



# MONROE COUNTY BOARD OF SUPERVISORS

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COMMITTEE:

DATE:

TIME:

PLACE:

## NOTICE OF MEETING

STRATEGIC PLANNING COMMITTEE

Wednesday, October 4, 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 August 23, 2023 Minutes
3. Public Comment
4. Customer Feedback Survey – Discussion/Action
5. Website Review – Discussion/Action
6. Pillar Group Meetings/Updates
7. Landlord Meeting
8. Future Agenda Items
9. Set Next Meeting Date and Time
10. Adjournment

Toni Wissestad, Committee Chair  
STRATEGIC PLANNING COMMITTEE  
Date notices mailed: 09/27/2023

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  
August 23, 2023

Present: Toni Wissestad, Adam Balz, Todd Sparks, Zach Zebell, Jason Jandt

Absent: Cedric Schnitzler

Others: Tina Osterberg, Adrian Lockington, Bob Janovick

- The meeting was called to order in the Monroe County Board Assembly Room at 4:00 p.m. by Chair Toni Wissestad.
- Motion by Jason Jandt second by Adam Balz to approve the July 12, 2023 Minutes. Carried 5-0.
- Public Comment – No one from the public addressed the board.
- Feedback Review of Strategic Plan Document – Chair Toni Wissestad provided suggested feedback from members of the public. Toni explained that the Administrative & Personnel Committee passed the draft plan which will be presented to the full board. The floor was opened for any suggested changes. Discussion. Toni noted that the strategic document is fluid and can be updated at any time through the committee level.
- Strategic Plan Resolution(s) – Chair Wissestad explained that both of the following resolutions have been approved by the Administrative & Personnel Committee and will be forwarded to the full board for approval. The Strategic Planning Committee will dissolve January 2024 and the Strategic Plan will fall underneath the jurisdiction of the Administrative & Personnel Committee.
  - \*Resolution to Approve the Strategic Plan for Monroe County.
  - \*Resolution Approving Method for Implementation and Monitoring of the Strategic Plan Committee.
- Implementation and Evaluation Process - Chair Wissestad asked members for their opinion on the implementation/evaluation process. Discussion.
  - Implementation/evaluation suggestions:
  - minutes
  - customer satisfaction survey
  - evaluations
- Data Gathering and Outcome Measure Process – Chair Wissestad explained that gathering data and measuring processes follows along with the implementation/evaluation process.
- Mission Statement Signage and Transparency – Adrian Lockington explained that a pdf document was posted. Signage suggestions within the county include: stenciling, lettering and or signs. Chair Wissestad will check on signage costs.
- Website Update and Plan Roll Out – Adrian Lockington explained that she has created the plan on the Monroe County website and it is currently hiding in the background ready to go following County Board approval of the Strategic Plan. Discussion. A draft customer satisfaction survey was provided. There will be two separate surveys to include the satisfaction survey and strategic plan survey.
- Future Agenda Items – Customer Feedback Survey, Pillar Group Meetings/Updates
- Set Next Meeting Date and Time – October 4, 2023 at 5:00 p.m.
- Motion by Todd Sparks second by Jason Jandt to adjourn the meeting at 4:49 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk  
Recorder