



Agenda Date: 10/23/2007
Agenda Placement: 9D

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Robert Peterson - Director
Public Works
REPORT BY: Robert Peterson, Director of Public Works, 253-4351
SUBJECT: NCTPA - Transition County staff to independent agency

RECOMMENDATION

Director of Public Works to discuss and seek possible direction regarding actions taken by the Napa County Transportation and Planning Agency Governing Board on October 17, 2007 concerning the possible creation of an independently staffed agency.

EXECUTIVE SUMMARY

On October 17, 2007, the Board of Directors of Napa County Transportation and Planning Agency (NCTPA) received recommendations from its staff to:

1. Approve a schedule related to transitioning an independent staff function to NCTPA;
2. Authorizing the Executive Director to sign an agreement with a consultant to development personnel related policies and procedures and other personnel actions as may be required; and
3. Approve a policy determination for NCTPA to hire all County staff who wish to transition to employment with NCTPA.

Today, staff will update the Board on what actions were taken at the NCTPA meeting and request direction to assist NCTPA with the implementation of any decision that is made at their meeting on October 17, 2007.

FISCAL IMPACT

Is there a Fiscal Impact? No

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

Over the past several years, discussions have been held regarding establishing an independent staff for NCTPA. In December 2006, NCTPA entered into a contract with Jim Leddy to act as its Executive Director. Since that time, NCTPA staff has received an actuarial valuation from CalPERS and is researching the possibility of contracting with them for both retirement and health benefits.

On October 17, 2007, the Governing Board of NCTPA received staff recommendation to take the following actions:

1. Approve a schedule for defining and reviewing issues related to transitioning to an independent staff;
2. Authorize the Executive Director to enter into and sign a professional services agreement with a consultant to facilitate the development of personnel policies and procedures and other personnel actions which may be necessary; and
3. Approve a policy determination for NCTPA to hire all County staff who wish to transition to employment with NCTPA.

Today, staff will update the Board on what actions were taken at the NCTPA meeting and request direction to assist NCTPA with the implementation of any decision that is made at their meeting on October 17, 2007.

In a separate action, staff will be returning to the Board in November with a contract for service between NCTPA and the County for FY 07-08.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi