



Agenda Date: 6/15/2016
Agenda Placement: 8B

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors
FROM: Cheryl P. Schuh for Timothy Healy - General Manager
NS-General Manager Office
REPORT BY: Stephanie Turnipseed, Pollution Prevention and Outreach Coordinator - 707-258-6002
SUBJECT: Review Draft Communications Plan and Provide Direction

RECOMMENDATION

Receive and discuss draft Communications Plan for the District from MIG staff, and provide direction.

EXECUTIVE SUMMARY

MIG was hired to prepare a Communications Plan for the District. On May 4, 2016 Tim Carroll and Lou Hexter from MIG presented a framework for the Communications Plan based upon discussions with District Board members and staff. The Board gave further recommendations about strategies to included or exclude from the Plan, and MIG staff compiled a draft Plan based upon those recommendations.

At this meeting, Tim Carroll from MIG will present the draft Communications Plan for the Board to review and provide direction for the final Communications Plan.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

None.

BACKGROUND AND DISCUSSION

None.

SUPPORTING DOCUMENTS

A . Draft Communications Plan

Napa Sanitation District: Approve

Reviewed By: Timothy Healy