



MONROE COUNTY BOARD OF SUPERVISORS

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COMMITTEE:

DATE:

TIME:

PLACE:

NOTICE OF MEETING

STRATEGIC PLANNING COMMITTEE

Tuesday, April 11, 2023

5:00 p.m.

Monroe County Assembly Room

Justice Center

112 South Court Street (South Entrance)

Sparta, WI 54656

SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Approval of March 16, 2023 Minutes
3. Public Comment
4. Review Vision Statements – Discussion/Action
5. Strategic Plan Framework – Discussion/Action
 - a. Foundation Pillars
 - b. Goals/Themes
 - c. Assign Committee Members to Project Goals
6. Strategic Planning Survey Social Preparation
7. Plan for Upcoming Meetings
8. Set Next Meeting Date and Time
9. Adjournment

Toni Wissestad, Committee Chair
STRATEGIC PLANNING COMMITTEE
Date notices mailed: 04/04/2023

PLEASE NOTE: A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.

Present: Toni Wissestad, Zach Zebell, Adam Balz, Todd Sparks, Jason Jandt, Cedric Schnitzler
Others: Tina Osterberg, Adrian Lockington

- The meeting was called to order in the Monroe County Board Assembly Room at 5:00 p.m. by Chair Toni Wissestad.
- Motion by Adam Balz second by Zach Zebell to approve the February 14, 2023 minutes. Carried 6-0.
- Public Comment – No one from the public addressed the board.
- Review Mission and Vision Statements – Chair Toni Wissestad provided suggested mission statements by Board Supervisors and Departments. Discussion. The committee recommendation for the new Monroe County Mission Statement is: The Mission of Monroe County is to Promote the Health, Safety, and Quality of Life for our Residents. We are committed to providing sustainable, efficient, professional services while seeking opportunities through reliable infrastructure, innovative growth, and fiscal responsibility. Toni Wissestad provided the committee with sample vision statements. Vision statements will be addressed at the next meeting.
- Resolution Approving Mission/Vision Statements. Motion by Zach Zebell second by Adam Balz to approve mission statement as recommended by the Strategic Planning Committee. The resolution will be drafted by the County Administrator and forwarded to the Monroe County Board meeting on 03/22/23. Carried 6-0.

- Review of Department Head Responses from March 2, 2023. Chair Toni Wissestad provided members with the Department Head strategic planning session responses. Some of the topics discussed but not limited to: credit card machines, grant writer, employee retention, paid time off, communication, staff burnout, technology, wages, feedback, training, succession planning. It was discussed that some of the items could be completed in a short time for a minimal cost.

Cedric Schnitzler was excused from the meeting at 5:35 p.m.

- Review of Supervisor Responses from March 8, 2023 – Chair Toni Wissestad provided members with the County Board Supervisor planning session responses. Some of the topics discussed but not limited to: parks, employee retention, child care, tourism, fiscal responsibility, building consolidation, cross training departments, on-line processes, and technology.
- Strategic Plan Framework – Chair Toni Wissestad outlined five pillars that appeared to cover most strategic topics: fiscal responsibility; health & safety; employee retention/recruitment; efficiency; quality/service. The committee will establish topics/goals under each of the pillars for strategic planning. Committee members may create additional pillars. Framework suggestions will be brought to the next meeting.
- Plan for Upcoming Meetings – Tuesday, April 11, 2023 beginning at 5:00 p.m.

A Strategic Planning Survey Social was discussed to include all County Board members and Department Heads. This meeting would provide both the Department Head responses and the County Board Supervisor responses and allow time for interaction. April 20th, 2023 was set as the date at the Sparta American Legion beginning at 5:00 p.m.

- Motion by Todd Sparks second by Zach Zebell to adjourn the meeting at 7:08 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder