

Addition to Exhibit A – Amendment No. 1 to Contract PESN3942 Erin Noel contract

PHASE 2: PRESENTATION OF EVALUATION; WORK WITH CDA TO DEVELOP POLICY SOLUTIONS

Time Period	Tasks	Approx. Hrs/wk
July 1-15	Research and Refinement of Report Presentation: Working draft of report will be complete 6/30. Preparation for presentation of the report to departments involves additional research and design of presentation, including research into other jurisdictions programs/best practices.	20 (40 total)
July 16-30	Present Evaluation Findings: Meet with departments and Supervisors to share results and suggested areas of change; get feedback re: where change may be desirable.	10 (20 total)
Aug. 1-15	Pause and additional policy research: Allow for a pause, if needed, in work directly with staff while departments/CDA/CEO digests list of recommended changes, determine where policy change will be sought. Continue research other jurisdictions/best practices; continue working with staff if no pause is necessary.	10 (20 total)*
August 15-Sept.15	Policy/process development: Work with CDA/Departments and partners on focus areas selected by Nevada County develop policies that will address public concerns and GP/regulatory needs. Additional policy research will be conducted. Solutions will come from departments, with review and research based suggestions from Erin Noel including feedback based on public concerns from 70 interviews. Other community partners may be consulted.	15 (60 total)
	Implementation Design: Collaborate with departments to determine the mechanisms needed to implement. —Review other models —Assess/address data gaps; e.g., is there baseline data on current methods to which changes are compared? —ID legal issues to be resolved with County Counsel. —Assess whether proposed policy change includes recommending possible legislative action (i.e., changes to ordinances). —Assess whether any departments implicated beyond CDA (e.g., tax assessor, IT). —Is additional funding needed? —Assess need for additional internal programs/staffing to implement recommendations.	
Sept 16-October 15	Implementation: Collaborate with departments to ensure that policy changes respond effectively to evaluation issues, by: —working with staff to design and implement changes to existing policy and procedures. —collaborate with staff to make long term plan for continued implementation success where recommended change is ongoing —Identify and troubleshoot problems —Design evaluation and feedback tools for making ongoing revisions to the program. —Assessing whether changes meet needs expressed by public.	10 (40 total)
TOTAL: 3.5 months		TOTAL HOURS: 180
TOTAL COST		\$27,000

* The need for a “pause” will be evaluated following presentation to departmental staff