

**Boards and Commissions FY19 Work Plans**  
**Council Review Committee Report**

Submitted by Committee Members: Pete Sheehey, James Chrobocinski and Susan O’Leary. Staff assistance provided by: Libby Carlsten, Senior Management Analyst, Community Services Department.

**Review Process**

Board and Commission (B&C) Work Plan Review Committee members Sheehey, Chrobocinski, and O’Leary plus staff member Carlsten met on March 23, 2018 to review and discuss the work plans. Specific recommendations for Section 4.0 of each work plan were provided by Julie Habiger, Public Information Officer. The boards and commission have now made the requested corrections or incorporated the appropriate changes to the work plans.

The committee members reviewed and discussed the draft work plans using the following questions:

- 1) What is the area of responsibility for each B&C?
- 2) What is each B&C doing in their area of responsibility?
- 3) How is each B&C involving the public?

**General Recommendations/Comments on FY19 Work Plans**

1. The Work Plan Review Committee members encourage all the boards and commissions to actively solicit public input and look for ways to gauge public sentiment on items in the B&C’s area of responsibility. The committee sees transparency and communication as important goals for all B&Cs and are pleased to note that all B&Cs continued to include both items under the “Communication” section of Attachment B.
2. The Committee expressed support for incorporating the PIO’s recommendations for each B&C into Section 4.0. The recommendations primarily focused on requesting more detailed information regarding each B&C’s plans for public outreach efforts and asked the B&Cs to identify the budget impact of their efforts to the extent possible.
3. The Committee members expressed support for continuing the revolving monthly B&C presentations to Council during work sessions or other Council meetings as determined by the Council Leadership team.
4. The Committee also recommended that B&C’s consider ways to conduct outreach efforts with the Los Alamos Public School system to inform students about the various board activities and projects if appropriate venues and messages could be identified.

## Work Plan Review Committee Report Presented to Council on May 1, 2018

5. The Review Committee asked various relevant boards to add the following to Section 3.0: “Liaison with the Tourism Implementation Task Force, as needed or requested.”
6. In addition, the Committee encourages the B&Cs to continue actively designating inter-board liaison assignments, when appropriate, to increase communication and coordination between all the boards and commissions.
7. Compiled information from Attachment B regarding the B&C’s reports of how their work/projects relate to Council strategic goals is provided as **Appendix A**.
8. Overall, the B&C Work Plan Review Committee feels that the FY19 Work Plans were well prepared. They want to express their gratitude for the time and effort spent by the B&Cs on the work plans.
9. The Committee decided to aim for a May 1, 2018 presentation date to Council for their report.

This report is respectfully submitted to Council by the FY18 Work Plan Review Committee: Councilors Pete Sheehey, James Chrobocinski, and Susan O’Leary.



**Appendix A:**

**Council Strategic Goals:**

<b>Economic Vitality</b>	
<u>Economic Vitality:</u>	
<ul style="list-style-type: none"> <li>• <b>Priority Area</b> – Build the local tourism economy</li> </ul>	APPB; HPAB; Library Board; LTAB; P&Z; T-Board
<ul style="list-style-type: none"> <li>• <b>Priority Area</b> – Promote vitality in our neighborhoods and downtown areas and eliminate blight in Los Alamos and White Rock as part of an overall property maintenance and beautification effort.</li> </ul>	APPB; P&Z; T-Board; ESB
<ul style="list-style-type: none"> <li>• Promote a strong and diverse economic base by encouraging new business growth.</li> </ul>	Library Board; PRB; P&Z
<ul style="list-style-type: none"> <li>• Collaborate with Los Alamos National Laboratory as the area’s #1 employer.</li> </ul>	ESB
<u>Financial Sustainability</u>	
<ul style="list-style-type: none"> <li>• Encourage the retention of existing businesses and assist in their opportunities for growth</li> </ul>	ESB; PRB; P&Z; T-Board;
<ul style="list-style-type: none"> <li>• Support spinoff business opportunities from LANL</li> </ul>	P&Z
<ul style="list-style-type: none"> <li>• Significantly improve the quantity and quality of retail business</li> </ul>	
<b>Quality of Life</b>	
<u>Housing:</u>	
<ul style="list-style-type: none"> <li>• <b>Priority Area</b> -- Support development of affordable workforce housing.</li> </ul>	P&Z
<ul style="list-style-type: none"> <li>• Promote the creation of a variety of housing options for all segments of the Los Alamos Community, including infill opportunities as appropriate.</li> </ul>	P&Z
<u>Education:</u>	
<ul style="list-style-type: none"> <li>• Support Los Alamos Public Schools’ goal of ranking among the top public schools in the nation</li> </ul>	Library Board
<ul style="list-style-type: none"> <li>• Partner with Los Alamos Public Schools and the University of New Mexico – Los Alamos; and support, as appropriate, the delivery of their educational services to community standards</li> </ul>	ESB; Library Board;
<u>Quality Cultural and Recreational Amenities:</u>	
<ul style="list-style-type: none"> <li>• <b>Priority Area</b> – Maintain and improve existing outdoor recreation and open space amenities.</li> </ul>	PRB
<ul style="list-style-type: none"> <li>• Implement a comprehensive range of recreational and cultural amenities that enhance the Los Alamos</li> </ul>	APPB; Library Board; HPAB;

community	T-Board; PRB
<u>Environmental Stewardship:</u>	
<ul style="list-style-type: none"> <li>Enhance environmental quality and sustainability balancing costs and benefits including County services and utilities</li> </ul>	ESB; PRB; T-Board;
<u>Mobility:</u>	
<ul style="list-style-type: none"> <li>Maintain and improve transportation and mobility</li> </ul>	PRB; T-Board;
<b>Quality Governance</b>	
<u>Operational Excellence:</u>	
<ul style="list-style-type: none"> <li><b>Priority Area</b> – Continue implementation of the Comprehensive Plan with an emphasis on neighborhoods.</li> </ul>	P&Z
<ul style="list-style-type: none"> <li><b>Priority Area</b> – Maintain and improve existing quality essential services and supporting infrastructure including updated enterprise software and permitting.</li> </ul>	APPB; HPAB; T-Board; ESB; Library Board; Personnel Board;
<ul style="list-style-type: none"> <li>Invest in staff development to create a high performing organization</li> </ul>	Personnel Board; ESB; Library Board;
<ul style="list-style-type: none"> <li>Manage commercial growth well following an updated, concise, and consistent comprehensive plan.</li> </ul>	P&Z; T-board;
<ul style="list-style-type: none"> <li>Establish and implement a mechanism for effective Utility policy setting and review.</li> </ul>	
<u>Communication:</u>	
<ul style="list-style-type: none"> <li>Improve transparency in policy setting and implementation.</li> </ul>	All B&Cs
<ul style="list-style-type: none"> <li>Create a communication process that provides measurable improvement in citizen trust in government.</li> </ul>	All B&Cs
<u>Intergovernmental Relations:</u>	
<ul style="list-style-type: none"> <li>Strengthen coordination and cooperation between County government, LANL, and the regional and national partners.</li> </ul>	
<ul style="list-style-type: none"> <li>Actively pursue land transfer opportunities.</li> </ul>	PRB

