

## MINUTES

### STRATEGIC FISCAL PLANNING COMMITTEE

DATE: WEDNESDAY, DECEMBER 15, 2010

TIME: 7:00 P.M.

PLACE: 3<sup>RD</sup> FLOOR CONFERENCE ROOM

1. CALL MEETING TO ORDER

7:00 P.M. BY ALDERMAN HANNA/CHAIRMAN

ALDS. BOHREN, HAMMOND, HANNA, KITTELSON PRESENT – RINDFLEISCH EXCUSED

GUESTS – ALDS. KATH, MONTEMAYOR, AND MEMBERS OF THE PUBLIC

DEPARTMENT HEADS: MAYOR RYAN, CHIEF DOMAGALSKI, FINANCE DIRECTOR JIM AMODEO,  
H.R. DIRECTOR TOM RICE, LIBRARY DIRECTOR SHARON WINKLE, PUBLIC WORKS DIRECTOR BILL  
BITTNER

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES OF DECEMBER 8<sup>TH</sup> MEETING – HAMMOND/BOHREN. ALL AYES.

4. DISCUSSION LED BY CHAIRMAN HANNA ON THE MISSION STATEMENT BROUGHT IN BY ALD.  
HAMMOND AS FOLLOWS:

“IT IS THE MISSION OF COMMITTEE TO DEVELOP A COMPREHENSIVE RESULTS-BASED STRATEGIC  
PLAN THAT PRIORITIZES CITY SERVICES AND PROVIDES TAXPAYERS WITH THE MOST EFFECTIVE  
AND EFFICIENT DELIVERY OF THOSE SERVICES POSSIBLE WHILE BEING RESPONSIBLE STEWARDS  
FOR THE TAXPAYERS OF SHEBOYGAN.”

DIRECTOR AMODEO STATED IT WAS A GOOD STATEMENT, HOWEVER EACH DEPARTMENT  
NEEDS A MISSION STATEMENT. HAMMOND STATED HIS CHARGE WAS TO CRAFT A STATEMENT  
JUST FOR THIS COMMITTEE. HANNA ASKED IF WE LIKED IT OR DID THE GROUP NEED SOME  
TIME TO THINK ABOUT IT? BOHREN STATED HE WOULD LIKE THE WORD “THIS” INSERTED  
BETWEEN OF AND COMMITTEE IN THE FIRST SENTENCE. MAYOR LIKED THE WORDS  
“RESPONSIBLE STEWARDS.” HANNA PUT FORWARD A FRIENDLY AMMENDMENT ADDING  
BOHREN’S STATEMENT AND THEN THE TITLE OF “STRATEGIC PLAN MISSION STATEMENT AS THE  
TITLE. BOHREN/HANNA SECONDED. ALL AYES.

5. NEXT WAS DISCUSSION ON THE USE OF A 3<sup>RD</sup> PARTY FACILITATOR. JIM AMODEO WAS  
SEARCHING FOR SOMEONE AT UW – MADISON. HANNA DISCUSSED HIS TIME ON THE SCHOOL  
BOARD WHEN A GROUP LED BY A PROFESSOR FROM WHITEWATER HELPED THEM THROUGH A  
SIMILAR PROCESS. TOM RICE STATED HE SPOKE TO PEOPLE AT UW-OSHKOSH. IT WAS DECIDED  
THAT WE GIVE JIM AND TOM SOME TIME TO KEEP THE DIALOGUE GOING ON THE USE OF A  
FACILITOR AND THE AVAILABILITY OF SOMEONE AND REPORT BACK IN JANUARY.

6. JIM AMODEO GAVE AN UPDATE ON SHEBOYGAN COUNTY'S PROCESS OUTLINE. HE PASSED OUT SEVERAL ARTICLES ON CHOOSING CONSULTANTS AND DEVELOPING THE SURVEY PROCESS.
7. DISCUSSION WAS HELD ON THE DEPARTMENT HEADS SERVICE PRIORITIZATION PROCESS. HANNA ASKED SHOULD WE DO THIS AND WHERE DOES THIS FIT INTO THE PROCESS? TOM RICE STATED THAT WE DO NOT HAVE TO JUMP INTO THIS RIGHT AWAY, BUT TO ALERT THE DEPARTMENT HEADS THAT THIS IS COMING AND FOR THEM TO COME UP WITH SOME INFORMATION. HANNA ASKED WHEN WE GET TO THAT POINT SHOULD WE GO INTO CLOSED SESSION? THE MAYOR SAID YES AND TOM RICE STATED THAT HE WOULD PUT ALL OF THESE MEETINGS INTO CLOSED SESSION. HAMMOND STATED THE DISCUSSION SHOULD BE ON HOW WE DELIVER SERVICES MORE EFFECTIVELY AND EFFICIENTLY. FIVE YEARS FROM NOW HERE IS OUR PLAN AND HOW CAN WE BUDGET FOR THAT PLAN SO THAT WE CAN START BUDGETING NOW INSTEAD OF LATER. HANNA STATED THAT WHITEWATER DID A GREAT JOB FOR THEM WITH THIS TYPE OF PROCESS. CHIEF DOMAGALSKI STATED THAT WE SHOULD BE VERY CAREFUL WITH THE PRIORITIZATION PROCESS. THIS COMMITTEE HAS TO SET THE TONE. IT HAS TO BE A COMBINATION OF THINGS – WHAT THINGS DO WE DO TO SUPPORT THE MISSION AND MEET THE NEEDS OF THE CITIZENS. AMODEO STATED WE HAVE TO ASK OURSELVES DO THE STRATEGIES LINE UP WITH THE PRIORITIES. HAMMOND STATED IT IS ABOUT DELIVERY OF SERVICE AND DO WE NEED THE SERVICE. WE MUST USE OUR RESOURCES THE RIGHT WAY. HANNA STATED THAT WE NEED WELL THOUGHT OUT CANVASSING OF THE COMMUNITY.
8. HANNA THEN DID A RECAP ON THE ACTION ITEMS: A. WE WILL NEED AN UPDATE ON THE 4 UNIVERSITIES – UW MADISON, UW OSHKOSH, UW WHITEWATER, AND MARQUETTE AS TO WHAT IS AVAILABLE AND CAN WE PLUG INTO ANY PROGRAMS THEY HAVE GOING. B. COMMITTEE MEMBERS NEED TO READ ALL OF THE HANDOUTS.
9. HAMMOND DISCUSSED THE NEED TO START LAYING OUT A TIME LINE TO KEEP THE PROCESS MOVING ALONG IN A TIMELY MANNER. TOM RICE STATED THAT CONTRACT NEGOTIATIONS WILL START IN JUNE AND THERE IS MUCH TO TALK ABOUT.
10. JIM AMODEO AND ALD. HANNA WILL WORK ON THE TIMELINE FOR THE NEXT MEETING. JIM AMODEO AND TOM RICE WILL CALL THE UNIVERSITIES AND THE MAKE THE CONTACTS FOR FACILITORS.
11. THE NEXT MEETING WILL BE HELD ON WEDNESDAY, JAN. 12<sup>TH</sup>, 2011 AT 7:00 P.M. IN THE 3<sup>RD</sup> FLOOR CONFERENCE ROOM.
12. MOTION TO ADJOURN AT 7:31 P.M. BY HAMMOND/SECOND BY BOHREN. ALL AYES.

RESPECTFULLY SUBMITTED BY ALDERPERSON JEAN KITTELSON, COMMON COUNCIL PRESIDENT