



Agenda Date: 12/11/2007
Agenda Placement: 3A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Meg Price for Mark Gregersen - Director
Human Resources
REPORT BY: Meg Price, Training and Organizational Development Officer, 299-1480
SUBJECT: Presentation of Certificates to Supervisory Academy Participants

RECOMMENDATION

Presentation of Certificates of Completion to participants of the Napa County Supervisor Academy.

EXECUTIVE SUMMARY

The Napa County Supervisor Academy offers 44 hours of instruction to all levels of county management and covers critical knowledge and skills necessary to create a healthy, productive work environment and to manage performance skillfully.

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

The concept of a Supervisory Academy was initially presented to all department heads in late 2003. The Human Resources Director organized a task force that included department heads and management employees. Over several months, the group discussed the topics that would be most beneficial to supervisory staff,

developed a curriculum and enlisted the participation of department heads and other management employees to present in their areas of expertise. The first group of Supervisory Academy Graduates were presented certificates of completion at the January 25, 2005 Board Meeting. With the current graduates, 102 managers and supervisors have completed the program.

Participants in the Academy are chosen by their department head. The eighteen (18) graduates of the Fall 2007 Napa County Supervisor Academy presented to you today have dedicated themselves to developing excellent management skills. Their departments have committed time and resources to build a foundation for excellence in department management.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Karen Collins