



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 4/4/2017

Agenda Placement: 6V

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Carlos Solorio for Leanne Link - County Executive Officer
County Executive Office

REPORT BY: Alice Hughey, Assistant County Executive Officer - 253-4153

SUBJECT: Agreements regarding Mutual Learning® training

RECOMMENDATION

County Executive Officer requests approval of and authorization for the Chair to sign an agreement with Roger Schwarz & Associates, Inc. for a maximum of \$70,050 for the term April 4, 2017 through June 30, 2017 for a Mutual Learning® training program for County staff.

EXECUTIVE SUMMARY

Roger Schwarz of Roger Schwarz & Associates, Inc. (RSA) is the founder of Mutual Learning®, a rigorous approach to teach leaders and leadership teams to change behaviors, get more done, and reach their goals. Carrie Hays of The Halle Group is an Executive Consultant with RSA. On June 26-29, 2017 Roger Schwarz, Carrie Hays and two RSA associates will provide a four-day intensive *Smart Leaders, Smarter Teams* training for 25 County Executive Office employees. This training, which was developed by RSA as part of Mutual Learning®, will provide tools and techniques demonstrated to increase individual and team effectiveness, as well as the concepts and principles that guide the use of the tools and techniques. In addition, Roger Schwarz and Carrie Hays will provide a four-hour introduction to Mutual Learning® to County department heads and other staff on June 30, 2017.

Roger Schwarz & Associates, Inc. is not a local vendor. Carrie Hays is a local vendor.

FISCAL IMPACT

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|---------------------------|-----|
| Is there a Fiscal Impact? | Yes |
| Is it currently budgeted? | Yes |

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| Where is it budgeted? | County Executive Office |
| Is it Mandatory or Discretionary? | Discretionary |
| Discretionary Justification: | Napa County is not required to contract with RSA or Carrie Hays for Mutual Learning® training. However, this agreement will enable CEO Division staff to receive <i>Smart Leaders, Smarter Teams</i> training to foster leadership, teamwork and collaboration across the County, which in turn will lead to better services for the community. The introduction to Mutual Learning on June 30 will enable other interested County staff to become familiar with the concepts and techniques of Mutual Learning, which in turn will help align the County's overall strategies for organizational development and effective services to the community. |
| Is the general fund affected? | Yes |
| Future fiscal impact: | The agreement terminates June 30, 2017. |
| Consequences if not approved: | If this agreement is not approved, Napa County will not be able to engage with Roger Schwarz & Associates to receive the trainings and benefits of the Mutual Learning® process and the expertise provided by the consultants. The County will not be able to build upon the positive results achieved through Mutual Learning in other County departments nor be able to further align the County's strategies for countywide organizational development. |

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 Napa County CEO's Office is building the internal capacity of County staff to collaborate effectively with internal and external stakeholders, build positive relationships, and thereby advance the goal of better serving the Napa County community. Mutual Learning® is an essential component for building on existing mutual learning efforts in the County and aligning the County's strategies for organizational development. HHSA's previous Mutual Learning® work in multiple HHSA divisions produced better teamwork and collaboration agency wide, which in turn has resulted in improved ways of providing community services. The Napa County Child Support Services Department, Napa County Library, and Napa County Human Resources also have experienced positive results from the Mutual Learning® approach.

Roger Schwarz & Associates, Inc. (RSA) and Carrie Hays, an Executive Consultant with RSA, will provide an in-depth, intensive training on the Mutual Learning® approach in a four-day workshop series, *Smart Leaders, Smarter Teams*, for 25 County Executive Office employees on June 26-29, 2017. In addition, Roger Schwarz and Carrie Hays will provide a four-hour introduction to Mutual Learning for department heads and other interested County staff on June 30, 2017.

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SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri