

COUNTY OF ALBEMARLE

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> Strategic Plan Progress Report	<u>AGENDA DATE:</u> Board Retreat - October 26, 2004
<u>SUBJECT/PROPOSAL/REQUEST:</u> Review Strategic Plan quarterly progress report	<u>ACTION:</u> <u>INFORMATION:</u>
<u>STAFF CONTACT(S):</u> Messrs. Tucker, Foley, Ms. White, Ms. Allshouse.	<u>CONSENT AGENDA:</u>
<u>LEGAL REVIEW:</u>	<u>ACTION:</u> <u>INFORMATION:</u> X
	<u>ATTACHMENTS:</u> Yes
	<u>REVIEWED BY:</u>

BACKGROUND:

The Board identified the County's Vision, Mission, and Goal Statements in 2002. Staff developed a framework and timetable, targeted priorities, and incorporated changes suggested by the Board at their October 2002 and January 2003 strategic planning work sessions. At their September 2003 strategic planning retreat, the Board added a goal to the County's strategic plan regarding the County's growth and urbanization. In April 2004, the Board approved the addition of four Life Long Learning Goals, for a total of 12 goals. Twenty four strategic initiatives were funded in the FY 04/05 budget and are included in the County's FY 04/05 Business Plan.

The Board receives Strategic Plan progress reports on a quarterly basis.

STRATEGIC PLAN:

July 2004 – September 2004 Quarterly Report

DISCUSSION:

The Board's strategic plan continues to provide focus for the County. During the past quarter, July 2004 through September 04, the following activities took place:

1. Environmental Scan: To provide information and data for the Board's consideration at the October 26 Strategic Planning Retreat, the following three items/activities have been completed during this quarter:
2. 2004 Citizen Survey: UVA 's Center for Survey Research (CSR) completed the County's 2004 Citizen Survey. CSR submitted their findings to the Board of Supervisors at the October 6, 2004 meeting.
3. Community Profile: The Office of Management and Budget updated the data included in the 2003 Community Profile.

SWOT (Strengths, Weaknesses, Opportunities and Threats) exercises completed: 30 County staff persons and the County's Leadership Council identified emerging challenges facing the County from their perspectives.

Life Long Learning Goals: A team consisting of 13 community members, and school and local government employees have begun their work on the development and implementation of Action Plans related to the County's four life long learning goals. Their first meeting was held in September.

Growth and Urbanization Goal: The Urbanization Policy Coordination Team presented an overview of urban infrastructure needs to the Board on September 8th and on October 13th. At the Strategic Planning Retreat, the Board will be asked to provide direction regarding the level of urban infrastructure services desired in the County's urbanizing areas and the acceptable funding approaches that staff should consider.

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Development of "Outcome" Performance Measures: A staff team is developing an outcome measurement system to identify base line data and establish a County-wide Balanced Score Card Outcome reporting system for the strategic plan. A report outlining this team's progress is included in the Board of Supervisors' Strategic Plan Retreat notebook.

Long Range Financial Planning/Strategic Budgeting: Davenport and Company, LLC, the County's consultants developed the 5 year Financial Forecasting Model and provided information on the model's benefits at the Board's meeting on October 13. This model will assist the County in its long range planning and budgeting efforts. The model will be further discussed at the Board's Strategic Planning Retreat.

Business Plan Quarterly Report: Staff prepared the first quarter report on the County's Business Plan to give the Board information on the progress of ongoing and newly funded strategic initiatives. This report will be available to Board members at the Strategic Planning Retreat.

Progress on Priority Objectives: Staff members continue their efforts to achieve the Plan of Action's priority objectives by the slated timelines. Attached for your review is the quarterly Priority Objectives progress report, for the time period of July 2004 through September 2004.

Board Retreat: At the October 26, 2004 Retreat, the Board will review the County's progress and new data, and will make any desired adjustments to the last year of the FY 03/04 – FY 05/06 Plan of Action. At the Board's retreat in the fall of 2005, the Board will begin the County's process for the development of a new strategic plan.

RECOMMENDATIONS:

Staff recommends the Board review this quarterly strategic plan progress report, as well as the other information provided to the Board in conjunction with the Strategic Planning Retreat, and continue to provide direction to the County's Strategic Plan.

