



Topic: **Reservoir Committee Agenda Item 2.1 2020 August 13**

Subject: **Strategic Planning Session**

Requested Action:

Review and comment on the development of a Strategic Plan.

Detailed Description/Background:

The Catalyst Group was hired by the Authority to prepare a strategic plan and facilitate a strategic planning session.

Since beginning work in June, the Catalyst team has gathered input from the Coordinating Committees, Executive Director, agents, consultants and others to inform the development of the Authority's Strategic Plan. At this August 13 workshop, the team will present a summary of this input to guide the discussion. The purpose of the joint workshop is to discuss and provide direction on the essential elements of the Strategic Plan — vision, mission, values and goals to guide the Authority for the next three to five years.

The Catalyst team has worked with the Executive Director and agents to develop proposed language for these essential elements, integrating this input with previous versions and fresh input through the July 2020 survey of the Authority Board, Reservoir Committee, agents and select consultants. A draft revised vision, mission, values and goals are attached for review and discussion. The August 13 workshop is designed to review and engage on these elements with the Authority Board and Reservoir Committee and to identify and discuss the significant opportunities, challenges and activities that will guide and direct the achievement of the mission and goals. The session is being conducted 100% virtually which presents logistical and engagement challenges. Catalyst is structuring activities of the day to maximize the participation and be as inclusive as possible of the input of RC and AB members.

Future work after the workshop will further develop the Strategic Plan to align the activities and milestones, strengthen the organization, and describe progress reporting and performance measures. A draft Strategic Plan is scheduled to be delivered in September.

Fiscal Impact:

Sufficient funds for the strategic plan and facilitation are included in the Amendment 1B work plan. Funds and contract authority previously authorized by the board for Catalyst and Darling H2O to assist with strategic plan implementation are being held for these activities.

Prior Action:

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

None.

Staff Contact:

Jerry Brown

Attachments:

Attachment A: Discussion Draft Strategic Plan Summary.