

MINUTES
Long Range Planning Committee
August 28, 2012

The Long Range Planning committee met in the Lower Level Conference Room at the Courthouse at 6:00PM on August 28, 2012.

1. The meeting was called to order by Chair Carol Anderson
2. Roll Call: Present, Carol Anderson, Eric Anderson, David Bauer, Stephen Deal, Tom DeLain, Jim Griffiths, and Jeremy Meek, Others present: Rick Klabough, Information Technology Director.
- 3 Motion by Griffiths 2nd Eric Anderson to elect Jeremy Meek Committee Chair. Motion by Bauer, 2nd Deal to elect Carol Anderson Committee Chair. Motion by DeLain, 2nd. Deal to close nominations. On a written ballot Carol Anderson was elected Chair with five votes. Supervisor Meek had 2 votes.
- 4 Motion by Bauer, 2nd DeLain to elect Jeremy Meek Vice Chair. Motion by Bauer, 2nd Eric Anderson to close Nominations and cast unanimous ballot for Jeremy Meek. Election of Jeremy Meek Approved
5. Motion by Deal, 2nd Eric Anderson to elect Jim Griffiths Secretary. Motion by Bauer, 2nd Eric Anderson to close nominations and cast unanimous ballot for Jim Griffiths. Election of Jim Griffiths approved.
- 6 Motion by Bauer, 2nd Griffiths to approve Consent Agenda. Approved. Eric Anderson abstained.
7. No members of the public were present. Supervisor Eric Anderson indicated Long Range Planning Committee should consider long range needs of highway.
8. There was a general discussion of the new website and a consensus that the committee should gather, review, prioritize and make changes to the website at least annually. Motion by Meek, 2nd Eric Anderson to have the committee review and revise Iowa County Website annually. Approved.
Since November and December are the months when Information Technology is the most likely to be able to allocate time to implement such the committee will usually conduct their review in or before October.
9. The committee reviewed the January 17, 2011 four page list of Action Items and focused on the caption "top 20 or so questions service users have when initially approaching county government for assistance."
As the website was being redeveloped departments were asked to provide a list of Frequently Asked Questions and these have been placed on the website (FAQ). For the next meeting Committee members will review these questions and prepare for a discussion of needed changes or additions.

The committee asked Rick Klabough to focus on one question “What do I need to get a marriage license” and rough out a list of answers and links that will help citizens with this process. The committee intends to use the “marriage license” process as a template to help other departments develop their own answers to frequently asked questions.

10 & 11 There was a general discussion of how to approach and structure the committee’s identification and action on long range issues. (The Chair will check with the Clerk to determine if the previous board passed a resolution directing that amounts received from property sale be placed in a Capital Projects Fund. There was a consensus on that the committee should look again at the long term needs for new or remodeling of facility, including potential changes to the courtroom facility and support space.

The Committee members will prepare for a discussion at the next committee meeting by considering (reconsidering) the Long Range Planning Committee’s role and responsibility in implementing the Iowa County vision and goals.

12 Earlier meeting discussions addressed “getting input from the public”.

13 &14 Motion by Griffiths, 2nd DeLain to set the next meeting at 6:PM. September 25, 2012 and Adjourn. Approved.

Minutes prepared by Jim Griffiths