Organizational Committee Agenda
County Board Room, Polk County Government Center
100 Polk County Plaza
Tuesday, February 22, 2011 - 8:00 AM

Open Session

Call to Order

Approval of Agenda

Approval of January 26, 2011 Minutes

Public Comments

William F. Johnson IV – Responsibilities of County Board Chair

Follow-up on Standing Committees and Policy 10 Revisions

Bob Kazmierski-Discussion of Committee Structure Reorganization

Resolution to post per diems to county web site for supervisors and citizen members of committees - discussion/action

Discussion of staggered terms (if time permits)

Committee Observations

Set future meeting date

Adjournment

Committee Members:

Herschel Brown, Chair	Russell Arcand	William Johnson IV
Harry Johansen, Secretary	Larry Jepsen	Patricia Schmidt
Wendy Rattel, Vice Chair		

This meeting is open to the public according to Wis. Stat. Sec. 19.83. Persons with disabilities wishing to attend and /or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

Minutes of Meeting

Polk County Organizational Committee
Tuesday, February 22, 2011, 8:00 a.m.
Board Room, Government Center
100 Polk County Plaza, Balsam Lake, WI

Present: Russell Arcand, Herschel Brown, Larry Jepsen, Harry Johansen, William Johnson, Wendy Rattel, Patricia Schmidt

Guests present: Bob Kazmierski, Dana Frey

Herschel Brown, Chair, called the meeting to order at 8:00 a.m.

A motion to approve the Agenda, Johnson/Schmidt, and to move the item regarding the County Board Chair to later in the meeting carried.

A motion, Johansen/Jepsen, to approve the minutes of the meeting on January 26, with some minor corrections 2011 carried and corrections will be forwarded to the clerk's office by Rattel.

No public comments were made.

For the purpose of a discussion of a possible reorganization of county committees, Frey distributed an Organizational Chart showing the standing committees and the departments in their purview and an edit of previous document titled Roles of Governing Committees and Corresponding Expectations of Department Heads. The committee will receive reports from most department heads regarding Policy 10 at its next meeting. The reports will reflect any changes that result from the addition of the County Administrator.

Kazmierski distributed a report on a reorganization of committees in Ozaukee County undertaken in 2004. The committee then held a lengthy discussion of the pros and cons of such an effort in Polk County. Following the meeting, he major compiled the major points of the discussion and the directions the committee chose for future meetings, and I include them here:

What is the issue?

- Expectations of Organizational Committee (to look at Reorganization Issue)
- Public perception – how do we become more efficient?
- Fiscal savings – how do we save money?
- Supervisors time commitment – how can supervisors spend fewer working days on committee assignments.
- Departments need to be in appropriate governing committee and answer to and

receive oversight from the appropriate committee.

- Committee make-up-Is the current committee make-up appropriate and legal?

Why are we discussing reorganizing county committee structure?

Pros:

- To improve service delivery
- Save Money
- More effective management and policy implementation
- Improved coordination of services
- Simpler structure from the view of citizens
- Economies of scale and savings
- Better accountability

Cons:

- Possible disruption and lower morale
- Can result in another layer of management
- Accountability for specific results can suffer

Issue: Reorganization of county committee structure

What are some concerns regarding this issue?

- What are some other county experiences/successes?
- Do we even need governing committees?
- Does the county have too many committees?
- What is the ideal number of committees?
- Would combining committees increase efficiencies?
- What are the cost savings?
- How can reorganization improve efficiencies?
- How will the effectiveness of reorganization be measured?
- How can we make the best use of CBOS time?
- What will be the length of meetings (time-all day)?
- How many meetings will be needed?
- How meetings will be conducted?
- How can we streamline meeting agendas
- What items should be considered during committee meetings?
- Will there be a loss of continuity between meetings (If meetings are fewer in frequency)?
- How do committee assignments get appointed?
- Will there be opportunities for citizen membership?
- How can we collect input from stakeholders/other CBOS regarding this issue?
- How can Policy 010 – Duties of Governing Committees-be incorporated into a reorganization effort?

- Are some departments under wrong governing committee
- Are committee meetings held right amount of times per year?
- Are committees adhering to statutory requirements?

NEXT STEPS:
What are some practical actions steps, initiatives and/or policies that can address the issue of re-organization of county committees?

1. Develop a schematic of current and optional county committee structures
2. Examine Current Structure –using Jeff Fuge's matrix and Dana Frey's schematic
    a. Do analysis using SWOT
3. Examine Other options – Do analysis using SWOT
    a. Larry's option
    b. Pat's option
4. Decision on best option
5. Research identified concerns from 2/22nd meeting (LISTED ABOVE)
6. Apply research results to the best option

Copies of Article 7, Duties of the County Board Chair, were distributed by William Johnson. Some discussion followed about how the duties have changed since the addition of the County Administrator. No concerns were expressed regarding the chair's duties.

On a motion, Schmidt/Rattel, the committee then discussed a resolution to publish on the county web site, the earnings by Supervisors from work on the County Board. A motion, Johnson/Jepsen to table the previous motion carried.

The next meeting will be held on March 22 at 1:00 p.m.

A motion to adjourn, Schmidt/Johnson, carried.

The meeting adjourned at 11:45 a.m.

Submitted by Harry Johansen, secretary

*Updated 2/25/11

Minutes of Meeting
Polk County Organizational Committee

Wednesday, January 26, 2011, 1:00 PM
County Board Room, Polk County Government Center
100 Polk County Plaza, Balsam Lake, WI

Present: Herschel Brown, Patricia Schmidt, Wendy Rattel, Russell Arcand
Excused: Harry Johansen, Larry Jepsen, William Johnson IV
Guests: Carole Wondra, County Clerk; Dana Frey, County Administrator; Jeff Fuge, Corporation Council
Other Supervisors: Ken Sample, Brian Masters
Press: Gregg Westigard

Herschel Brown, Chair, called meeting to order at 1:02pm.
A motion, Schmidt/Rattel, to approve the agenda with corrections (cancelled 'Discussion of Duties of County Board Chair); carried.
A motion, Rattel/Schmidt to approve the minutes of December 13th, 2010; carried.

Chair allowed other County Board Supervisors to offer input throughout meeting.

Discussion of Committee Structure & Responsibility: Frey gave handout - 'Overview of Potential Governing Committee General Roles and Responsibilities' – draft document. Discussion of finding commonalities, looking 3 years ahead, Wis. Stats. 59.18(2)(b), etc.
A motion, Rattel/Schmidt, to request the County Board Chair to instruct all standing committee chairs to have their committee review and update Rules & Responsibilities (Policy 10) and submit to Organizational Committee after completion of their March meeting; carried, unanimously.
A motion, Rattel/Schmidt, for County Board Chair to include Frey's document with the instructions to standing committee chairs to initiate discussion and review of Policy 10; carried, unanimously.

Comment – Brown to ask Bob Kazmierski, UWEX, to assist with committee structure. Brown was designated as point person to forward any/all input from Polk County Board of Supervisors to Kazmierski.

Discussion of Recent Petition for Referendum to Reduce County Board Size: Skoglio's petition was passed around. Discussion of misrepresentation by incorrect information of Skoglio's petition. Discussion of 'Redistricting for Local Officials', UWEX Fact Sheet, dated January 2011. Committee will move forward with redistricting.

Committee Observations: Fuge shared document from Dan Hill, UWEX, 'Statutory Size and Protocol of Mandated County Committees".

Next Meeting: February 22nd, Tuesday, at 8:00am.

A motion to adjourn, Arcand/Schmidt, passed at 3:14pm.