Board of Allen County Commissioners  
Efficiency and Effectiveness Task Force  
Wednesday, March 25, 2015 (2-4pm)  
Cornerstone Youth Center, Monroeville, Indiana

Meeting Agenda

1. Welcome & Introductions

2. Purpose of the Task Force

3. Initial Discussion Points
   a. County Organizational Chart
   b. Allen County Strategic Plan
      i. Cross-department functions
      ii. Internal audit department
      iii. Six Sigma or Lean Certification
      iv. Opportunities to be proactive in providing services
      v. Customer satisfaction & experience
   c. Administrative Options
   d. Other Issues

4. Task Force Membership

5. Next Steps in the Process

6. Comments From the Floor

7. Adjourn

The next Task Force meeting will be held on Wednesday, April 29th 2-4pm at the New Haven Police Training Room (815 Lincoln Highway East)
**Task Force Members**
Kent Castleman, President, NewAllen Alliance  
Michael Eikenberry, Dean, IPFW Doermer School of Business  
Ben Eisbart, Board Member, Greater Fort Wayne Inc.  
Roger Hadley, President, Allen County Farm Bureau  
Terry McDonald, Mayor, City of New Haven  
Bob Taylor, President and CEO, Do it Best Corp.

Facilitator: Ellen Cutter, Director, IPFW Community Research Institute

**Resources Consulted**  
G. William Fishearing, Attorney, Allen County  
Chris Cloud, Executive Assistant, Allen County Board of Commissioners  
Linda Bloom, Allen County Commissioner (District 3)  
Nelson Peters, Allen County Commissioner (District 2)  
Therese Brown, Allen County Commissioner (District 1)  
Tom Harris, Allen County Council President

**Reference Materials**  
Draft Allen County Organizational Chart  
Allen County Strategic Plan update, 2011

**About the Allen County Strategic Plan**  
*Awarded the County Achievement Award in 2011 by the Association of Indiana Counties*

Beginning in February of 2008 and concluding in May of 2009, Allen County’s Elected Officials and Department Heads, along with their staffs, worked on creating a Strategic Plan for the County. To our knowledge, this Strategic Plan is the first of its kind with respect to county government in Indiana.

Participation in the project was voluntary and demonstrated cooperation among separately elected office holders and appointed department heads, working towards a shared community vision and mission, and common County-wide goals. Twenty five offices and department participated in the plan.

As the project progressed with the help of an outside consultant, it did not take long for this to become an internally driven project with the creation of a Strategic Plan Executive Committee. Most traditional local government strategic plans are community development plans; this initial plan took the path of being an internal “business” plan for each department. This resulted in over 400 department-level objectives proposed to be completed over the next five years! All of the submitted department and office objectives, activities and tasks, and measures have been compiled and the strategic plan document is to be updated yearly.

**Strategic Plan Executive Committee Members**
Jeff Baxter, Superintendent, Parks and Recreation  
Therese Brown, County Commissioner  
Chris Cloud, Commissioners’ Office Staff  
Dave Fuller, Building Commissioner  
Tom Harris, County Council  
Larry Brown, County Council

Nelson Peters, County Commissioner  
Mike Talbott, Purdue Cooperative Extension  
Bev Zuber, Wayne Township Assessor  
Tera Klutz, Auditor
Pat Fahey, Department of Planning Services
(Committee Chairman)