



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 10/16/2018  
Agenda Placement: 9E  
Set Time: 1:00 PM  
Estimated Report Time: 4 Hours

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

---

**TO:** Board of Supervisors  
**FROM:** Minh Tran - County Executive Officer  
County Executive Office  
**REPORT BY:** Marissa Murphy-Becerra, Training and Organizational Development Officer - 707-253-4477  
**SUBJECT:** Board of Supervisors Strategic Planning Session 2 (Presentation of Strategic Work Plan)

---

### **RECOMMENDATION**

County Executive Officer requests Board receive a brief update on the progress of the data collection efforts and a preliminary review of themes being heard for the Strategic Plan from Dr. B.J. Bischoff and staff.

### **EXECUTIVE SUMMARY**

Since contracting with Dr. B.J. Bischoff, Napa County has conducted 5 District meetings and 30 issue focused meetings, and received 2712 survey responses from the public and staff. Dr. Bischoff and staff will provide a brief, preliminary summary of the themes that were consistent throughout these outreach efforts. Following this meeting, the consultant and staff will continue to analyze the data and draft the draft Strategic Plan for adoption on December 18.

Staff report.

Public comment.

The Board may choose to provide direction to staff on process.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	This is included in the adopted budget.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification: Adoption of a Strategic Plan will inform future Board decisions that are in alignment with the community interests.

Is the general fund affected? Yes

Future fiscal impact: The costs associated with the Strategic Planning process are one-time.

Consequences if not approved: The County will not have a Strategic Plan.

Additional Information:

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

The County realizes that a Strategic Plan is an important and effective tool to provide direction and outline measurable goals for the organization and the community. The County has partnered with Dr. B.J. Bischoff of Bischoff Performance Improvement Consulting to work with County staff and the Board to facilitate the development of a Strategic Plan for Napa County, and guide the adoption and integration of the strategic plan throughout the organization. In addition to establishing the priorities for the next three years, the Strategic Plan will establish a path forward for making informed decisions to meet the current and future needs of the County of Napa's residents, businesses, and visitors. This meeting is the second public meeting related to the Strategic Planning process, and will serve as an update to the Board to share the data collection efforts and findings over the last two months. Members of the Board are invited to provide direction to Dr. Bischoff, the Strategic Planning Taskforce, and staff on the next steps of the process.

### **SUPPORTING DOCUMENTS**

A . Strategic Planning Presentation to the Board, October 16 2018

CEO Recommendation: Approve

Reviewed By: Molly Rattigan