



**CHAMPAIGN COUNTY BOARD
COMMITTEE AGENDA**

STRATEGIC PLANNING COMMITTEE

**Brookens Administrative Center, Jennifer K. Putman Meeting Room
1776 E. Washington, Urbana
Wednesday, May 25, 2011 – 4:30 p.m.**

CHAIR: Brendan McGinty

MEMBERS: Carol Ammons, Tom Betz, Alan Nudo, Jonathan Schroeder

<u>ITEM</u>	<u>PAGE NO.</u>
I. <u>Call to Order</u>	
II. <u>Roll Call</u>	
III. <u>Approval of Agenda/Addenda</u>	
IV. <u>Approval of Minutes</u> – March 23, 2011	*1-4
V. <u>Public Participation</u>	
VI. <u>Discussion & Review Strategic Plan 2011 Progress Report & Ten Point Plan</u>	
VII. <u>Ideas Submitted by Board Members & Elected/Appointed Officials</u>	
VIII. <u>Plan for Strategic Plan 2011 Update</u>	
IX. <u>Next Meeting Date</u>	
X. <u>Other Business</u>	
XI. <u>Adjourn</u>	

1 CHAMPAIGN COUNTY BOARD
2 COMMITTEE MINUTES
3

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5 **STRATEGIC PLANNING COMMITTEE**

6 **Wednesday, March 23, 2011**

7 **Brookens Administrative Center, Lyle Shields Meeting Room**

8 **1776 E. Washington St., Urbana**

9
10 4:30 p.m.

11
12 **MEMBERS PRESENT:** Tom Betz, Brendan McGinty (Chair), Alan Nudo, Jonathan
13 Schroeder

14
15 **MEMBERS ABSENT:** Carol Ammons

16
17 **OTHERS PRESENT:** Kat Bork (Administrative Assistant), Deb Busey (County
18 Administrator), Patti Petrie (County Board Member)

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20 **CALL TO ORDER**

21
22 McGinty called the meeting to order at 4:39 p.m.

23
24 **ROLL CALL**

25
26 Betz, McGinty, Nudo, and Schroeder were present at the time of roll call, establishing the
27 presence of a quorum.

28
29 **APPROVAL OF AGENDA/ADDENDUM**

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31 **MOTION** by Betz to approve the agenda; seconded by Schroeder. **Motion carried with**
32 **unanimous support.**

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34 **APPROVAL OF MINUTES**

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36 **MOTION** by Betz to approve the Strategic Planning Committee March 9, 2011 minutes;
37 seconded by Nudo. **Motion carried with unanimous support.**

38
39 **PUBLIC PARTICIPATION**

40
41 There was no public participation.

42
43 **REVIEW & ANALYSIS OF PROGRESS UNDER CURRENT STRATEGIC PLAN**

44
45 Busey had provided multiple documents to the committee after the last meeting regarding
46 the development of the current Strategic Plan's goals and a comprehensive list of goals initially

47 reviewed by the County Board. McGinty reviewed the values, vision, and mission developed by
48 the previous Strategic Planning Committee. He noted many of the goals are a work in progress
49 under the current administration. Busey added that a capital improvement plan is being
50 developed in conjunction with the Facilities Director and is a priority for this fiscal year.

51

52 Betz wanted the County Board to be thinking about how to address the future
53 obsolescence of the downtown Correctional Center because any solution will involve a lot of
54 planning. A needs assessment study, as well as architectural and engineering services, will be
55 needed so the Board can reach the point of deciding what exactly it wants to do with the facility.
56 Busey stated it would be possible to start repaying bonds issued for a facility out of the Public
57 Safety Sales Taxes beginning in 2015.

58

59 McGinty summarized that the intention from the last meeting was to provide the current
60 County Board with a synopsis of what has been accomplished since the Strategic Plan was
61 approved. Then the committee could receive input on issues like the downtown jail in order to
62 construct a list of priorities.

63

64 Betz spoke about the racial diversity of the County workforce versus the racial diversity
65 of Champaign County. Busey explained that one issue which impacts the statistics is that there
66 has been virtually no turnover in County positions over the last 2-3 years and the County cut 40
67 positions. Betz said the County Board needs to acknowledge that there is a scarcity of local
68 minority contractors that could be hired for projects of the size and scope the County undertakes.
69 He felt the Board should also define what is meant by "local contractor." He acknowledged
70 some real progress has been made with the subcontractors. The committee continued to discuss
71 the racial diversity of County departments.

72

73 Betz remarked that priorities or requests from departments will have to be framed within
74 the terms of a budget prognosis that shows no increase for the next 6 years. It would be
75 unrealistic to ask department heads for their wish lists when there is no possibility the County
76 will have the money to fund such initiatives. He wanted anything sent to the departments asking
77 for goals to include language about the budget. McGinty noted the Strategic Plan talks about
78 cost effectiveness and fiscal solvency, so those guiding principles are already present. He liked
79 the idea of asking the department heads for their dreams and then having this committee pare
80 those down to a list of priorities. The committee discussed how to incorporate feedback from
81 elected and appointed officials in their deliberations. Discussion continued over how the first set
82 of goals evolved and feedback was sought from departments. A set of issues was then forwarded
83 to the specific standing committee that could best address those issues and incorporated into the
84 agendas at the request of the Strategic Planning Committee.

85

86 McGinty asked for suggestions on the potential next steps. Betz wanted the department
87 heads to be able to weigh the issues by importance or list their requests in order of importance.
88 Nudo expressed that the County Board may have to weigh the issues itself because a department
89 head could be resistant to an issue the Board and other departments consider important. He
90 wanted this committee to have the necessary leeway to give input when prioritizing issues. The
91 committee agreed with Nudo's suggestion because the final document ultimately comes from the

92 County Board. Nudo suggested there were some things the County could look at to encourage
93 economic development as part of the Strategic Plan

94
95 Busey recommended the County Board should develop its global priorities for the whole
96 organization before asking department heads to submit their project wish lists. This would help
97 the Board to determine what and where the projects fit into the overall plan. She shared an
98 example regarding the utilization of IT resources. The County has the opportunity following the
99 budget cuts to develop with a really good structure for managing growth instead of taking IT
100 requests as they come. The policy-making authority rests with the County Board and County
101 Board should communicate its priorities to departments.

102
103 Petrie wanted the committee to look at the macro issues she felt were not being addressed
104 and to require more transparency by other entities whose members are appointed by the County
105 Board, such as the Mental Health Board, CUUATS, and RPC. McGinty said the macro issues
106 are shown in the Strategic Plan. The idea of today's meeting was to review the plan and edit it as
107 necessary. Betz commented the County Board members could encourage other entities to have
108 documents, like their full agenda packets, available online, but they could not mandate it. Busey
109 pointed out that the Administrative Services Department is helping the Mental Health Board
110 Office to set up a way to post more Mental Health Board and Developmental Disabilities Board
111 documents on its website. Betz said the committee needs to focus on setting action items that the
112 County Board can actually achieve.

113
114 Nudo wanted to measure the current collections process in the court system. Betz
115 pointed out that some of the fines and fees not collected may be a result of people being in jail.
116 Nudo suggested a system be developed to acknowledge the realistic nature of what will be
117 collected.

118
119 Busey explained an idea to ask every department head for a five-year plan during the
120 budget process. For example, the budget projections of one department in the criminal justice
121 system can depend on another department in that system. This is not been objectively
122 documented in the past. Petrie asked if the departments had ever done any long-range planning.
123 Busey said they had not, but had done one-year budget planning. McGinty agreed with Busey's
124 approach. The committee discussed how the County Board might have any impact on the quality
125 of education or public health care services in Champaign County. The committee also discussed
126 communication with employees about initiatives and economic development.

127
128 **DISCUSSION – NEXT STEPS**

129
130 In debating what the next step should be, Busey suggested gathering information on
131 accomplishments at the County Board, department heads, and elected officials level in order to
132 give the committee a comprehensive list of accomplishments under the current Strategic Plan
133 and the committee concurred. McGinty offered to draft a summary statement of
134 accomplishments based on the Strategic Plan with Busey's help. The committee agreed with this
135 proposal.

136

137 **NEXT MEETING DATE**

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139 The committee decided the next meeting would be held on April 27, 2011 at 4:30 p.m.

140

141 **OTHER BUSINESS**

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143 There was no other business.

144

145 **ADJOURNMENT**

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147 McGinty adjourned the meeting at 6:00 p.m.

148

149 Respectfully submitted,

150

151 Kat Bork

152 Administrative Assistant

153

154 *Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the*
155 *meeting.*