CHAMPAIGN COUNTY BOARD
COMMITTEE AGENDA

ADMINISTRATIVE STRUCTURE SPECIAL COMMITTEE
Brookens Administrative Center, Lyle Shields Meeting Room
1776 E. Washington, Urbana
Wednesday, April 22, 2009 – 5:00 p.m.

MEMBERS: **Betz, McGinty, Moser**

ISSUES for CONSIDERATION
In DEVELOPMENT OF A COUNTY BOARD STRATEGIC PLAN

1. **Public Accessibility**
   There has been an increasing need for public access, from useful on-line documents to how meetings are recorded and broadcast. There is a need to analyze and recommend changes in how public access is best addressed.

2. **County Administration Structure**
   With contracts coming due on both Administrators, analyze and recommend best administrative structure for County, including number of administrators and structure and responsibilities of Administrative Services.

3. **Capital Improvement Plan**
   Define much-needed capital improvement plan, including schedule and projected budget, to allow County to keep up with capital needs.

4. **Comprehensive Plan**
   Using the results from the community input, define the basics of a County comprehensive plan, from which zoning and other considerations will likely be considered from a more logical baseline.

5. **Financial Plan**
   Develop a short- and long-term financial plan for the County, incorporating all aspects of projected income and expenses for all governmental offices and operations.

6. **Long-Term Technology Plan**
   The County has struggled to keep up with evolving technologies at the potential cost of operational efficiencies. Analysis and recommendations regarding long-range technology planning is sorely needed.

7. **Structure of Board**
   Analyze and recommend number of Board members, types of committees, number of committee members, responsibilities and authority of all members

8. **Map – Redistricting**
   Analyze and recommend best process for logical district line delineation

9. **Ballot Questions – Coroner, Recorder, Auditor**
   Analyze and recommend need for elected positions of Coroner, Recorder, and Auditor and, if eliminated, best approach for delivery of services

10. **Board Chair/Leadership**
    Board Chair responsibilities and authority may need to be modified depending on changes in the Administrative Services structure. Defining the exact role and responsibilities of the Board Chair is the next logical step.

Category	Idea	Originator	Action	Status
Planning	Enact minimum standards for residential rental housing	Betz	ELUC	Nothing yet
Planning	Comprehensive plan	10 Point Plan	ELUC	In progress
Planning	Determine what parts of a comp plan are really necessary and important	Tapley	ELUC	In progress
Planning	Increase cooperation with various municipalities within Champaign County	Gladney	Facilities	In progress
Planning	Capital plan	10 Point Plan	Facilities	Nothing yet
Planning	Build into budget professional development for Board members at NACo	Betz	Finance	Nothing yet
Planning	Financial plan	10 Point Plan	Finance	In progress
Planning	Are all roads/bridges used on regular enough basis to warrant maint./replacement expense?	Betz	Highway	In progress
Accessibility	Need reliable wireless internet access for public during CB meetings	Shelden	IT	Done
Accessibility	Live stream Board meetings on website	Gladney	IT	Nothing yet
Accessibility	Have ability to make more information at County level easily and safely accessible	Shelden	IT	Now in audit
Accessibility	Need more interactivity from office websites (e.g, taxpayer sign-up for email of tax bill)	Welch	IT	Nothing yet
Administrative	Reduce use and consumption of paper, finding alternative ways of disseminating information?	Gladney	IT	Nothing yet
Planning	Improve technology vision and planning	Shelden	IT	Now in audit
Planning	Get outside assessment of tech deficiencies and future needs	Shelden	IT	Now in audit
Planning	Technology plan	10 Point Plan	IT	In progress
Political	Public accessibility	10 Point Plan	IT	Nothing yet
Technology	Move programming to new environments	Shelden	IT	Now in audit
Accessibility	Assist Sheriff in IDing grants that may help improve camera system in jails	Putman	Justice/Sheriff	Nothing yet
Organization	Civilian policy review board to give oversight to Sheriff's Office?	Gladney	Justice/Sheriff	Nothing yet
Accessibility	Update meeting minutes on website more quickly	Frank	Policy	Nothing yet
Administrative	Need for disparity study?	Gladney	Policy	Nothing yet
Administrative	Consider which aspects of civilian policy review board might work in Sheriff's Office	Putman	Policy	Nothing yet
Administrative	Stop crisis management - large budget amendments, little discussion, etc.	Shelden	Policy	Nothing yet
Administrative	Eliminate need for Board to have vote on every bill we're obligated to pay	Weibel	Policy	Nothing yet
Administrative	Set up quasi-independent Board for oversight of CC Nursing Home	Weibel	Policy	Nothing yet
Administrative	Recommend mission statement and strategic plan for County around which to place 10+ points	Busey	Policy	Nothing yet
Administrative	Possible to form health insurance consortium with other gov't bodies?	Betz	Policy	Nothing yet
Administrative	What can be done to increase minority hiring and retention throughout County?	Betz	Policy	Nothing yet
Organization	Single member districts created by dividing each district three ways	Langenheim	Policy	Nothing yet
Organization	Role of County Board Chair	10 Point Plan	Policy	Nothing yet
Organization	Committee of Moser, Weibel, and Wysocki could recommend what's best for Chair position	Tapley	Policy	Nothing yet
Organization	Number of administrators/role of administrator(s)	10 Point Plan	Policy	Nothing yet
Organization	Board meeting monthly or more often? Weekly?	Gladney	Policy	Historical
Organization	Call on past Chairs and current Chair to discuss Chair/leadership issues	Hunt	Policy	Nothing yet
Organization	Merge CUPHD and County Board of Health	Putman	Policy	Nothing yet
Organization	Promote legislation to make it possible to consolidate drainage districts	Weibel	Policy	Out of out control
Organization	Promote legislation to make it easier to consolidate two public health districts	Weibel	Policy	Ballot Q.
Organization	Create executive committee of full Board - 5 members?	Betz	Policy	Nothing yet
Organization	Separate governing structure for nursing home?	Betz	Policy	Nothing yet

Planning	Each dept. should have a long-term plan to provide training on- and off-site	James	Policy	Nothing yet
Planning	Need to develop plan to maintain and repair all County buildings	James	Policy	Nothing yet
Planning	MTD should be converted to county-wide system	Langenheim	Policy	Nothing yet
Planning	Rational development and use of Mahomet Aquifer should involve county-wide water district	Langenheim	Policy	Nothing yet
Planning	Make intergovernmental cooperation a goal in projects	Betz	Policy	Nothing yet
Ballot Questions	Need for/role of Auditor, Coroner, Recorder, election commission	10 Point Plan	Policy - '08	Nothing yet
Ballot Questions	Done only in Nov. general elections in even years to maximize participation	Betz	Policy - '08	Nothing yet
Ballot Questions	Advisory referenda (e.g., smoking ordinance, zoning ordinance, etc.)	Betz	Policy - '08	Nothing yet
Financial	More deliberate funding of county-operated programs (senior services, court diversion, etc.)	Dimit	Policy - '08	Nothing yet
Organization	Size of Board (27 members, single-member districts, etc.)	10 Point Plan	Policy - '08	Nothing yet
Organization	Place question of number of Board members before voters in referendum	Tapley	Policy - '08	Nothing yet
Organization	Elect Board of Review by district? Advisable?	Betz	Policy - '08	Nothing yet
Organization	Elect Supervisor of Assessments? Advisable?	Betz	Policy - '08	Nothing yet
Political	Map/redistricting	10 Point Plan	Policy - '08	Nothing yet
Administrative	Take a look at how we're writing contracts in the County (Purchasing Policy)	Hunt	State's Atty	Nothing yet
Administrative	Establish contracts that are enforceable and more to the favor of the County	James	State's Atty	Nothing yet