



# County of El Dorado

330 Fair Lane, Building A  
Placerville, California  
530 621-5390  
FAX 622-3645  
www.edcgov.us/bos/

## Legislation Details (With Text)

**File #:** 18-1689 **Version:** 1

**Type:** Agenda Item **Status:** Approved

**File created:** 10/23/2018 **In control:** Board of Supervisors

**On agenda:** 11/13/2018 **Final action:** 11/13/2018

**Title:** Chief Administrative Office recommending the Board approve a contract with Cooperative Personnel Services, dba CPS HR Consulting (Agreement 3415) to assist in the design, facilitation and documentation of an update to the County's Strategic Plan, effective upon final execution by both parties through June 30, 2019, and a total not-to-exceed amount of \$29,900. (Est. Time: 10 Min.)

**FUNDING:** General Fund.

### Sponsors:

### Indexes:

### Code sections:

**Attachments:** 1. A - 18-1153 Agreement, 2. B - Counsel Approval

Date	Ver.	Action By	Action	Result
11/13/2018	1	Board of Supervisors	Approved	Pass

Chief Administrative Office recommending the Board approve a contract with Cooperative Personnel Services, dba CPS HR Consulting (Agreement 3415) to assist in the design, facilitation and documentation of an update to the County's Strategic Plan, effective upon final execution by both parties through June 30, 2019, and a total not-to-exceed amount of \$29,900. (Est. Time: 10 Min.)

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### DISCUSSION / BACKGROUND

The County's current Strategic Plan was originally approved by the Board of Supervisors at a Special Meeting on March 21, 2016, and since that time minor updates have been made to the tasks and objectives within each goal.

Based on discussions among the County's Department Head team, there is consensus that it is time to do a comprehensive update of the objectives and tasks since many have been completed. There is also consensus that the existing Mission, Vision, Values and the five goals of Public Safety, Good Governance, Infrastructure, Economic Development and Healthy Communities are still appropriate and should not be changed.

In addition, over the past two years there has been increased collaboration between the County and the Office of Education, resulting in a number of joint initiatives that should be considered for inclusion in the County's Strategic Plan likely within the Healthy Communities goal. There has also been increased collaboration with the El Dorado County Water Agency which identified joint priorities that could be considered for inclusion in the Infrastructure goal. Both the Superintendent of Schools and the Executive Director of the El Dorado County Water Agency have agreed to participate in the

Strategic Plan update process.

The following is a summary of the proposed process:

- 1) CPS HR Consulting will meet with the sub-committee of Department Heads (e.g, CAO, Assessor, Director of HHSA and Director of Child Support Services) to review the existing strategic plan and organizational documents.
- 2) CPS HR Consulting will have individual meetings with each Board member to receive their thoughts on the existing Strategic Plan, strengths and weaknesses of the County, and the top priorities of the County.
- 3) CPS HR Consulting will meet with the Department Heads from each of the four functional groups (e.g, Law & Justice, Land Use (including the Water Agency), Health and Human Services (including the Office of Education), and General Government to receive thoughts on the existing five Strategic Plan goals, the relationship between each goal, the level of collaboration within each goal, and the level of collaboration across each goal.
- 4) CPS HR Consulting will meet with program managers within each of the functional groups to obtain similar input.
- 5) CPS HR Consulting will complete a draft strategic plan and then facilitate a public workshop lasting approximately 3 - 4 hours to receive input on the changes to the Strategic Plan, adding information and making any necessary changes before the plan is formally presented to the Board of Supervisor for approval.

## **ALTERNATIVES**

The Board could choose not to approve the agreement, at which point staff would complete the update to the Strategic Plan without the assistance of a professional facilitator. This option was discussed with the Department Head team, and there was consensus a facilitator would be beneficial and result in a better outcome.

## **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

The concept was discussed among all Department Heads. This specific consultant was identified with the assistance of the Assessor, Director of Child Support Services and Director of Health & Human Services.

## **FINANCIAL IMPACT**

The not-to-exceed amount of \$29,900 is fully-funded from the General Fund. In a separate Board item, staff is recommending using Fiscal Year 2017-18 year-end fund balance to cover these costs.

## **CLERK OF THE BOARD FOLLOW UP ACTIONS**

Obtaining the Chair's signature and return one signed original to Procurement and Contracts.

## **STRATEGIC PLAN COMPONENT**

Good Governance.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

Don Ashton, Chief Administrative Officer