



## Board Summary Report

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**File #:** 24-262

**Agenda Date:** 5/6/2024

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**To:** Board of County Commissioners

**Through:** Michelle Halstead, Director, Commissioners' Office

**Prepared By:**

Keke Kosse, Management Analyst I, Commissioners' Office

**Presenter:** Michelle Halstead, Director, Commissioners' Office; Keke Kosse, Management Analyst I, Commissioners' Office

**Subject:**

1:00 PM \*Introduction and Demonstration of Strategic Workplan

**Purpose and Request:**

The purpose of this study session is to provide an update on the next phase of the county's strategic plan framework, introducing and demonstrating the strategic workplan tool, and seek Board feedback and approval.

**Background and Discussion:** In March 2023, the Board of County Commissioners, alongside elected officials and directors, convened to chart a new strategic approach for the county's endeavors in the coming years. This endeavor culminated in the establishment of a new strategic plan to guide the county's work moving forward.

The plan prioritized six strategic focus areas for the county, including: Good Governance, Increase Revenue, Sustainable Development, Housing, Economic Mobility, and Workforce. The plan also recognized the need for centralized strategic planning, creating a strategic framework that identifies long- and short-term goals, shares outcomes, tracks progress, mitigates risks and which informs Board decision-making.

For 2024, our goal is to develop a tool that provides a holistic view of county activities and outcomes, creating a quarterly reporting process as well as finalize outcome measures for each focus area. To facilitate this work, departments and offices self-reported planned initiatives and projects slated for implementation over the next few years, as well as county programs and services. This data was further refined and organized into a more

robust work plan, with a user-friendly dashboard and searchable features, rendering it navigable for stakeholders. Through a guided demonstration, we will showcase the functionality and features of the strategic work plan tool, including its user-friendly interface, navigable dashboard, and searchable capabilities. This demonstration will offer insights into how the workplan can be utilized as a decision-making and prioritization tool in the future, aiding in the efficient allocation of resources and alignment of initiatives with our strategic objectives. Staff also will be convening focus area subgroups of department/office subject matter experts, to achieve consensus on outcome measurements that will be brought to the Board for approval, with a target completion date set for the end of the year. This collaborative effort aims to ensure alignment and clarity in our strategic pursuits.

On April 24, staff met with the E-Team to review the collective work to date, discuss the proposed quarterly update and reporting process, and seek concurrence with outcome development approach. The E-Team was supportive of work to date, appreciated ongoing engagement, and endorsed process.

Staff is seeking Board input to optimize tool use and functionality. We also would like the Board's input on the quarterly reporting structure and outcome metric development process. Pending concurrence, staff will work to roll out the strategic work plan to internal audiences and schedule future quarterly board updates.

In the future, the workplan holds promise as a robust decision-making and prioritization tool. Its comprehensive nature and alignment with our strategic objectives position it as a cornerstone for informed decision-making and efficient resource allocation in the years to come.

**Fiscal Impact:** N/A

**Alternatives:** N/A

**Alignment with Strategic Plan:**

- Be fiscally sustainable
- Provide essential and mandated service
- Be community focused

**Staff Recommendation:** N/A

**Concurrence:** N/A