BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA

FY 2005/06 COUNTY COMMISSION RETREAT

10:00 a.m. – 4:30 p.m.
Monday, December 12, 2005

Wakulla Springs Lodge
550 Wakulla Springs Drive
Wakulla Springs, FL

FY 2005/06 BOARD OF COUNTY COMMISSIONERS RETREAT

December 12, 2005
8:30 a.m. - 4:30 p.m.

Desired Outcome: A list of priorities for FY 2005/06.

AGENDA:

Breakfast/Refreshments ***9:30 a.m.***

I. Chairman's Opening Comments **10:00 a.m.**

Ground Rules

- Listen carefully - be open to new ideas
- Everyone participates - no one dominates
- Seek out differences of opinion – it is okay to disagree
- Honor time limits

II. Overview of Ranking Process **10:15 a.m. – 10:20 a.m.**

- Brainstorm list of ideas
- Clarification/Discussion of ideas
- Prioritization/Ranking of each Commissioners top 7 ideas
- Only ideas receiving four or more votes will be placed on Priority List.

III. Review of Prior Year Priorities **10:20 a.m. – 10:30 a.m.**

The County Administrator will provide a five year history of retreat priorities established by the Board and a Status Report of priorities completed in FY 04/05. **(Attachments #1 and #2)**. The Board may choose to add any items that remain **ongoing** to the brainstorm list to be considered for FY 05/06 priorities.

IV. Brainstorm List **10:30 a.m. – 11:30 a.m.**

The purpose of this exercise is to generate a large number of ideas in a short period of time. The County Administrator will act as facilitator and recorder. Each Commissioner will have an opportunity to identify the issues they would like to have prioritized. The guidelines are:

- All ideas are okay
- Be creative; and build on others' ideas
- Call out ideas in brief phrases (3-5 words)
- Do not discuss/debate ideas at this time

Attachment #3 is a listing of issues which Commissioners have previously identified for discussion. These items may be raised and discussed during the Brainstorming/Discussion session.

V. Clarification/Discussion 11:30 a.m. -1:00 p.m.

Clarify any idea whose meaning is unclear. Provide enough information so that the issue can be understood by all. Combine ideas which are similar. Discuss issues in more detail, where necessary.

LUNCH BREAK 1:00 p.m. - 2:00 p.m.

VI. Prioritization 2:00 p.m. – 3:30 p.m

From the Brainstorming and Discussion sessions, a list of all ideas generated will be distributed. Each Commissioner will rank his or her top seven priorities, giving a score of "7" for the highest priority and a score of "1" for the lowest. Scores for all seven Commissioners will be combined to provide for an overall ranking.

VII. Discussion and Voting on Prioritization 3:30 p.m. – 4:30 p.m.

Only those ideas with a majority vote (four or more votes) of the Board will be placed on the Board Priority list. The resulting prioritization will be discussed in greater detail and specific direction will be provided to staff. Staff will develop action plans and bring back an agenda item for Board review and approval.

VIII. Miscellaneous Items by each Commissioner 4:30 p.m.

Each Commissioner will be given an opportunity to bring up any other issues they would like to discuss but which do not need to be part of the above prioritization process.

Attachments:

#1 – Five Year History of Retreat Priorities
#2 – 04/05 Retreat Priorities and Status Updates
#3 - Listing of Commission Discussion Issues

FIVE YEAR HISTORY OF RETREAT PRIORITIES

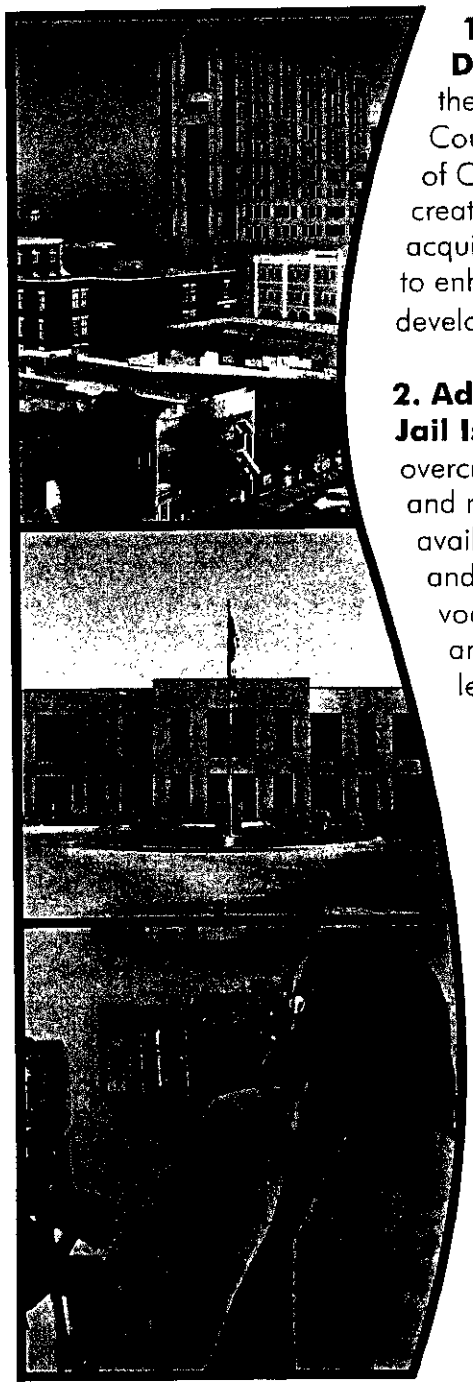
Priority	FY 00/01	FY 01/02	FY 02/03	FY 03/04	FY 04/05
#1	Senior Homestead Exemption	Stormwater Issues	Emergency Medical Services	Water Quality/ TMDL Standards	Economic Development
#2	Southern Strategy	Economic Development	Economic Development	Joint Dispatch/ Emergency Operations Center (EOC)	Leon County Jail Issues
#3	Urban Sprawl*	Jail Population Management	Consolidation City/County Government	Leon County Charter Amendment (Stormwater)	Health Care
#4	Fire Services	State Funding Cutbacks	Stormwater Regional Solutions	Protection of North Florida Water Resources	Total Maximum Daily Load (TMDL) Standards
#5	Late Night Media Program	Southern Strategy	Resolution of City/County issues (Tram Road Sprayfield, CRA, Gum	Economic Development	Joint Dispatch/ Emergency Operations Center
#6	Economic Development	Code of Ethics	Eliminate Fire MSTU	Elimination of EMS MSTU	Charter Amendment regarding Countywide stormwater
#7	Jail Overcrowding	Joint Dispatch and Emergency Operations Center	Create Youth Centers	Women's Health Center on Southside	North Florida Water Resources
#8	Densities Outside the USA*	Charter Government	Jail Population Management	Community/Teen Centers	Women's Health Center
#9	Joint Dispatch	Comprehensive Plan Reform	Southern Strategy	Funding for 90 East (Mahan Drive) to I-10	Community and Teen Centers/Programs
#10	Ethics Policy	Children's Issues	Comprehensive Plan Reform	Southern Strategy	Funding for Hwy. 90E. to I-10
#11					Southern Strategy

Attachment # 1
Page 1 of 1

Leon County
Board of County Commissioners
2004-2005 Top Priorities

County Commissioners

Bill Proctor, District 1
Jane G. Sauls, District 2
Dan Winchester, District 3
Tony Grippa, District 4
Bob Rackleff, District 5
Cliff Thaell, At-Large
Ed DePuy, At-Large



1. Enhance Economic Development - Work with the Economic Development Council and local Chambers of Commerce to address job creation, loss of state jobs, and acquisition of state buildings to enhance private sector development.

2. Address Leon County Jail Issues - Address inmate overcrowding, inmate health care and medical issues, including availability of prescription drugs and mental health issues, vocational training for inmates, and assess adequate staffing levels of correctional officers.

3. Improve Health Care - Address accessibility and affordability of health care for Leon County citizens.

"Leon County citizens can be proud of the Board's progress in enhancing services and programs to improve their quality of life. The Board has evaluated the critical issues facing our County and established priorities that will shape our community in the next year and years to come."
- Chairman Cliff Thaell

"The annual retreat provides an opportunity for commissioners to discuss and deliberate the issues that are most important to them and their constituents. County staff will continue to work diligently to achieve the Board's current and future goals."
- **Parwez Alam, County Administrator**

ONGOING PRIORITIES
ESTABLISHED 2003-04

Develop Total Maximum Daily Load (TMDL) Standards for Quality

Create Joint Dispatch Emergency Operations Center

Pursue Leon County Home Amendment to Address Countywide Stormwater Issues

Protect North Florida Water Resources

Enhance Economic Development through Recruitment and Expansion of Small Businesses

Evaluate the Need for a Women's Health Center on Southside

Enhance Community and Teen Centers/Programs

Address Funding for 10 East (Mahan Drive) to I-10

Enhance Southern Strategy

Status Report
2005 Administrative Issues
December 2005

Administrative Issue	Proposed Action To Be Taken	Staff Assigned	Current Status
1) Board Meetings/Protocols • Starting meetings earlier (3:00 pm), start workshops earlier • Limitation of speaking times (Commissioners and public) • Time limits on items		Andrea Simpson	**Done.** Board considered an agenda item on January 11, 2005 and amended Board meeting time and workshop schedule.
2) Resolving issue of who builds sidewalks on County Roads • Mayor/chair meeting		Herb Thiele/ Andrea Simpson	**Done.** Memo Sent to Board on February 28, 2005 regarding City process and procedures for installation of sidewalks within the City.
3) Workshop on Rotation System for Chair and Vice Chair • Return to system and stick to it • Protocols/oversight of Commission Aides, • Conflicts of interest		Herb Thiele/ Andrea Simpson	**Done.** Board considered an agenda item on January 25, 2005 and did not change current Chair/Vice Chair appointment process. Regarding Commissioner Aides issues: Board considered an agenda item on January 11, 2005 to not agenda this workshop item.

Action Plans
2005 Board Retreat Priorities
December 2005

Priority Issue # 1 **Project Title: Economic Development**

Department Head: Vincent Long
Project Leader: Ben Pingree

Task	Activity	Assigned To	Estimated Completion Date	Status
• Maintain focus on recruitment and expansion of small businesses and job creation.	Coordinate task with the Economic Development Council (EDC) by using existing programs such as the Enterprise Zone and Targeted Business Pilot Program.	Ben Pingree	January 2006	**Ongoing**. Preparation of FY 05/06 contract with EDC to include performance objectives for small business recruitment and expansion.
• Work with EDC and Chamber of Commerce toward attracting new businesses, creating new jobs and protecting state workers in Leon County.	- Evaluate the progress of the EDC in attracting new businesses to Leon County, in accordance with their FY 04/05 "performance-based" contract. - oppose legislation during the 2005 session that would reduce state employees.	Ben Pingree	January 2006	**Ongoing**. Preparation of FY 05/06 contract with EDC to include performance objectives for business development and job creation. **Done.** 2005 end of session report approved by BOCC on September 13, 2005. Will monitor legislation during 2005 regular legislative session.
• Coordinate the acquisition and further development of state buildings to enhance private sector development	Work with the EDC, City, State DMS, and Legislative Delegation toward the acquisition and positive redevelopment of targeted downtown buildings.	Vincent Long/ Ben Pingree	September 2005	**Done.** 2005 end of session report approved by BOCC on September 13, 2005.

Action Plans
2005 Board Retreat Priorities
December 2005

Priority Issue # 1 **Project Title: Economic Development**

Department Head: Vincent Long
Project Leader: Ben Pingree

Task	Activity	Assigned To	Estimated Completion Date	Status
• Recommend Improvements to connection from Airport to I-10 and Downtown	- Review findings of the Airport Gateway Corridor Advisory Committee. - Continue to work with Blueprint 2000 toward the corridor's development. - Continue lobbying efforts for state & federal funding for Capital Circle NW/SW.	Ben Pingree	September 2005	**Done.** Final response of Airport Gateway Corridor Advisory Committee accepted by BOCC on September 13, 2005.
• Work with EDC, Innovation Park and other community partners toward development of a business incubator.	- Investigate opportunities to create a viable business incubator within Leon County	Ben Pingree	November 2005	**Done.** Workshop on Innovation Park held November 8, 2005.

Action Plans
2005 Board Retreat Priorities
December 2005

Priority Issue # 2 **Project Title:** **Leon County Jail Issues**
Department Head: Vincent Long
Project Leader: Ken Morris

Task	Activity	Assigned To	Estimated Completion Date	Status
Evaluate jail population as well as alternative sentencing programs currently in place • Detention Review and Mental Health Coordinators • Electronic and GPS Monitoring • Drug Court • Sheriff's Work Camp • Enhanced Probation • Vocational Training	Jail Population Workshop with Sheriff - PSCC Annual Report	Andrea Simpson/Ken Morris		**Done.** May 24 & August 30, 2005
Evaluate Jail's Medical Services Contract with Prison Health Services	Meetings with Jail Administrative Staff and review of contract - Report during Jail Population Workshop with Sheriff	Andrea Simpson/Ken Morris		**Done.** August 30, 2005
Evaluate Jail's Mental Health services/protocols	Meetings with Jail Administrative Staff and Mental Health Coordinator - Report during Jail Population Workshop with Sheriff	Andrea Simpson/Ken Morris		**Done.** August 30, 2005

Action Plans
2005 Board Retreat Priorities
December 2005

Priority Issue # 2 **Project Title:** **Leon County Jail Issues**
Department Head: Vincent Long
Project Leader: Ken Morris

Task	Activity	Assigned To	Estimated Completion Date	Status
Evaluate Jail's Staffing Levels	Meetings with Jail Administrative Staff and Human Resources - Report during Jail Population Workshop with Sheriff	Andrea Simpson/Ken Morris		**Done.** May 24, 2005
Evaluate Recent Jail Deaths	Meetings with Jail Administrative Staff, review of investigative reports - Report during Jail Population Workshop with Sheriff	Andrea Simpson/Ken Morris		**Done.** August 30, 2005
Review 1999 Study by Dina Rose	Update Board on progress made on recommendations of report during Jail Population Workshop	Andrea Simpson/Ken Morris		**Done.** August 30, 2005
Determine whether Alcoholics Anonymous and Narcotics Anonymous Program are available to inmates	Meeting with Jail Administrative Staff; update to Board during Jail Population Workshop	Andrea Simpson/Ken Morris		**Done.** August 30, 2005
Review of Jail Farm Work Programs	Update the Board on other Farm Programs in the Country	Andrea Simpson/Ken Morris		**Done.** August 30, 2005
Update on Crime Rates, broken down by geographic locations within Leon County	Gathering of data from LCSO and TPD, update to Board during Jail Population Workshop	Andrea Simpson/Ken Morris		**Done.** August 30, 2005

Action Plans
2005 Board Retreat Priorities
December 2005

Priority Issue # 2 **Project Title:** **Leon County Jail Issues**
Department Head: Vincent Long
Project Leader: Ken Morris

Task	Activity	Assigned To	Estimated Completion Date	Status
Review of TPD's arrest procedures and Weed and Seed Program	Gathering of data from TPD	Ken Morris		**Done.** August 30, 2005
Prepare an agenda item for the Board requesting additional GPS monitoring units and the appropriate staffing needs in an effort to reduce the jail population.	Probation is putting together an agenda item	Gloria Daniels/Wanda Hunter	October 24, 2005	**Ongoing.**
Report on the National Association of Counties' grant for a mental health position to work with the Leon County Sheriff's Office to appropriately diagnose and place offenders in mental facilities upon arrest.	Work with Kendra Brown to find out how the County can utilize the grant dollars.	Ken Morris	November 8, 2005	**Done.** October 24, 2005 Agenda Item #12
Conduct an audit of the contract between Leon County and the Apalachee Center for Human Services.	Gather contract information from Apalachee Center	Joe Sharp	October 24, 2005	**Done.** November 22, 2005

Action Plans
2005 Board Retreat Priorities
December 2005

Priority Issue # 2 **Project Title:** **Leon County Jail Issues**
Department Head: Vincent Long
Project Leader: Ken Morris

Task	Activity	Assigned To	Estimated Completion Date	Status
Prepare an agenda item for the Board regarding the collaboration between Goodwill and Pinellas County in an effort to reduce recidivism rates by offering inmates training and job placement upon release from jail.	Gather information from Goodwill and the Pinellas County Sheriff's Office	Ken Morris	November 8, 2005	**Ongoing.**
Re-establish the Pity Committee.	Bring up for consideration at PSCC meeting	Ken Morris	September 8, 2005	**Done.** September 20, 2005
TPD "petty arrests" overcrowding the jail.	Schedule for Mayor/Chair meeting	Ken Morris	October 17, 2005	**Done.** November 9, 2005

Action Plans
2005 Board Retreat Priorities
December 2005

Priority Issue # 3 **Project Title:** **Improve Health Care Insurance – Address Accessibility, Affordability, and Cost Competition.**
Department Head: Vincent Long
Project Leader: Joe Sharp

Task	Activity	Assigned To	Estimated Completion Date	Status
Explore level of interest in consolidated group Employee Health Benefit Plan between Leon County, School Board and City of Tallahassee	Letter from Chairman to School Superintendent and Mayor	Lillian Bennett	January 2005 April 2005	Done. Letter sent to City and School Board in Jan 2005. Done. City Consultant prepared white paper on advantages and disadvantages of health care consortium. Agenda item presented to Board at August 30, 2005 meeting. Board directed staff not to pursue health care consortium at this time.
Explore Self – Insurance model	Develop RFP and Timeline for consideration of Self-Insurance model	Joe Sharp	July 2005	Done. The Board did not wish to pursue an RFP for self-insurance this year. Mercer Health Care Consultant performed analysis of the potential for establishing a self-insured health care program for Leon County Employees. Due to the success of the RPF process and no increase in premium rates for medical services, the Board directed staff not to pursue self-insured health care at this time.

Action Plans
2005 Board Retreat Priorities
December 2005

Priority Issue # 3 **Project Title:** **Improve Health Care Insurance – Address Accessibility, Affordability, and Cost Competition.**
Department Head: Vincent Long
Project Leader: Joe Sharp

Task	Activity	Assigned To	Estimated Completion Date	Status
Review of employee health insurance alternatives	Board Workshop	Lillian Bennett	February 2005 September 2005	Done. Board Workshop held on February 22, 2005. Board approved issuance of an RFP for County employee health care services and approved the selection of a healthcare consultant under state contract to review county health plan, RFP's and make recommendations on improvement. Board awarded health care contracts to United, Vista and CHP with no increase in premium rates.
Address Community Health Care Insurance Issues – (Affordability, Access, Cost, Competition)	• Establish Health Care Improvement Citizen Work Group - BOCC Agenda Item • Develop Scope of Service for RFP for Consultancy services	Joe Sharp Joe Sharp	April 2005 May 2005	Done. Agenda Item for BOCC Meeting of April 26, 2005 was not submitted. Upon meeting with BCC, project was no longer required by County Administrator. Done. Project deemed no longer required.

Action Plans
2005 Board Retreat Priorities
December 2005

Priority Issue # 3
Department Head: Vincent Long
Project Leader: Joe Sharp

Project Title: **Improve Health Care Insurance – Address Accessibility, Affordability, and Cost Competition.**

Task	Activity	Assigned To	Estimated Completion Date	Status
	• Report on Healthcare Improvement to include accessibility, affordability, cost, competition, and Self – Insurance	Joe Sharp	September 2005	Done. Project deemed no longer required.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 4 **Project Title: Water Quality/Total Maximum Daily Load Standards**

Department Head: Tony Park
Project Leader: Theresa Heiker

Task	Activity	Assigned To	Estimated Completion Date	Status
• Develop a program to measure the amount of pollutants entering water bodies and implement new regulations to comply with and enforce federal and state standards.	• Place flow monitoring and water quality sampling stations at major inflow points to waters listed as "impaired" by EPA and DEP	• Theresa Heiker	• December 2004	Complete.
	• Calibrate "rainfall to stormwater runoff" models using updated GIS (LIDAR) information	• Theresa Heiker	• June 2006	Delayed due to the need for additional GIS work.
	• Calculate pollutant loadings from runoff to determine goals for stormwater retrofit	• Theresa Heiker	• June 2006	Ongoing.
	• Establish stormwater criteria appropriate for each water body based on the sampling and modelling results, and adopt as "special development zones" by ordinance.	• John Kraynak	• June 2006	Ongoing.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 4 (Continued) **Project Title: Water Quality/Total Maximum Daily Load Standards**

Department Head: Tony Park
Project Leader: Theresa Heiker

Task	Activity	Assigned To	Estimated Completion Date	Status
• Determine financial impact and resources required to meet water quality and TMDL standards	• Develop alternative projects to meet stormwater retrofit goals and associated construction costs	• Theresa Heiker	• December 2006	Ongoing.
	• Determine in-lake restoration needed to meet water quality standards	• Theresa Heiker	• December 2006	Ongoing.
	• Develop costs associated with expanded construction inspection and stormwater facility maintenance	• Theresa Heiker/John Kraynak	• December 2006	Ongoing.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 5 **Project Title: Joint Dispatch/Emergency Operations Center**

Department Head: Parwez Alam
Project Leader: Benjamin Pingree/ Richard Smith

Task	Activity	Assigned To	Estimated Completion Date	Status
• Pursue the establishment of a Joint Leon County/City of Tallahassee Law Enforcement Dispatch and Emergency Operations Center	LCSO Commissions RCC Consultants, Inc to study feasibility of Joint Dispatch/EOC in Leon County and City of Tallahassee	LCSO –Sheriff Larry Campbell/ Richard Smith	March 2005	**Done**. Staff from LCSO and COT/TPD continued a series of meetings with the objective of revising the Scope of Work (SOW) with RCC. On March 30, 2004 RCC provided a proposal to the work group with a cost of $193,493 for the revised SOW. On April 30, 2004, LCSO staff met with the COT project team leader to discuss this proposal. COT expressed concern that the proposal did not meet the City's requirements. LCSO staff had concerns that the proposal exceeded necessary requirements for a feasibility study, was beyond the anticipated costs, and at the COT/TPD's insistence, did not include a joint Emergency Operations Center (EOC). It was determined that in light of the anticipated costs, that to proceed with this project the Board of County Commissioners, and City Commission would have to approve a separate Request for Proposal and provide additional funding. In May 2004, LCSO determined to proceed with the original contract with RCC for this project. Report was submitted to the Board during a March 22, 2005 workshop.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 5 **Project Title: Joint Dispatch/Emergency Operations Center**

Department Head: Parwez Alam
Project Leader: Ben Pingree/ Richard Smith

Task	Activity	Assigned To	Estimated Completion Date	Status
	Schedule Joint City/County Workshop to discuss proposed action plan of work group and provide directions on implementation of Joint Dispatch/ECO	Benjamin Pingree	December 2005	**Ongoing.** Workshop on this issue was held on March 22, 2005. At this time Commissioners DePuy and Lightsey are working on this issue, with assistance of LCSO, with report to Commission expected this December.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 6 **Project Title: Leon County Charter Amendment for Joint City/County Stormwater Program**

Department Head: Vincent Long/ Tony Park/Gary Johnson
Project Leader: Vincent Long

Task	Activity	Assigned To	Estimated Completion Date	Status
• Explore amending the Leon County Charter address countywide storm water issues.	Follow the direction of the Commission Liaison or the Board.	Gary Johnson/Tony Park	Ongoing	At the February 10, 2004 BCC meeting, Commissioner Thaell was designated the Commission Liaison. Staff will address any areas upon receiving direction from the Commission Liaison or the Board. **See the following two issues also.**
	Draft proposed ordinance(s)	Vince Long/County Atty.	Spring 2006	
	Prepare agenda items / public hearings on ordinance(s) and for BCC authorization to propose charter amendments by ordinance for Nov. 2006 ballot.	Vince Long/County Atty.	June 2005	CAO along with the City Attorney developed an Interlocal Agreement to create a Watershed Protection Plan. The Board approved in concept in November 2004. **See above.**
	Draft charter amendment(s) (if approved by BCC)	Vince Long/County Atty.	**Concurrent to above**	**See above.**
		Vince Long	By statutory deadline	
	Submit to Supervisor of Elections Office	Vince Long	By statutory deadline	

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 7 **Project Title: Protection of North Florida Water Resources**

Department Head: Vincent Long/Gary Johnson
Project Leader: Ben Pingree/John Kraynak

Task	Activity	Assigned To	Estimated Completion Date	Status
• Conduct workshop early on in 2004 to discuss this issue.	Conduct workshop with Wakulla County Commission	Gary Johnson/ John Kraynak	December 4, 2003	**Done.** Workshop was conducted on December 4, 2003 entitled "Leon County/Wakulla County Commissions Joint Workshop on Water Quality and Wakulla County Comprehensive Plan Amendment (N.G. Wade Development) Issues." Workshop Ratified on February 25, 2004.
• Pursue feasibility of Implementing a Joint Leon County/Wakulla County Water Bottling Facility	Prepare an agenda item.	Gary Johnson/John Kraynak	Ongoing.	**Ongoing.** Staff will prepare an agenda item to request an RFP to hire a consultant to evaluate the feasibility to have a Water Bottling Facility between Leon County and Wakulla County. This agenda item will be apart of the Permit Process Improvement Workshop with the BOCC.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 7 (Continued) **Project Title: Protection of North Florida Water Resources**

Department Head: Vincent Long/Gary Johnson
Project Leader: Ben Pingree/John Kraynak

Task	Activity	Assigned To	Estimated Completion Date	Status
• Monitor efforts to amend Florida's Water Resource Policy that allows for regional water transfers.	• Adopt resolution opposing changes to the state's Water Resource Policy. • Monitor legislation changing this policy.	Ben Pingree	October 14, 2003 July 1, 2004	**Done.** Resolution adopted on October 14, 2003. **Done.** Final Report on 2004 Legislative session presented on July 27, 2004.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 8 **Project Title: Southside Women's Health Center**

Department Head: Vincent Long
Project Leader: Joe Sharp

Task	Activity	Assigned To	Estimated Completion Date	Status
• Request evaluation by Primary Health Care Council of the need for a Women's Health Services at Bond Community Health Clinic.	Acquaint Primary Healthcare Implementation Advisory Board (PHAB) Chair with project.	Joe Sharp	February 27, 2004	**Done.** Chair is considering appointment of Women's Clinic Study Sub-Committee at next meeting of Primary Healthcare Implementation Advisory Board. PHAB SubCommittee not appointed per Lillian Bennett in May 2004.
• Develop Scope of Service for Needs Assessment of Women's Health Services RFP	Work with various parties to develop Scope of Service portion of RFP	Kandy Hill, J. R. Richards, Dr. Temple Robinson, Art Cooper and Joe Sharp	March 1-April 30	**Done.** March through April 30, 2004
• Site Reviews to Syracuse and Memphis Women's Care Organization.	Develop Matrix for review and evaluation of sites visited and preparation of report.	Review Team: Commissioner Proctor, Lillian Bennett, J. R. Richards, Dr. Temple Robinson, Dr. Jeffers and Joe Sharp	Site visit: March 7 through 13 Site Visit Report: March 30	**Done.** March 7 – 13, 2004 Site Visit Report completed March 30, 2004
• Develop Scope of Service	With data from site visits, develop and review Scope of Service for evaluation of Women's Health Services at Bond.	Scope of Services	April 30 – May 30	**Done.** Completed May 30, 2004

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 8 (continued) **Project Title: Southside Women's Health Center**

Department Head: Vincent Long
Project Leader: Joe Sharp

Task	Activity	Assigned To	Estimated Completion Date	Status
Agenda Item for BOCC for RFP evaluation of Women's Health Services	Develop RFP for evaluation of need for Women's Health Services	Joe Sharp	May 30	**Done.** May 30, 2004
BOCC Approval of RFP	Agenda Item	Joe Sharp	June 8	**Done.** June 8, 2004
Issue RFP	Distribute RFP	Keith Roberts	June 12	**Done.** June 8, 2004
RFP Evaluation Committee	Develop Evaluation Committee	Joe Sharp	June 9	**Done.** June 15, 2004
Select RFP Respondent	Evaluate respondents to RFP	Joe Sharp	July 13	**Done.** July 19, 2004
Board Approval	Agenda Item for Board Approval	Joe Sharp	July 27	**Done.** July 27, 2004
Women's Health Services (WHS) Evaluation Contract	Contract Award to MGT of America, Inc.	Joe Sharp	July 28	**Done.** July 28, 2004
Letter to Commence WHS Evaluation Study and establish estimated Delivery Date	MGT of America, Inc. Dr. Fred Seamon, WHS Study Director Target Delivery Date of November 30, 2004 Established	Joe Sharp	July 30	**Done.** July 30, 2004
Conduct Needs Assessment	Oversee Performance of RFP: Periodic Meetings and/or telephone contacts	Joe Sharp	November 30, 2004	**Done.** January 7, 2005

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 8 (continued) **Project Title: Southside Women's Health Center**

Department Head: Vincent Long
Project Leader: Joe Sharp

Task	Activity	Assigned To	Estimated Completion Date	Status
Delivery of Final Report to Board of County Commissioners and Primary Healthcare Implementation Advisory Committee Members	MGT of American, Inc.	Dr. Fred Seamon, MGT Delivery to BOCC and PHAB Members by Staff	January 7, 2005	**Done.** MGT Evaluation of the need for Women's Health Services at Bond delivered to BOCC and Primary Healthcare Advisory Board Members.
Presentation of MGT Report to Primary Healthcare Implementation Advisory Board	Presentation of MGT Report to Primary Healthcare Implementation Advisory Board	Dr. Fred Seamon	January 13, 2005	**Done.** PHAB created Sub-Committee to "cost out" the Comprehensive Model
Negotiate and contract with MGT Contract to Cost Out Comprehensive Model	Contract and Cost out Healthcare Model	Dr. Fred Seamon Joe Sharp	February 2005	**Done.** Comprehensive Model with cost projections presented to PHAB March 1, 2005
PHAB invitation to Bond to present budgeted proposal	Assist Bond with preparations for proposal	Joe Sharp	March 23, 2005	**Done.** Bond will make proposal to BOCC during April 12, 2005 Workshop.
Women's Health Services Workshop	Preparation of Workshop Materials	Joe Sharp Vince Long	April 7, 2005	**Done.** Workshop held on April 12, 2005. Motion passed to reduce MSTU Millage to .12 for FY 05/06 and PHAB Board to make recommendation on $1,000,000.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 8 (continued) **Project Title: Southside Women's Health Center**

Department Head: Vincent Long
Project Leader: Joe Sharp

Task	Activity	Assigned To	Estimated Completion Date	
PHAB Board Meeting to review, analyze and provide BOCC recommendation on $1,000,0000	Oversee preparation of PHAB Recommendations to BOCC	Joe Sharp	June 2005 – August 2005	**Done: Series of Meeting with CareNet Consortium and PHIAB to develop PHIAB recommendations to BOCC.**
Presentation of Recommendation to BOCC	Draft agenda item and supporting documentation	Joe Sharp	September 13, 2005	**Done. Agenda Item presented to BOCC – September 13, 2005 – Contract approved.**
Presentation of Contract for Women's Health Services to BOCC	Develop and Negotiate contract with Bond CHC for Women's and Children's Health Services	Joe Sharp	September 20, 2005	**Done. September 20, 2005 – Agenda Item to BOCC; approved**
Secure Signed three year Agreement with Bond CHC for Women and Children's Health Services	Develop reporting and audit procedures and secure agreement	Joe Sharp	September 21, 2005	**Done. Contracts executed by all parties September 21, 2005.**

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 9 **Project Title: Enhancement of Community and Teen Centers**

Department Head: Tony Park/ Kim Dressel
Project Leader: Director of Parks & Recreation/Tom Brantley

Task	Activity	Assigned To	Estimated Completion Date	Status
• Pursue purchase or extension of lease with Leon County School Board for the Ft. Braden Community Center	Preparation of a proposed agenda for a joint meeting between the Board, City Commission and School Board. The Planning Department is coordinating this joint meeting.	Management Services	July 2006	Ongoing. The joint meeting occurred on June 29, 2004. Since the meeting staff has met with School Board staff to discuss the purchase or extension of the lease for the Ft. Braden Community Center. Follow up correspondence has been sent by the County Administrator to the Superintendent that exercises our option to extend the lease until March, 2008 to allow this matter to be resolved. The Superintendent has expressed a desire to address all foreseeable facilities issues with the County in a comprehensive manner, rather than dealing with them separately. At the Sept. 20, 2005 Board workshop, the Board voted to put $175,000 toward the purchase of this property.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 9 (Continued) **Project Title: Enhancement of Community and Teen Centers**
Department Head: Tony Park/ Kim Dressel
Project Leader: Director of Parks & Recreation/Tom Brantley

Task	Activity	Assigned To	Estimated Completion Date	Status
• Explore the use of school facilities for after hour youth programs.	• Review current usage agreements • Contact Ricky Bell, Leon County Schools Extracurricular Activities Coordinator, to discuss existing programs and merging of new programs. • Inventory current school activities	Parks & Recreation	March 2004 September 2005	Done. Done. Pat Plocek met with Ricky Bell on Sept. 15, 2005 to follow-up on this issue which was begun under Paul Cozzie's tenure. The need for more after school programs and activities was discussed at the June 29, 2004 Joint City/County/ School Board meeting. Information was requested on the results of a School Board study on the impacts of zero tolerance and the presence of law enforcement resource officers at schools.
	• Determine feasibility of offering after school programs through County or School Board • Prepare report to Board outlining opportunities and constraints for expanded after school youth programming			Per the meeting on 9/15/05, it is up to individual principals to determine feasibility and need for after hour programs.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 9 (Continued) **Project Title: Enhancement of Community and Teen Centers**

Department Head: Tony Park/ Kim Dressel
Project Leader: Director of Parks & Recreation/Tom Brantley

Task	Activity	Assigned To	Estimated Completion Date	Status
• Evaluate the feasibility of an after school dinner program for low income youth.	• Contact elementary and middle schools to assess current programs • Inventory current after school programs • Determine willingness of schools to participate in after school dinner programs • Assess facility needs • Assess statutory requirements for food service providers & staff • Investigate possible funding sources (federal and state grants) • Prepare budget proposal and final report for submittal to the Board	Parks & Recreation	September 2005	During the Joint City/County/School Board workshop on June 29, 2004, it was suggested that the City's federal lobbyist could explore grant opportunities for partnerships with local government branches for an after school dinner program for certain areas of the community. Again, per the meeting on 9/15/05 between Pat Plocek and Ricky Bell, it is up to individual principals to determine feasibility and need for such programs.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 10 **Project Title: Alternative Funding Options for 90 East (Mahan Drive) to I-10**

Department Head: Tony Park
Project Leader: Tony Park

Task	Activity	Assigned To	Estimated Completion Date	Status
• Submit Project Fact Sheets for Federal Discretionary Program Solicitation	Prepare Fact Sheet and Submit to Mr. Bryant Paulk, FDOT, District 3	Tony Park, P.E.	December 31, 2003	Submitted December 31, 2003 Re-submitted on December 9, 2004 for the 2004 application cycle Re-submitted again for the 2005 application cycle.
• Fact Sheets Forwarded to FHWA by January 15, 2004	FDOT Central Office Review and Forwarding to FHWA by 1/15/04	FDOT	January 15, 2004	Submitted January 15, 2004
• Await Notice of Eligibility for Funding from FHWA & FDOT	Call FDOT to See When FHWA Might Determine Eligibility	Tony Park, P.E.	March 1, 2004	Staff is still waiting on a response from FDOT on the 2004 application resulting in other tasks being pending
• If Eligibility is Granted to Leon County	Prepare Additional Activity Steps in Accordance With the FHWA Requirements and Deadlines	Tony Park, P.E.	Pending	Pending

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue # 10 (Continued) **Project Title: Alternative Funding Options for 90 East (Mahan Drive) to I-10**

Department Head: Tony Park
Project Leader: Tony Park

Task	Activity	Assigned To	Estimated Completion Date	Status
• Complete and Submit Formal Application	Complete all Information Necessary as Outlined by the FHWA and submit prior to deadline	Tony Park, P.E.	Pending	Pending
• Other Alternative Sources of Funding	Grant Submittals Private Participation	Tony Park, P.E.	Unknown	Ongoing
• Identify as a part of the Strategic Intermodal System (SIS)	Request FDOT to consider designation	Tony Park, P.E.	June 2006	Ongoing. The request is currently being evaluated by FDOT.
• Advance funded design update	Requested by FDOT	Tony Park, P.E.	March 2007	Ongoing. The consultant has begun the design update.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue #11 **Project Title: Southern Strategy**

Department Head: Vincent Long
Project Leader: Wayne Tedder

Task:	Activity:	Assigned To:	Estimated Completion Date:	Status:
Involve the private sector in further developing the Southern Strategy to address housing, schools and transportation.	Providence Neighborhood Plan	John Baker	Plan is completed.	**Ongoing**. Implementation of Plan is ongoing. Two additional single-family residential lots were purchased in September 2005 and donated to Tallahassee Lenders' Consortium for the construction of affordable housing. Also, in September 2005, the Tallahassee CRA allocated $375K for the construction of the proposed Providence Neighborhood Center. Entrance signs for the neighborhood was installed on October 2005.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue #11 (Continued) **Project Title: Southern Strategy**

Department Head: Vincent Long
Project Leader: Wayne Tedder

Task:	Activity:	Assigned To:	Estimated Completion Date:	Status:
	Apalachee Ridge Neighborhood Plan	John Baker	Plan is completed.	**Ongoing.** Implementation of Plan is ongoing. Construction of the Tartary Drive stormwater pond began in 2004 and is scheduled to be completed in late 2005. Widening of Orange Avenue has commenced and is scheduled to be completed in 2007.
	South Monroe Sector Plan	Darrin Taylor	Plan is completed.	**Ongoing.** Implementation of Plan is ongoing. The City Public Works Department is moving forward with gateway improvements to South Adams Street from Orange Avenue to Jennings Street.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue #11 (Continued) **Project Title: Southern Strategy**

Department Head: Vincent Long
Project Leader: Wayne Tedder

Task:	Activity:	Assigned To:	Estimated Completion Date:	Status:
	Oak Ridge Sector Plan	Dan Lucas/ Jean Gregory	Plan is completed.	**Completed.** Plan adopted by BCC on 9-20-05. City Commission accepted the plan on 9-28-05. Comp Plan Amendments (2006-1) have been filed to revise the FLUM map to designate two neighborhoods within the sector plan as Residential Preservation areas.
	Fairgrounds study	Andrea Simpson/ Wayne Tedder	May 2005	**Ongoing.** Consultant's work is complete. Staff is in the process of working with Fairgrounds Board to establish parameters for site relocation. Staff continues to identify and analyze possible relocation sites.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue #11 (Continued) **Project Title: Southern Strategy**

Department Head: Vincent Long
Project Leader: Wayne Tedder

Task:	Activity:	Assigned To:	Estimated Completion Date:	Status:
	Capital Cascades Sector Plan	Kristen Andersen	**Completed.**	**Completed.** Accepted by BCC on 9-20-05. Accepted by City Commission on 9-28-05.
	SSA Economic Development Plan	Edward Young/ Dan Lucas/ Russell Snyder	**Completed.**	**Completed.**
	State of the Southern Strategy Update	Wayne Tedder/Dan Lucas	**Completed.**	**Completed.** Staff completed their update and distributed a copy to the BCC on January 25, 2005 and the City on January 26, 2005.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue #11 (Continued) **Project Title: Southern Strategy**

Department Head: Vincent Long
Project Leader: Wayne Tedder

Task:	Activity:	Assigned To:	Estimated Completion Date:	Status:
Conduct workshop on Southern Strategy to discuss these issues.	Conduct workshop on Southern Strategy	Wayne Tedder/Dan Lucas	Workshop was completed.	**Completed.** A status report on the Southern Strategy Initiatives was submitted to the Board on April 20, 2004. Staff completed the "State of the Southern Strategy Update" and distributed a copy to the Board on January 26, 2005.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue #11 (Continued) **Project Title: Southern Strategy**

Department Head: Vincent Long
Project Leader: Wayne Tedder

Task:	Activity:	Assigned To:	Estimated Completion Date:	Status:
	Lake Bradford Sector Plan	Darrin Taylor/ Steve Hodges	Plan was completed and approved in February 2005.	**Ongoing.** Implementation of the Plan has begun. Leon County Public Works is moving forward with improvements to Lakeview Drive. Staff was able to secure grant funding to purchase environmentally sensitive areas.
	W. Pensacola Street Sector Plan	Darrin Taylor	December 2005	**Ongoing**. The sector plan is presently under review by the City and County Commissions.

Action Plan Update
2005 Board Retreat Priorities
December 2005

Priority Issue #11 (Continued) **Project Title: Southern Strategy**

Department Head: Vincent Long
Project Leader: Wayne Tedder

Task:	Activity:	Assigned To:	Estimated Completion Date:	Status:
	Joint Meeting between Leon County School Board, Board of County Commissioners and City Commission.	Jean Gregory/ Dan Lucas	September 2006	**Completed**. A meeting was held on 10/19/05. Staff is currently working on scheduling additional meetings in order to update the Interlocal Agreement by September 2006.
Explore the impact FSU and FAMU Master Plans will have on Southside neighborhoods.	Monitor the development of FSU Master Plan.	Darrin Taylor	Completed.	**Completed.**
	Monitor the development of FAMU Master Plan.	Darrin Taylor	January 2006	**Ongoing**. FAMU has submitted their revised master plan for review. The review completion date is January 20, 2006. FAMU has also requested an extension to the existing development agreement which is due to expire at the end of 2005.

FY 2005/06

Listing of Commission Discussion Issues

(Please note: These items may be raised and discussed during the Brainstorming and Discussion session)

Chairman Proctor

1. Wesson School
2. Uninsured Healthcare – ½ cent sales tax
3. Gadsden County Hospital Closing
4. Sister County Agreement with Prince Georges County, MD
5. Economic Development Corporation/Small Business Enterprise
6. Regionalism – Chamber of Commerce and Tourist Development Council

Commissioner DePuy

1. Leon County "Work Farm" or "Work Release Center" Concept

Commissioner Thaell

1. Strategies to promote solar power usage in Leon County
2. Solar Power Pilot Project for Leon County Facilities
3. Development of a comprehensive Air Quality Protection Strategy for Leon County
4. Injury Prevention Program

Commissioner Grippa

1. Pursuit of a Charter Amendment to consolidate law enforcement

Commissioner Rackleff

1. The primary health care program advocated by TEAM
2. A broad discussion about a new 1/2-cent sales tax for possible uses for health care, performing arts center, and financial support for FSU
3. A county-wide lake protection program that does not pick winners (Jackson) and losers (Upper Lafayette).

Commissioner Sauls

1. Woodville Library
2. Code Enforcement

Commissioner Winchester

1. Accelerated Funding Plan For Harbinwood Estates Sewer