



# MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1

SPARTA, WISCONSIN 54656

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[www.co.monroe.wi.us](http://www.co.monroe.wi.us)

**COMMITTEE:**

**DATE:**

**TIME:**

**PLACE:**

## **NOTICE OF MEETING**

### **STRATEGIC PLANNING COMMITTEE**

**Wednesday, August 23, 2023**

**4:00 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 July 12, 2023 Minutes
3. Public Comment
4. Feedback Review of Strategic Plan Document – Discussion/Action
5. Strategic Plan Resolution(s) – Discussion
  - a. Resolution to Approve the Strategic Plan for Monroe County
  - b. Resolution Approving Method for Implementation and Monitoring of the Strategic Plan
6. Implementation and Evaluation Process
7. Data Gathering and Outcome Measure Process
8. Mission Statement Signage and Transparency
9. Website Update and Plan Roll Out
10. Future Agenda Items
11. Set Next Meeting Date and Time
12. Adjournment

Toni Wissestad, Committee Chair  
STRATEGIC PLANNING COMMITTEE  
Date notices mailed: 08/17/2023

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.

Strategic Planning Committee  
July 12, 2023

Present: Toni Wissestad, Adam Balz, Cedric Schnitzler, Todd Sparks, Zach Zebell

Absent: Jason Jandt

Others: Tina Osterberg, Adrian Lockington, Kerry Sullivan-Flock

- The meeting was called to order in Monroe County Board Assembly Room at 3:30 p.m. by Chair Toni Wissestad.
- Motion by Adam Balz second by Todd Sparks to approve the June 27, 2023 Minutes. Carried 5-0.
- Public Comment – No one from the public addressed the board.
- Review of Strategic Plan Document – Adrian Lockington provided members with an updated Strategic Plan Document. Members were asked to review the document and any updates are due back on Monday, July 17<sup>th</sup>. Toni Wissestad explained that the Climate Change Task Force will be included under the Health & Safety Pillar.
- Strategic Plan Resolution – Kerry Sullivan Flock, Assistant Corporation Counsel explained that the Strategic Plan Resolution is currently being prepared. Some questions surrounding the drafting of the resolution:
  - from here what happens to the Committee?
  - after the Committee is completed with its work, where does the plan go from here/who is responsible for the plan?Discussion. At this time, members agreed to have the Administration & Personnel Committee recommend the approval of the Strategic Plan in August. It is a consensus of the Committee for the future plans of the Committee and responsibility to be determined at a later date.
- Strategic Plan Future Items/Timeline – The Strategic Plan will be mailed out with the Monroe County Board Packets for the July 25, 2023 meeting. Any comments from the board will be due back on Monday, August 7<sup>th</sup>.
- Set Next Meeting Date and Time – August 15, 2023 at 4:00 p.m.
- Motion by Todd Sparks second by Zach Zebell to adjourn the meeting at 4:17 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk  
Recorder

RESOLUTION NO. \_\_\_\_\_

RESOLUTION TO APPROVE THE STRATEGIC PLAN FOR MONROE COUNTY

1 WHEREAS, the Monroe County Board of Supervisors previously established a Strategic Planning Committee;  
 2 and  
 3  
 4 WHEREAS, that Strategic Planning Committee has completed a Strategic Plan for Monroe County; and  
 5  
 6 WHEREAS, it is the determination of the Monroe County Board of Supervisors that the findings and  
 7 recommendations of the Strategic Planning Committee contained in the attached Strategic Plan are in the best  
 8 interests of Monroe County; and  
 9  
 10 WHEREAS, the Administration/Personnel Committee be designated the committee of jurisdiction effective  
 11 January 1, 2024.  
 12  
 13 NOW THEREFORE BE IT RESOLVED by the Monroe County Board of Supervisors that they do hereby adopt the  
 14 attached Strategic Plan for Monroe County as developed by the Monroe County Strategic Planning Committee.  
 15  
 16 FURTHER BE IT RESOLVED Administration/Personnel is the designated Committee of jurisdiction.

Dated this 23<sup>rd</sup> day of August, 2023.

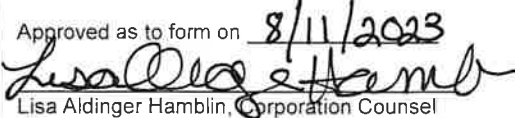
Offered By the Administrative & Personnel Committee.



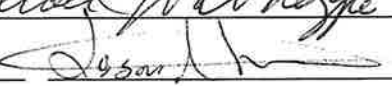
Fiscal note: None

Statement of purpose: To approve the Strategic Plan developed by the Monroe County Strategic Planning Committee.

Finance Vote (If required):  
 \_\_\_ Yes \_\_\_ No \_\_\_ Absent

Committee of Jurisdiction Forwarded on: August 8, 2023  
4 Yes 0 No 1 Absent

Approved as to form on 8/11/2023  
  
 Lisa Aldinger Hamblin, Corporation Counsel

Committee Chair:   
  


ADOPTED  FAILED  AMENDED  
 OTHER \_\_\_\_\_  
 County Board Vote on: \_\_\_\_\_ 20\_\_\_\_  
 \_\_\_ Yes \_\_\_ No \_\_\_ Absent

STATE OF WISCONSIN  
 COUNTY OF MONROE  
 I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is  
 a true and correct copy of Resolution # \_\_\_\_\_ acted on by the Monroe  
 County Board of Supervisors at the meeting held on \_\_\_\_\_.  
 \_\_\_\_\_  
 SHELLEY R. BOHL, MONROE COUNTY CLERK  
 A raised seal certifies an official document.

**RESOLUTION APPROVING METHOD FOR IMPLEMENTATION AND MONITORING OF THE STRATEGIC PLAN**

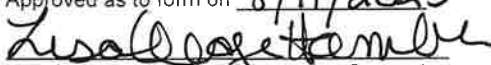
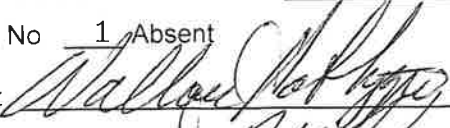


1 WHEREAS, The Monroe County Board of Supervisors has approved the strategic plan as developed by the  
 2 Monroe County Strategic Planning Committee; and  
 3  
 4 WHEREAS, the Monroe County Board of Supervisors must determine how the strategic plan will be implemented  
 5 and how the goals of the strategic plan will be achieved; and  
 6  
 7 WHEREAS, the implementation of this plan will involve standing County Board Committees and decisions as to  
 8 how and when those committees will meet to implement this plan.  
 9  
 10 THEREFORE BE IT RESOLVED that the Monroe County Board of Supervisors does hereby determine that the  
 11 Strategic Planning Committee shall hereby be dissolved effective January 1, 2024.  
 12  
 13 BE IT FURTHER RESOLVED that effective that same date, the committee of jurisdiction for the implementation of the  
 14 strategic plan shall be the Administrative & Personnel Committee. The chairperson of the Administrative & Personnel  
 15 Committee may appoint and convene a subcommittee of the County Board for purposes of executing the strategic  
 16 plan. This subcommittee shall meet a minimum of 2 times per calendar year with at least one public comment session  
 17 in alternating locations throughout the county.  
 18  
 19 BE IT FUTHER RESOLVED that the above referenced subcommittee, in conjunction with the Administrative &  
 20 Personnel Committee, shall report to the full Monroe County Board of Supervisors on at least an annual basis  
 21 regarding the strategic plan.  
 22  
 23 BE IT FURTHER RESOLVED that each standing County Board Committee related to a pillar of the strategic plan  
 24 shall place on the committee agenda an item to review the strategic plan and the goals of the related pillar at least 1  
 25 time per year.

Dated this 30<sup>rd</sup> day of August, 2023.

Offered by the Administration/Personnel Committee.

Fiscal note: None

Statement of purpose: To approve the method for implementation and monitoring of the Monroe County Strategic plan.

Finance Vote (If required): ___ Yes ___ No ___ Absent	Committee of Jurisdiction Forwarded on: <u>August 8</u> , 2023 ___ 4 Yes ___ 0 No ___ 1 Absent
Approved as to form on <u>8/11/2023</u>  Lisa Aldinger Hamblin, Corporation Counsel	Committee Chair:   
<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20____ ___ Yes ___ No ___ Absent	STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____.  _____ SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i>