

SIX-MONTH STRATEGIC OBJECTIVES

As of June 8, 2021

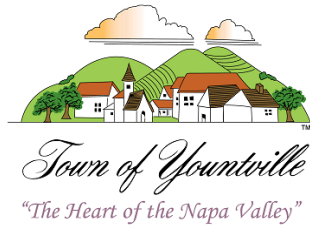
THREE-YEAR GOAL: DEVELOP AND EXECUTE SUCCESSION PLANNING FOR COUNCIL, STAFF, AND BOARDS AND COMMISSIONS						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. October 1, 2021	Each Department Head	Identify employees/positions where we can educate and develop for future promotional opportunities and report results to the Town Manager and the HR Manager				
2. Nov. 15, 2021	Human Resources Manager - lead, with input from Department Heads and Managers	Fill three positions with the most capable and qualified candidates				
3. Nov. 15, 2021	Each Department Head	Evaluate EVERY position for future planning and determine where each employee is in their career track and report the results to the Town Manager and the HR Manager.				



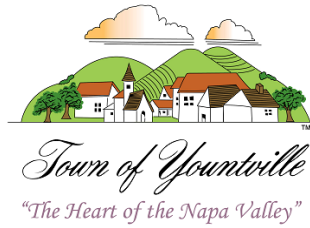
Town of Yountville

"The Heart of the Napa Valley"

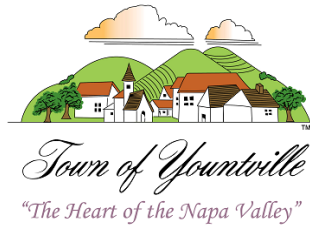
FUTURE	Human Resources Manager - lead, working with the Department Heads	Review existing policies and job descriptions for suitability for future needs. (Work within the job descriptions we already have or initiate needed change).				
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THREE-YEAR GOAL: ATTRACT, DEVELOP AND RETAIN HIGHLY QUALIFIED STAFF						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. As openings arise	HR Manager – lead, Department Heads	Evaluate and update recruitment and marketing information to reflect current candidate expectations.				
2. Nov. 15, 2021	Town Manager - lead, HR Manager, Town Attorney, Department Heads, working with bargaining units	Explore and develop a policy for telecommuting and report the results to the Town Council.				
3. Nov. 15, 2021	HR Manager, working with the IT Consultant	Evaluate technology needs for telecommuting and report the results to the Town Manager.				
4. FUTURE	Department Heads	Create telecommuting guides for all appropriate staff.				



THREE-YEAR GOAL: DEVELOP THE DISPOSITION AND FUTURE USES OF THE YES SITE						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. August 1, 2021 Subject to the school district schedule	Mayor - lead, Vice Mayor, Town Manager, working with the school district	Determine the YES site as surplus property to prepare for the sale of the property.				
2. By 180 days after property disposition	Town Manager, working with staff and Council	Work with new property owner to negotiate and execute an agreement for site development.				
3. In conjunction with objective #s 1 and 2	Town Manager, working with staff and Council, and with public input	Evaluate site conditions, prepare a site development strategy, including possible allocation of Town resources, and present to the Town Council.				



THREE-YEAR GOAL: STRENGTHEN THE RELATIONSHIP WITH CALVET						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. August 1, 2021	Mayor John Dunbar and Town Manager Steve Rogers	Prepare the agenda and schedule a meeting with Dr. Vito Imbasciani and his staff and continue relations with the Veterans Home community.				
2. At the August 3, 2021 Town Council meeting	Town Council	Consider establishing a Council-CalVet Ad Hoc committee.				
3. October 1, 2021	Town Manager Steve Rogers	Request a meeting between Town staff and CalVet staff for a meet and greet and to determine common goals.				