

Attachment F

Strategic Planning Subcommittee Progress Report

The Strategic Planning subcommittee held their initial meeting on Wednesday March 7, 2007 at the Hamilton County Solid Waste District offices. Committee members in attendance included Bernie Fiedeldey, Tony DiPuccio Dave Meyer and Glenn Welling. Staff included Holly Christmann and Susan Schumacher.

The members discussed the process for completion of the strategic plan, including the solicitation and incorporation of stakeholder/stockholder input, need for professional facilitation, Policy Committee involvement, and timeline for completion.

As discussed among the broader Policy Committee, solicitation of input from “stakeholders” and “stockholders” will be an important aspect of the process. The committee is recommending that this input be achieved through a questionnaire that will be broadly distributed. The objective of the questionnaire will be to gain insight to the key issues and goals that these various stake/stock holders perceive for the future of solid waste management. The same questions will be provided to members of the Policy Committee for their input as well.

The members of the subcommittee also felt that the use of other “resource people” such as former Policy Committee members would be beneficial. Staff will provide the list of stake/stock holders and is working with subcommittee members to generate the list of questions that will be provided.

The members of the subcommittee were unanimous in their opinion that the services of a professional facilitator are necessary to move the process forward and help maintain momentum. The facilitator would direct a day long initial working session to help the Policy Committee identify our Organizational Values, Key Issues, and Goals. Input from stake/stock holders would be incorporated during this phase. Once the values, issues and goals are identified, the facilitator will develop and present strategies and action plans based on our values that address the identified issues and goals. The Policy Committee will then have the opportunity to respond to the input from the facilitator as we move through the development of the plan. We envision that this will work in much the same manner as the development of the recent Solid Waste Management Plan.

Staff is working to identify the simplest process for contracting with a facilitator. Staff is also working with members of the subcommittee to identify facilitator qualifications, and a list of potential facilitators. Staff will prepare a Request for Quotes.

The role of the Policy Committee members will be to participate in a day long planning session tentatively scheduled for mid-late May where the values, issues and goals will be identified. Beyond that, members will be involved with reviewing, discussing and approving the strategies and action plans.

The timeline for completion of the strategic plan is December, 2007.