



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 7/31/2018  
Agenda Placement: 9A  
Set Time: 9:00 AM  
Estimated Report Time: 4 Hours

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**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 1 (Presentation of Strategic Work Plan)

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### **RECOMMENDATION**

County Executive Officer requests the following regarding the development of the Board's Three Year Strategic Plan:

1. Receive a presentation from Dr. B.J. Bischoff, of Bischoff Performance Improvement Consulting;
2. Provide direction to staff on next steps; and
3. Appoint a Task Force consisting of veteran Department Heads.

### **EXECUTIVE SUMMARY**

The County of Napa has contracted with Dr. B.J. Bischoff, of Bischoff Performance Improvement Consulting to provide assistance and help facilitate the development of a strategic plan for the County, and guide the adoption and integration of the strategic plan throughout the organization.

### **PROCEDURAL REQUIREMENTS:**

1. Staff report.
2. Public comment.
3. Board direction to staff on process.
4. Motion, second, discussion and vote on appointments to the Task Force.

### **FISCAL IMPACT**

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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:	The costs associated with staff time to support this effort will vary depending on the number of community meetings.

### **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 very beginning of the Strategic Planning process. The Board of Supervisors is invited to provide direction to staff on the next steps of the process in conjunction with the recommendations provided by Dr. Bischoff.

The County Executive Officer is recommending the following veteran department heads to serve on the Task Force:

1. Ron Abernathy
2. Danis Kreimeier
3. Steve Lederer
4. David Morrison
5. John Robertson

Members of the Task Force will serve as ambassadors to receive information and communication from the community. They will then report back to the Board.

**SUPPORTING DOCUMENTS**

A . Strategic Plan Presentation

CEO Recommendation: Approve

Reviewed By: Mary Booher