

**Our
Research**

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Introduction



Winnebago County

Conclusion

Structure Review Task Force

Findings and Recommendations

Introduction

The Ad Hoc Structure Review Task Force, since its establishment in March, has endeavored to do the research necessary to propose a right-sized suite of solutions for the structure of the Winnebago County Board.

As per our charter, we are recommending to you, the Winnebago County Board, a structure that is uniquely tailored for our county.

Origins

Origin of the Task Force

The Ad-Hoc Structure Review Task Force was formed as a result of the passing of **Resolution 35-042022** (Zastera, JPS) at the February, 2023 Winnebago County Board business meeting.

Our Research

The Structure Review Task Force conferred with other counties, and sought opinions on statute from Legislative Counsel in Madison as well as Corporation Counsel in Winnebago County.

We have reviewed numerous documents and presentations from the WCA, UW system, and previous Winnebago County task forces/committees on this topic. Additionally, we reached out to fellow supervisors and department heads in the form of a questionnaire.

People

Documents

Questionnaires

People

- JPS invited WCA Attorney and former Ozaukee County Supervisor Jacob Curtis to present the *County Board Committee Organizational Options* presentation in September of 2022.
- Ozaukee County Administrator Jason Dzwinel
- Fond du Lac County Executive and former Fond du Lac County Board Chairman Sam Kaufman
- Wisconsin Legislative Counsel in Madison (via the Wisconsin State Assembly)
- Winnebago County Corporation Counsel.

Documents

- 1987 Arthur Young Report
- 1990 Task Force on Efficiency and Effectiveness
- 2001 Winnebago County Exploration Committee
- 2007 Personnel Function Committee
- April, 2021 UW Extension document – *An Overview of Wisconsin County Committee Structures and a Snapshot of County Committee Structures*
- December, 2021 WCA Committee Structure and Rightsizing presentation
- February, 2022 Judiciary and Public Safety Committee meeting packet

Questionnaires

The task force also reached out to all 36x Winnebago County Supervisors and major department heads in the form of a questionnaire on SurveyMonkey where everyone was afforded anonymity.

We heard back from 20x supervisors and 20x department heads. The questions ranged from breadth and depth of experience to satisfaction with the committee and board structure and suggestions.

What We're Proposing

The Task Force is proposing to you, the Winnebago County Board, a committee and board structure that is unique to our county.

This structure calls for reducing to **10x major committees and boards of jurisdiction** down from the current 15x.

**Current
Structure**

**Citizen
Participation and
Statute
Considerations**

**New
Structure**

**Minor
Committees,
Commissions,
and Boards**

Current Structure

As a reminder, Winnebago County currently has **15x** major committees and boards of jurisdiction with 70x supervisor member slots (excluding Legislative, Committee on Committees, and minor committees, commissions, and boards).

What About Citizen Participation and State Statute?

We reviewed the statutes and made our recommendations based on what they require. Any consolidation must maintain the statutorily mandated citizen-members that a new committee or board absorbed. For example, state law outlines that a doctor and nurse should be on a board of health. So, the task force kept the doctor and nurse citizen slots on the new Health and Human Services body.

However, since citizen members would now sit on ostensibly more powerful committees and boards, the task force recommends a rule change that citizen members *not* be able to chair these *specific new* major standing committees and boards (ie. that rule would not include Solid Waste).

**Membership
Key**

New Structure

The task force is recommending a new structure of **10x** major committees and boards of jurisdiction. The total number of supervisor member slots on major standing committees and boards will go down from 70 to 46 (excluding Legislative and Committee on Committees).

A note on departments: This will **NOT** impact day to day operations or hiring. This only impacts interfacing with the county board.

**Public
Works**

**Judiciary
and Public
Safety**

**Finance and
Administration**

**Natural
Resources**

**Health and
Human
Services**

**Land
Conservation**

Aviation

Legislative

Solid Waste

**Planning
and Zoning**

Membership Key

The following slides will highlight the new major committee and board structure along with a visualization of member composition for each body. Below is a key for each composition.



Supervisor



Citizen member

Public Works

Public Works will be a consolidation of the following standing committees.

- Highway
- Facilities/Property Management

This committee will consist of five supervisors.



Judiciary and Public Safety

This committee's makeup will remain unchanged.
However, the following departments will transfer out of
the jurisdiction of JPS.

- County Clerk to Finance and Administration
- Veterans Services to Health and Human Services
- Register of Deeds to Planning and Zoning

This committee will consist of five supervisors.



Finance and Administration

Finance and Administration will be a consolidation of the following standing committees.

- Personnel and Finance
- Information Technology

The following department will transfer into the jurisdiction of Finance and Administration.

- County Clerk

Note: The Microfilm Department will also be removed in the rules as it no longer exists. Additionally, the task force recommends that the citizen member spot on Information Technology not be carried over as it is not statutorily mandated.

This committee will consist of five supervisors.



Natural Resources

Natural Resources will be a consolidation of the following standing committees.

- UW Education/Extension/Agriculture
- Parks/Recreation

This committee will consist of five supervisors.



Health and Human Services

Health and Human Services will be a consolidation of the following standing committees and boards.

- Human Services Board
- Board of Health
- Parkview Health Center

The following department will transfer into the jurisdiction of Health and Human Services.

- Veteran Services

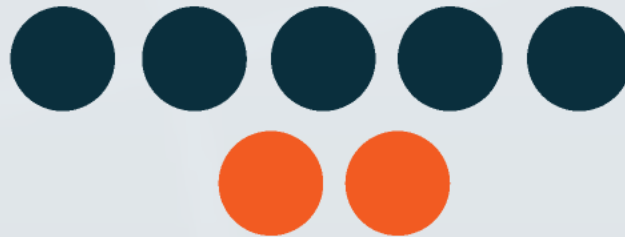
This committee will consist of nine members six of which will be supervisors and three citizen members. The citizen members should fill the requirements by statute (doctor and nurse).



Land Conservation

This committee's makeup and jurisdiction will remain unchanged.

This committee will consist of five supervisors and two citizen members. One of the citizen members must be involved in agriculture as defined by statute.



Aviation

This committee's makeup and jurisdiction will remain unchanged.

This committee will consist of five supervisors.



Planning and Zoning

This committee's makeup will remain unchanged. However, the following department will transfer into the jurisdiction of Planning and Zoning.

- Register of Deeds

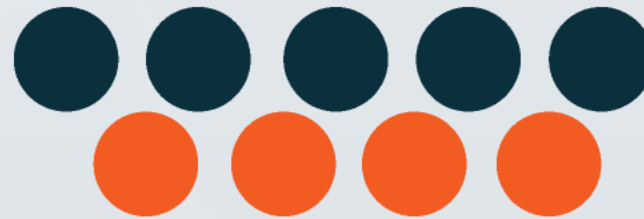
This committee will consist of five supervisors.



Solid Waste Management Board

This board's makeup and jurisdiction will remain unchanged.

This board will consist of nine members five of which will be supervisors and four citizen members.



Legislative

The task force recommends that the Legislative Committee no longer be a standing committee, but it should become a special committee which will consist of the major committee/board chairs and the Winnebago County Board Chairman.

Minor Committees, Commission, and Boards

Our review did not involve the smaller, yet important committees, commissions, and boards of jurisdiction (for example the Committee on Committees, Board of Adjustment, or ADRC). The task force's work focused on the bodies of jurisdiction over major departments.

The task force recognizes these numerous other committees, commissions, boards, and ad-hoc bodies that exist in Winnebago County government, and we recommend their review in the not too distant future.

Conclusion

We hope that this report serves as a good basis for the Winnebago County Board to act. We feel that this proposed committee and board structure adequately reflects a right-sized solution for Winnebago County.

Please do not hesitate to reach out to any of the task force members if you have any questions.

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