



**Champaign County Board Strategic Planning Committee**  
**County of Champaign, Urbana, Illinois**

***MINUTES – Approved as Distributed – 8/5/14***

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DATE: Wednesday, July 9, 2014  
TIME: 5:30 p.m.  
PLACE: Jennifer Putman Meeting Room  
Brookens Administrative Center  
1776 E Washington, Urbana, IL 61802

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**Committee Members**

<b>Present</b>	<b>Absent</b>
James Quisenberry (Chair)	
Stan Harper	
	Josh Hartke
	Jeff Kibler
Pattsi Petrie	

**County Staff:** Deb Busey (County Administrator), Beth Brunk (Recording Secretary)

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**I. Call to Order**

Committee Chair Quisenberry called the meeting to order at 5:35 p.m.

**II. Roll Call**

Recording secretary declared a quorum present from a verbal roll call.

**III. Approval of Agenda**

**MOTION** by Mr. Harper to approve the agenda as presented; seconded by Ms. Petrie. Upon vote, the **MOTION CARRIED unanimously.**

**IV. Public Participation**

None

**V. Discussion on Strategic Plan Update FY2015**

Mr. Quisenberry explained that the last update of the County Board's Strategic Plan was in 2011. This Committee will review it and collect information on revising it. The process will gather information from Board members, constituents and elected/appointed officials on additions or deletions to the plan. Then the results will be processed by the Board and an update brought to the full board in November. Ms. Busey noted that FY2015 department budgets will be based on the current strategic plan. This update for FY2015 will be used by County departments for their FY2016 budgets. Mr. Quisenberry thought the strategic plan should be reviewed in conjunction with the County Board cycle – every two years. The process should be finalized early in a Board's term so they can work on the goals that they have set.

Mr. Quisenberry asked the Committee for input into the Values, Vision and Mission. Ms. Petrie read some constituents' questions:

- How does the County Board affect the quality of education?

Ms. Busey noted that education referred to Head Start, Extension Education and juvenile programming. Ms. Petrie thought those programs might be listed for clarification.

- Where are environment and natural resources?

Mr. Quisenberry stated that a bullet point for management of natural resources may be listed under Quality of Life or Responsibility to the Public (stewardship). Ms. Petrie thought it was important to include due to the Board's involvement with such programs as the Land Resource Management Plan, Land Evaluation Site Assessment, Big Small All, Blue Ribbon Panel Environmental Report, Greenways & Trails, water planning and the Mahomet Aquifer initiatives.

- Do health care services refer to the nursing home?

The Champaign County Board of Health, the Mental Health Board and Developmental Disabilities Board are also responsible for delivering health care services to the community.

- Should the Vision Statement reference "customer service"?

Ms. Busey stated that term was used to convey the expectation of responsive customer service in a government setting. Ms. Petrie suggested changing the Vision to: "Our vision is to be a recognized leader in local government where every official and employee has a personal devotion to excellence in public service and embraces the highest standards of ethics and integrity, ~~which enables us to provide the best customer services to serve the citizens of Champaign County.~~"

Mr. Quisenberry envisions staging this process so that everything does not go to the County Board at once. The first step will review the Vision and Mission statements and the bullet points on the Values to determine changes. The goals will come next as they are driven by the values.

Mr. Quisenberry proposed the following timetable:

- **August Policy Committee of the Whole (COW)** - brief introduction on the minor revisions to the Vision and Mission statements, and Definitions of Values
- **September Policy COW** – Strategic Plan's primary goals and initiatives  
At this point, the process would engage the elected/appointed officials for input.
- **October County Board meeting** - revision of the Champaign County Board Strategic Plan will be discussed
- **November County Board meeting** – tentative approval of Champaign County Board Strategic Plan

Ms. Petrie would like to review the ideas and initiatives from last Strategic Planning session in 2011. Ms. Busey will e-mail that information to Committee members.

Mr. Quisenberry explained the importance of keeping Vision and Mission as separate statements. Vision is what the organization aspires to, and Mission is what is actually done. Ms. Petrie opined that the County's Vision and Mission statements were too similar. Mr. Quisenberry suggested adding: "Champaign County *Board* is committed to its citizens . . ." to reflect the County Board's Mission whereas the Vision is aspirational for the County. Ms. Busey noted that every County department has a Mission statement within their budget documents that describes how their operation fits under the Board's established Values and Goals.

Mr. Quisenberry asked if the members could eliminate any completed goal from the list. Ms. Petrie noted that the electricity aggregation goal could be removed. Mr. Quisenberry thought the goal concerning the nursing home in #3 should be revised to include a focus on the quality of service.

Mr. Quisenberry would like to schedule the next Strategic Planning Committee meeting on Tuesday, August 5<sup>th</sup> in the Putman Meeting Room to update Mr. Hartke and Mr. Kibler on this process.

**VI. Other Business**

None

**VII. Adjournment**

There being no further business, Mr. Quisenberry adjourned the meeting at 6:22 p.m.