

# NAPA COUNTY STRATEGIC OBJECTIVES

May 1, 2012 – October 15, 2012

## A. THREE-YEAR GOAL: *Complete HHSA Campus Construction*

<b>1. Develop and present to the Board of Supervisors two campus alternatives for the HHSA campus – one with the school site and one without the school site.</b>	
<b>Who:</b> Public Works Director <b>When:</b> April 24, 2012 <b>Status:</b> <b>Completed</b>	
<b>Comment:</b> Staff presented four schematic alternatives to the Board on April 24, 2012, and the Board recommended two (one with the school site and one without the school site) for analysis in the Draft EIR.	
<b>Next Step:</b> Following completion of the Draft EIR, staff will request selection of a preferred alternative, allowing completion of the Final EIR and the Master Plan.	
<b>2. Complete the draft Environmental Impact Report with the two campus options and circulate for public input.</b>	
<b>Who:</b> Planning Director <b>When:</b> August 28, 2012 <b>Status:</b> <b>In Progress</b>	
<b>Comment:</b>	
<b>Next Step:</b> N/A	
<b>3. Complete the Environmental Impact Report for the HHSA campus construction and present to the Board of Supervisors for certification.</b>	
<b>Who:</b> Planning Director <b>When:</b> December 7, 2012 <b>Status:</b> <b>In Progress</b>	
<b>Comment:</b>	
<b>Next Step:</b> N/A	

## **B. THREE-YEAR GOAL: *Achieve Consolidation of Services***

<b>1. Provide the results of Management Partners' study for Board direction on possible consolidation of services with the City of Napa.</b>	
<b>Who:</b>	County Executive Officer
<b>When:</b>	June 30, 2012
<b>Status:</b>	<b>Completed</b>
<b>Comment:</b>	On April 17, 2012, the Board of Supervisors and the City of Napa's City Council held a joint received a presentation on the results of the consolidation study conducted by Management Partners.
<b>Next Step:</b>	N/A
<b>2. Bring to the Board of Supervisors for action a County JPA with Napa County municipalities for Fire Marshall services.</b>	
<b>Who:</b>	County Fire Chief
<b>When:</b>	August 14, 2012
<b>Status:</b>	<b>In Progress</b>
<b>Comment:</b>	Staff continues to work on a business plan.
<b>Next Step:</b>	N/A
<b>3. Present to the Board of Supervisors a Transition Plan and a Space Plan to implement a "One Stop" Permit Center.</b>	
<b>Who:</b>	Planning Director, with assistance from the Director of Public Works
<b>When:</b>	September 18, 2012
<b>Status:</b>	<b>In Progress</b>
<b>Comment:</b>	Committee of staff working on this task. The proposed space plan is estimated to be complete by September 1, 2012.
<b>Next Step:</b>	N/A

**C. THREE-YEAR GOAL: *Maintain Long-term Financial and Workforce Stability***

<b>1. Provide the Board of Supervisors for action recommendations and a contract for providing a Supervisory Training Program for County employees.</b>	
<b>Who:</b>	Training and Organizational Development Officer
<b>When:</b>	July 1, 2012
<b>Status:</b>	<b>Contract Awarded</b>
<b>Comment:</b>	On June 26, 2012, the Board approved an agreement with the Centre for Organization Effectiveness for the development and implementation of the Supervisory Training Program on an as needed basis.
<b>Next Step:</b>	The Training and Organizational Development Officer will schedule a planning meeting with the Centre for Organization Effectiveness to discuss program development and an implementation timeline.
<b>2. Provide the Board of Supervisors with a report and a contract for action to provide a Senior Leadership Academy for County employees.</b>	
<b>Who:</b>	Training and Organizational Development Officer
<b>When:</b>	July 1, 2012
<b>Status:</b>	<b>Contract Awarded</b>
<b>Comment:</b>	On June 26, 2012, the Board approved an agreement with the Centre for Organization Effectiveness for the development and implementation of the Leadership Training Program on an as needed basis.
<b>Next Step:</b>	The Training and Organizational Development Officer will schedule a planning meeting with the Centre for Organization Effectiveness to discuss program development and an implementation timeline.
<b>3. Provide the Board of Supervisors with a report that identifies the number of employees that are eligible for retirement in the next 5 and 10 years at each level of the organization.</b>	
<b>Who:</b>	Director of Human Resources, with input from County Counsel
<b>When:</b>	October 15, 2012
<b>Status:</b>	<b>In Progress</b>
<b>Comment:</b>	Staff from the Human Resources, Information Technology Services and County Executive Office have met to identify and develop reporting requirements to gather the necessary information from PeopleSoft.
<b>Next Step:</b>	N/A
<b>4. Provide the Board of Supervisors with a report identifying financing alternatives for future capital needs.</b>	
<b>Who:</b>	County Executive Officer
<b>When:</b>	October 15, 2012
<b>Status:</b>	<b>In Progress</b>
<b>Comment:</b>	Staff continues to work on developing a report that identifies financing alternatives for future capital needs.
<b>Next Step:</b>	N/A

**D. THREE-YEAR GOAL: *Manage and Plan for the Changing Correctional System Population***

<b>1. Bring a contract to the Board of Supervisors for action for a consultant to complete Environmental Impact Reports for the construction of a new jail.</b>
<p> <b>Who:</b> Planning Director  <b>When:</b> June 1, 2012  <b>Status:</b> <b>Contract Awarded</b>  <b>Comment:</b> On May 22, 2012, the Board of Supervisors approved a contract with Ascent Environmental to complete the Environmental Impact Report studies on the downtown jail location and an alternate location.   <b>Next Step:</b> The consultants will begin the project in June, 2012.         </p>
<b>2. Bring a revised Electronic Monitoring Policy to the Board of Supervisors for consideration.</b>
<p> <b>Who:</b> Director of Corrections  <b>When:</b> July 1, 2012  <b>Status:</b> <b>Policy Adopted</b>  <b>Comment:</b> On May 8, 2012, the Board of Supervisors approved an updated Electronic Monitoring/Home Detention Policy.   <b>Next Step:</b> The Director of Corrections has implemented the new policy.         </p>
<b>3. Bring to the Board of Supervisors for consideration a Deferred Entry of Judgment Program for Misdemeanors.</b>
<p> <b>Who:</b> District Attorney and Chief Probation Officer  <b>When:</b> August 1, 2012  <b>Status:</b> <b>In Progress</b>  <b>Comment:</b> The District Attorney's Office and Probation Department have had initial meetings to determine the general scope of a DEJ program. The next step will be to identify the total number of potential participants and develop the Memorandum of Understanding outlining the program scope.   <b>Next Step:</b> N/A         </p>
<b>4. Develop and begin implementation of a comprehensive data management system to manage the correctional population.</b>
<p> <b>Who:</b> County Executive Officer and Chief Information Officer  <b>When:</b> October 15, 2012  <b>Status:</b> <b>In Progress</b>  <b>Comment:</b> Staff in the County Executive Office and the Information Technology Systems Department have met and outlined the overall data needs for Criminal Justice Departments related to the correctional population.   <b>Next Step:</b> N/A         </p>
<b>5. Identify emerging issues with the correctional setting as a result of realignment and present the results to the Board of Supervisors.</b>
<p> <b>Who:</b> Director of Corrections  <b>When:</b> October 15, 2012  <b>Status:</b> <b>In Progress</b>  <b>Comment:</b> The Director of Corrections has begun identifying the changing nature of the correctional population as a result of realignment and has met with correctional staff and other Criminal Justice agencies to discuss impacts of these changes. In addition, the Director will finalize the list of issues, begin preparing impact statements, proceed with a staffing study that explores overall jail staffing needs as a direct or indirect result of realignment.   <b>Next Step:</b> N/A         </p>

## **E. THREE-YEAR GOAL: *Enhance Public Awareness and Communication***

<b>1. Review the External Communication Plan and provide feedback to the Public Information Officer on a feedback form.</b>	
<b>Who:</b>	Every Department Head
<b>When:</b>	August 31, 2012
<b>Status:</b>	<b>In Progress</b>
<b>Comment:</b>	Public Information Officer has met with three department heads to review the current version of the External Communication Plan and devise a strategy to receive feedback from all the department heads.
<b>Next Step:</b>	N/A
<b>2. Coordinate the Joint City-Town-County meetings with each of the municipalities with the County of Napa.</b>	
<b>Who:</b>	County Executive Officer
<b>When:</b>	June 30, 2012
<b>Status:</b>	<b>Completed</b>
<b>Comment:</b>	The Board of Supervisors requested an opportunity to meet with each of the four cities and town at their respective jurisdictions to discuss issues of mutual concern. To date, the Board has met with the Council members of the Cities of American Canyon, Calistoga, Napa and the Town of Yountville. The City of St. Helena declined to meet.
<b>Next Step:</b>	N/A
<b>3. Recommend to the County Executive Officer the next steps based on the feedback received regarding the External Communication Plan.</b>	
<b>Who:</b>	An Internal Working Group (County Executive Officer and Public Information Officer as Leads)
<b>When:</b>	September 30, 2012
<b>Status:</b>	<b>In Progress</b>
<b>Comment:</b>	Staff will work on this objective after the review of the External Communication Plan objective is complete.
<b>Next Step:</b>	N/A
<b>4. Recommend to the County Executive Officer how to improve the County's website, including the content management system.</b>	
<b>Who:</b>	A Website Study Group (Public Information Officer and Chief Information Officer, Co-Leads)
<b>When:</b>	September 15, 2012
<b>Status:</b>	<b>In Progress</b>
<b>Comment:</b>	Chief Information Officer and Public Information Officer met to discuss the formation of a small working group of content contributors who will define issues and potential enhancements to the County's content management system (CMS). The group convened in June, 2012.
<b>Next Step:</b>	N/A

**Updated: 07/10/12**