



Agenda Date: 12/19/2006

Agenda Placement: 3A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Mark Gregersen - Director
Human Resources
REPORT BY: Pamela Hansen, Human Resources Analyst III, 253-4305
SUBJECT: Presentation of Certificates to Supervisory Academy Participants

RECOMMENDATION

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

EXECUTIVE SUMMARY

The County implemented the first ever Supervisory Academy in Fall 2004. The employees before you today represent the fifth group of graduates of the Academy.

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 presented to all department heads in late 2003. The Human Resources Director put together a task force which included department heads and management employees to discuss topics they would like to see as part of the curriculum. This task force met for a number of months refining a program offering that would be beneficial to all participants. Once the curriculum was established, the

participation of current department heads and other management employees to act as presenters in their area of expertise was initiated. The first group of Supervisory Academy Graduates were presented certificates of completion at the January 25, 2005 Board Meeting.

Participants in the Academy are chosen by their department head. The fifth group of thirteen (13) participants attended sessions which ran from September 7, 2006 through November 16, 2006.

The presentation taking place today is to acknowledge the commitment of these thirteen (13) employees.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Karen Gratton