality of life". More discussion followed.
83 Busey suggested everyone review the Economic Development Policy. Busey said they should
84 concentrate on items that fall under the County Board for these goals and she expected the departments
85 to add their own initiatives that fall within their department under the same goals. For instance, the
86 Emergency Management Agency would add specific items related to emergency management under the
87 public safety goal.
88

89 McGinty felt the Board should review policies and procedures on a regular basis and said this
90 should be integrated into the plan as well. The consensus of the Committee was for each to review the
91 County's policies and procedures before the next meeting. Ammons said she agreed with Betz that the
92 goal statement of safe and healthy communities encompasses much more than jails. She gave examples
93 of the Delinquency Prevention program and the SAMHSA program administered by the Mental Health
94 Board. Betz said the plan should include a "process" statement in other words, how county business is
95 completed. Busey agreed to be high performing excellent processes must be in place and understood.

96 Petrie suggested the statement that “local government is friendly and there to serve the residents of the
97 County”. Betz suggested, “The County Board process shall be inclusive of public input and make
98 information available to both the public and the Board to make rational decisions”. Petrie stated the
99 public does not have a sense that they are listened to or get any response when they come before the
100 Board and this should be addressed in goal one. Nudo disagreed and said people usually speak to a
101 specific item on the agenda during public participation and continual exceptions to the rules are made
102 to allow the public to speak, even during discussions. Schroeder added that many times the Board is
103 approached with issues that are not within their scope.

104
105 Betz said part of the statement should be “Champaign County is a high performing organization
106 committed to open transparent governance”. Ammons asked why technology was not included in goal
107 four because the website provides services. McGinty said technology goals should be broader because
108 many obtain information in other ways, such as Facebook, Twitter, or direct email. Busey suggested
109 expanding the previous statement to “Upgrade County’s financial management and accounting system,
110 and technology communication systems”. McGinty said although there is no funding to upgrade
111 technology systems, it has to be a goal. Petrie suggested, “Upgrade County’s technology systems” and
112 then list items that are more specific. Busey agreed, and added “and maintain”.

113
114 The consensus of the committee was to review and add to the list of goals as discussed for the
115 next meeting. Betz said the plan should include a statement regarding costs because the goals are very
116 expensive. Busey stated any new development has a cost and the Board should prioritize the goals.
117 Busey said if any funds became available, they should go toward technology and facility infrastructures
118 because they are both underfunded. McGinty said the members should provide comments on the plan
119 for the next meeting.

120
121 **NEXT MEETING DATE**

122
123 The next meeting date and time is Wednesday, February 1, 2012 at 4:30 p.m.

124
125 **OTHER BUSINESS**

126
127 There was no other business.

128
129 **ADJOURNMENT**

130
131 McGinty adjourned the meeting at 5:30 p.m.

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133
134 Respectfully submitted,

135
136 Kay Rhodes
137 Administrative Assistant

138
139 *Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.*

CHAMPAIGN COUNTY BOARD STRATEGIC PLAN

VALUES

*Diversity
Quality of Life
Justice
Teamwork
Responsibility to the Public*

VISION

Our vision is to be a recognized leader in local government where every official and employee has a personal devotion to excellence in public service and embraces the highest standards of ethics and integrity, which enables us to provide the best customer services to the citizens of Champaign County.

MISSION

Champaign County is committed to its citizens by offering a wide range of services in a cost-effective and responsible manner.

DEFINING OUR VALUES

DIVERSITY

- Hiring practices to promote a workforce reflective of the community
- Recognition and appreciation of diversity of the community
- Equal and inclusive access to services and programs

QUALITY OF LIFE

- Value broad range of quality education
- Manage and encourage delivery of quality and effective health care services
- Effectively manage real estate tax system
- Support of local business community
- Promote effective economic development

JUSTICE

- Equal access to civil and criminal justice services
- Place value on public safety and individuals' rights
- Encourage effective communication among public safety/criminal justice system providers
- Prevention of recidivism
- Manage safe and secure detention facilities

CHAMPAIGN COUNTY BOARD STRATEGIC PLAN

TEAMWORK

- Intra-governmental cooperation
- Inter-governmental cooperation
- Collaboration to achieve goals
- Civility and cooperation among the County Board

RESPONSIBILITY TO THE PUBLIC

- Fiscal solvency
- Transparency
- Responsiveness
- Efficient and friendly delivery of services
- Ethical acts
- Critical thinking

GOALS

GOAL 1 – Champaign County is a High Performing Local Government Organization Committed to Open, Transparent Governance

County Board Initiatives:

- Upgrade and maintain technology systems:
 - Financial management and accounting systems
 - Technology communication systems
 - Real estate tax cycle systems
 - Integrated justice information systems
- Make intergovernmental cooperation a goal in projects (e.g. – Mahomet Aquifer)
- County Board contracts – allow for timely review by Board members; ensure that contracts are enforceable and written to protect and benefit the County
- Succession planning for County Administration

GOAL 2 – Champaign County Maintains High Quality Public Facilities

County Board Initiatives:

- Development of comprehensive plan for county facilities and campuses, establishing goals and objectives; documenting maintenance repair and replacement with an emphasis on sustainable solutions and “orgreenic” concepts; developing annual appropriation for implementation of plan
- Study and plan to document long-term solutions for county jail facilities and operations through:
 - Assistance and planning from the criminal justice system officials
 - Potential establishment of Citizens Advisory Committee

GOAL 3 – Champaign County Promotes a Safe and Healthy Community

County Board Initiatives:

CHAMPAIGN COUNTY BOARD STRATEGIC PLAN

- Financial solvency of the Nursing Home to ensure ongoing delivery of service
- Ongoing commitment to improving health insurance – through education, evaluation of benefits, and management of cost
- Delinquency prevention through funding of programming and appropriate services

GOAL 4 – Champaign County is a County that Supports Balanced Growth

County Board Initiatives:

- Ongoing monitoring and review of the County Economic Development Policy
- County-wide referendum to offer the opportunity of electricity aggregation for residential and small businesses