



STAFF REPORT

Date: June 15, 2022

To: TRPA Governing Board

From: TRPA Staff

Subject: Retreat Follow-Up

Summary and Staff Recommendation:

Working with the Governing Board retreat facilitator, Caelan McGee, staff have identified the follow-up items from the May 26, 2022, Governing Board retreat and developed responses to address each item. The items, responses, and a brief discussion of each are below. Staff recommends the Governing Board accept the recommendations with direction to implement them as outlined.

Discussion:

Staff, together with the Board Retreat facilitator, distilled the Board's discussions into the following items. In some cases, the response the Governing Board requested was articulated along with the item. In others, staff have prepared a recommended response. All include the necessary time to phase in the recommendation based on existing resources and commitments. The items that can be readily implemented are listed first. The items that require more time and resources follow. All items, except the next retreat, are scheduled to be completed in the remainder of this calendar year. Staff recommends the requested retreat on priorities be scheduled to include the new Executive Director.

1. **Initiative leads and senior leadership sponsors** – This information has been added to the Strategic Initiatives handout provided at the retreat and is attached.
2. **Order of, and time allocated for, agenda items** – An agenda review meeting occurs each month with a non-quorum of the Board (Chair, Vice Chair and two Committee Chairs) and senior staff just ahead of publication of the GB agenda for the month. As a rule, items requiring action are first on the agenda. At times, outside presenters ask for time-certain or scheduling accommodation and those requests will be considered in setting agenda order. The time allocated for each action item will be estimated and listed and include equal parts for the staff presentation and follow-up public input and Board discussion. Exceptions will be made in consultation with the Board Chair and Vice-Chair when the agenda is reviewed prior to the meeting. This will be implemented going forward.
3. **Regular initiative status reports** – Monthly reports on each of the six initiatives will be included in the agenda packet. Longer tenured Board members have experience with the kind of report we intend. These reports will be similar in format to the monthly reports provided on previous initiatives and projects like the Development Rights Strategic Initiative and the Main Street Management Plan. The monthly report will generally include status vis-à-vis the work plan or schedule for the initiative, and a forecast of upcoming committee and/or working group meetings and topics. If the initiative has a website, the link will be included to that website, which typically includes information on the initiative, past meeting packets, recorded presentations, and other information.

4. **Housing workshop** – Staff will schedule presentations and follow-up discussion on our current housing initiative at the end of the July agenda. This will replace the Regional Plan Implementation Committee item originally scheduled to be included on that committee’s agenda. Prior to the workshop, staff will provide links to the initiative website so Board members can view the recording of the 2021 presentation by Opticos Design on “missing middle housing” that was the subject of a Local Government and Housing Committee meeting, the recording of the recent presentation by Cascadia Partners on the regulatory and financial barriers to achievable housing, and all of the housing initiative materials from past meetings of the Tahoe Living Working Group, Local Government and Housing Committee, and the Governing Board.
5. **Handbook** – The previously developed Governing Board Orientation Handbook will be refreshed and expanded. Staff will work in consultation with the Vice Chair to update and expand the content to create a newly constituted Governing Board Member’s Handbook. In addition to items like the Compact, Governing Board roles and responsibilities, meeting protocols, and the Open Meeting Law Handbook, other information on the strategic planning and priority setting process, annual work plan, annual budget, committees’ and working groups’ fact sheets, and similar information will be added. The updated version of the handbook will be completed and available by the end of calendar year 2022.
6. **Enforcement and compliance workshop** – A workshop on enforcement and compliance will be included on a Board agenda by the end of 2022. The workshop will focus on the Compliance Program in the Agency’s Current Planning Division (permit inspections and compliance, responses to public complaints, watercraft enforcement activities, annual memorandum of understanding audits and reporting), and will be augmented by information about compliance related activities in other Agency divisions (e.g., the Environmental Improvement Division boat inspections program administered by the Aquatic Resources Program, best management practices installation and maintenance compliance facilitated through the Stormwater Management Program, etc.). The workshop will also touch on Research and Analysis Division enforcement related tracking and reporting information in the TRPA Annual and Quarterly Reports to the public and Governing Board, as well as the LT Info web-based Parcel Tracker (e.g., parcel level information on development rights and deed restrictions, BMP compliance, etc.).
7. **Follow-up Board retreat on priorities** – A single day or shorter retreat will be scheduled in early 2023 once the new Executive Director has been selected and is able to attend. That retreat will include a review of the existing strategic objectives (a.k.a., pillars) and strategic initiatives, and provide the Board with the opportunity to identify what new priorities and adjustments to existing priorities staff should address in preparing the FY 2023/2024 work plan and budget. In the meantime, to help the Board to be prepared for any reconsideration of priorities at that upcoming retreat, staff will plan an August (tentative) Board briefing on the updated work plan that includes the current initiatives (see # 3 above) and is the basis for the FY 2022/2023 budget and staff performance plans. The briefing will emphasize the basis for having designated the Initiative a priority under the Compact’s mission.

Contact Information:

For questions regarding this agenda item, please contact John Hester, Chief Operating Officer and Deputy Executive Director, at (775) 848-6824 or jhester@trpa.gov.

Attachment:

- A. Strategic Initiatives, Collaborators, Staff Lead, and Senior Leadership Sponsor

Attachment A

Strategic Initiatives, Collaborators, Staff Lead, and Senior Leadership Sponsor