



Topic: **Reservoir Committee Agenda Item 3.3**      **2020 October 16**

Subject: **Status Update on Strategic Planning Steps**

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**Requested Action:**

Receive a status update on Strategic Planning next steps.

**Detailed Description/Background:**

The Authority Board and Reservoir Committee accepted the "Interim Strategic Plan" and adopted the updated vision, mission, values and goals for the organization at the September 2020 Joint Meeting. These decisions provide the fundamental direction for all work on the project. The next steps were identified as 1) achieving by end of 2020 a final strategic plan that reflects the direction and priorities of the Boards for the project, mostly focused on the near term activities, and 2) utilize the consulting services previously assigned for this purpose to assist in accomplishing the high priority near term actions.

Over the past month, the Executive Director and Agents have been working with The Catalyst Group and Darling H2O to define the best uses of the consulting services to complete the priority near term actions as follows:

- In addition to completing actions plans and schedule for the Strategic Plan, The Catalyst Group will be assisting with facilitation, planning and consultation for the Authority Board and Reservoir Committee discussions involving decision making and authority delegation.
- With his background in utility management, Darling H2O is best qualified to assist with a review of board to staff delegation of authority starting with an audit of our existing processes and leading to possible consideration of incorporating best practices and industry standards. It is also possible to evaluate approaches to better manage the length of Board meetings which is related to the volume of agenda items.

Monitoring and reporting on progress in the implementation of the strategic plan will occur on multiple fronts and on a regular basis in that project progress is aligned with the objectives outlined in the strategic plan. The next report regarding the strategic plan implementation will be presented in January 2021.

**Fiscal Impact:**

None.

**Prior Action:**

September 17, 2020: Accepted the updated vision, mission and values reflected in the Interim strategic Plan.

July 22, 2020: Reviewed and commented on the Strategic Planning Session Draft Agenda.

May 27, 2020: Approved a consulting contract with The Catalyst Group for facilitation services in an amount not to exceed \$50,000 and approve a time extension through December 31, 2020 for the existing contract with Darling H2O.

April 22, 2020: Approved the Organization Assessment Report as follows: the plan and schedule for addressing the report findings and recommendations, the scope, schedule and budget for strategic planning facilitation services and release a Request for Proposals for strategic planning facilitation services.

December 20, 2019: Approved Darling H2O to expand the scope of work to support the recruitment of a facilitator for Strategic Planning.

November 21, 2019: Darling H2O Consulting, Inc. presented the draft Organizational Assessment.

August 26, 2019: Approved a budget reallocation for the organizational assessment and execution of a sole-source professional services agreement with Darling H2O to perform an organizational assessment.

July 22, 2019: Discussed working on an organizational assessment plan to evaluate the structure of the Sites Project's program management team, Reservoir Committee and the Authority.

**Fiscal Impact/Funding Source:**

Sufficient funds exist in the Amendment 2 work plan (budget) to cover these expenditures.

**Staff Contact:**

Jerry Brown

**Attachments:**

None.