

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
SPECIAL MEETING HELD ON
Tuesday, March 21, 2017**

A special meeting of the Cochise County Board of Supervisors was held on Tuesday, March 21, 2017 at 8:00 a.m. in the Cochise College Campus, 1025 Highway 90, Benson, Arizona.

Present: Ann English, Chairman; Patrick G. Call, Vice-Chairman; Peggy Judd, Member

Staff Present: Edward T. Gilligan, County Administrator
Arlethe G. Rios, Clerk of the Board

Chairman English called the meeting to order at 8:00 a.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

ACTION

Board of Supervisors

DISCUSSION and POSSIBLE DIRECTION on the FOLLOWING:

1. County Strategic Plan
2. Budget Discussion
3. County Administration/Board Office to include Goals and Objectives for the County Administrator to accomplish
4. General Employee Issues, Including Compensation, Health Care and Benefits
5. Current and Upcoming Issues for Specific Departments and Offices, Including IT, Elections, Board, Library District, Human Resources, Facilities, Solid Waste, Community Development, Finance, Health, Emergency Services and Indigent Defense Coordinator
6. Individual Supervisor Suggestions for Future Projects/Issues for Board Staff to Research

Mr. Gilligan said he would begin with discussing the strategic plan. He noted that previously the board wanted to align the strategic plan with their term. He added that a strategic plan needed to focus on timelines and dates.

Chairman English said that she supported employee involvement in the strategic plan, but wanted to emphasize the importance of the Board's priorities and vision. She added that goals have to be measurable and the Board needs to commit funding to ensure the strategic plan matters and is considered as departments submit budget requests.

Vice-Chairman Call said the current document was informational and wanted to use it as a foundation for the future strategic plan. He also said that he would like one person's focus to be the implementation of the strategic plan and follow up on the progress as necessary. He noted that the

Board should have their own strategic plan and all elected officers should have their own strategic plan.

Mr. Gilligan agreed with Vice-Chairman Call and added that a notation about economic development should also be included to relay the County's role in protecting natural resources, while supporting growth. He added that he would set a meeting for April 4.

Chairman English asked if a more clear number could be given about the budget.

Mr. Gilligan said that there would be budget work sessions scheduled for three days, which were going to revolve around major sections in the County and how they impact each other's budget. He added that he would provide very detailed budget information during these work sessions.

Chairman English noted that she would also like to see three year plans for all departments in order for the Board to plan for the future and know what to expect.

Vice-Chairman Call said future planning was great, but wanted to ensure that there was still enough flexibility to take advantage of grant funding, private donations, or sale opportunities. He said that for example if there was a sale on vehicles, but the purchases were not part of the original plan, the County should be flexible enough to take advantage of such a sale.

Mr. Gilligan said he would communicate that to all departments. He moved on to technology use in the County and noted that it would be a key to strategic planning to focus on major projects.

Chairman English said that she supported the use of technology, but wanted to know costs for all suggested projects.

Mr. Gilligan said that part of the budget planning would be that the Facilities and Information Technology departments create a building plan that is more proactive and addresses issues before they become emergencies.

Chairman English said that in terms of budget all requests should be researched and have exact costs associated with them.

Mr. Gilligan said he would be working with staff to review all processes as well as the capacity of staff members to ensure that maximum efficiency was accomplished. He moved on to discuss personnel policies, specifically work schedules and vacation earned. He stated that he would be drafting a new policy regarding these issues and bringing it formally to the Board.

Vice-Chairman Call said that a big issue in the County was water.

Chairman English added that the County needed to define its role since it had no legal control over water.

Mr. Gilligan said staff would work with the Board to keep citizens informed about water related issues. He moved on to brief the Board about several updates related to management in the planning and zoning division, elections, and emergency services.

Ms. Rios noted that she was working with the Special Districts consultant to learn about special districts and added that the current focus of the training was on budgets.

Vice-Chairman Call said he was pleased that there was a plan to back up special districts.

Chairman English said that she did not want to focus on any new federal grant programs since these could be impacted by the current administration's budgetary decisions.

Vice-Chairman Call added that all grant funded employees should be aware that their positions are dependent on federal grants being renewed. He also suggested partnering with other rural counties for some services that are not used year round.

Mr. Gilligan said he would follow up with the issues discussed and asked the Board if they had any concerns or additional discussion topics.

Chairman English said she was concerned about the Douglas Port of Entry project and how the failure of that project could negatively impact economic development in the County.

Vice-Chairman Call agreed that the County needed to take a leadership role in the port of entry project. He added that he thought the Board should also take a stance on more major economic development projects countywide.

Mr. Gilligan summarized the discussion of today's meeting: the Board would meet in April to refine and simplify the strategic plan, he had discussed fiscal challenges moving forward, he would meet with staff to discuss better utilization of technology (existing/future technology), he and staff would assist the Board in expanding the County's involvement in water issues countywide, and he and staff would meet with partners to assist in the port of entry project.

Chairman English thanked Mr. Gilligan for the briefing and suggested that the other Board members set expectations for Mr. Gilligan in order to have a reference point on evaluating Mr. Gilligan's performance in the future.

The Board agreed that the briefing had been a positive discussion and thanked Mr. Gilligan for the updated information.

Chairman English adjourned the meeting at 11:30 a.m.

APPROVED:

Ann English, Chairman

ATTEST:

Arlethe G. Rios, Clerk of the Board