

# CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS

## Study Session Worksheet

Presentation Date: 8/11/09

Time: 3:00 p.m.

Length: 15 minutes

Presentation Title: Strategic Plan Outline

Department: County Administration

Presenters: Steve Wheeler, Nancy Newton

### POLICY QUESTION

This study session addresses the Board's policy decision to adopt a process and model to develop a strategic plan for the County.

### ISSUE & BACKGROUND

During its goal setting process, the Board requested that staff develop a draft framework and process to initiate a strategic plan for the County. The following sample processes are intended as a brief discussion guide and overview for the Board to provide additional feedback on the strategic planning process.

We anticipate this is just the first of many conversations we will have with the Board as we develop a long term strategic plan for the County.

### QUESTION(S) PRESENTED FOR CONSIDERATION

1. What feedback does the Board have regarding the strategic planning process?
2. What are the next steps in plan preparation? Possible steps include:
  - Develop a RFP
  - Determine strategic planning team(s)
  - Clarify roles and responsibilities
3. What are the timelines for the process and how they connect with the Board's schedule? Staff recommends reviewing a draft RFP in September, 2009.

### OPTIONS AVAILABLE

1. The Board could determine to move forward with an RFP for a strategic planning consultant.

2. The Board could determine to an alternate means of conducting a strategic planning process.
3. The Board could take no action at this time.

### **RECOMMENDATIONS**

Staff respectfully requests that the Board authorize development of a detailed RFP for consultant services to assist the County in developing a strategic plan. The RFP draft will be presented to the Board at a September, 2009 study session for review and comment before being finalized.

### **SCHEDULE FOR STUDY SESSION**

Division Director/Head Approval \_\_\_\_\_

Department Director/Head Approval \_\_\_\_\_

County Administrator Approval SW \_\_\_\_\_

For information on this issue or copies of attachments, please contact Nancy Newton @ 503-742-5918

\*5/2007 Version