

## COMMITTEE MINUTES

November 24, 2021

Executive Committee

1. **Call to Order**  
Meeting was called to order by Rinard at 8:30 a.m.
2. **Roll Call**  
Members present: Jim Braughler, Vice Chair, Amy Rinard, Chair; Steve Nass  
Members present via ZOOM: Conor Nelan, Secretary  
Members excused: Michael Wineke  
Others Present: Ben Wehmeier, County Administrator; J. Blair Ward, Corporation Counsel. Patricia Cicero, Land and Water Conservation Director; Audrey McGraw, County Clerk  
Others present via ZOOM Supervisor Anita Martin; Whitney DeVoe, Corporation Counsel; Supervisor Walt Christensen
3. **Certification of compliance with Open Meeting Law Requirements**  
Wehmeier certified compliance with the Open Meetings Law.
4. **Review of Agenda**  
No changes.
5. **Public Comment**
6. **Approval of November 5, 2021 Executive Committee meeting minutes**  
Draft minutes were provided for review.  
  
Motion by Braughler/Nass to approve the committee meeting minutes from November 5, 2021 as printed. Motion passed 4-0.
7. **Approval of November 3, 2021 County Board meeting minutes**  
Draft minutes were provided for review.  
  
Motion by Nass/Braughler to approve the County Board meeting minutes from November 3, 2021 as printed. Motion passed 4-0.
8. **Approval of November 9, 2021 County Board meeting minutes**  
Draft minutes were provided for review.  
  
Motion by Braughler/Nelan to approve the County Board committee meeting minutes from November 9, 2021 as printed. Motion passed 4-0.
9. **Communications**  
Communication from Supervisor Martin regarding proposed changes and clarifications to the county board rules.
10. **Discussion and possible action on amendments to the county board rules**  
Wehmeier said he is looking for final feedback on amendments to the board rules. Initial update to the county board in January. Topics for consideration: eliminating the committee secretary; review language on abstaining from voting, LEPC Membership, Board meeting changes – April Meeting; Traffic Safety membership; public comment, official meeting location, procedure for supervisors to bring a resolution to the county board, timeline for submitting communications and for the chair to allow persons to be placed on the agenda to address the board, consider suggested revisions and clarifications to section 3.05 Standing Committees, 3.07 Rules of County Board Standing Committees, 3.08 Open Meetings, 3.10 Amendment to Board Rules. The committee will review these at the next meeting. No action taken.

11. **Discussion and possible action on County Board Orientation**  
The committee talked about adding small info sessions during county board meetings. No action taken.
12. **Discussion on updating the Strategic Plan**  
No action taken.
13. **Discussion on Drainage Board**  
Wehmeier gave some history on the Drainage Board related to the budget and said that county staff are looking at ideas and tools that may help the Board and reduce costs. Cicero will do some research on other counties. This will be discussed at a future meeting. No action taken.
14. **Discussion on Social Media Policy**  
The current Social Media Policy was provided for review. Wehmeier explained that the current policy was approved in 2016. He discussed speech and comment issues on social media. There are pros and cons regarding controlling comments on social media. The committee was asked to give this some thought and it will be discussed at a future meeting. No action taken.
15. **Discussion on Comprehensive Plan Implementation**  
A copy of the Implementation Plan and tracking tool was provided for review. Wehmeier said we are in the final stages of implementation priorities with SRF and reviewed the information.
16. **Financial Reports**  
Financial Reports were provided for review. No action taken.
17. **County Administrator's monthly report**  
Wehmeier highlighted the following: work on broadband and collaboration, communication project, building project, meet and greet for executive director for free clinic, reviewing rules related to vaccine requirements, reviewing personnel policies, Trelloff property meetings, drainage district, personnel staffing matters, reviewing public defender appointments in courts, COVID testing and vaccinations and boosters. No action taken.
18. **Discussion and possible action on tentative future meeting schedule and agenda items**  
Next regular meeting is scheduled for December 29<sup>th</sup> at 8:30 a.m.

Agenda Items:

- Approval of November 24, 2021 Executive Committee minutes
- Approval of December 14, 2021 County Board minutes
- Financial Reports
- County Administrator's Monthly Report
- Discussion and possible action on changes to the board rules
- Discussion and possible action on County Board Supervisor Orientation
- Discussion and possible action on including the Remote Attendance Policy and Telecommuting Policy in the Board Rules
- Discussion on Social Media Policy
- Discussion and possible action on Comprehensive Plan Implementation process

**Adjourn**

Motion by Nass/Nelan to adjourn at 11:25 a.m. Motion passed.