



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: A 26-013

January 13, 2026

Introduced: 12/29/2025

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

Approve and authorize the Contracts & Purchasing Officer or designee to execute Amendment No. 6 to Agreement No. A-16238 with Raimi + Associates, Inc. for the provision to plan, coordinate and manage the development a five-year Strategic Plan for the Environmental Health Bureau, adding \$67,671 for a revised total Agreement amount of \$271,086 and revising the existing term of April 25, 2023 through March 31, 2026 to April 25, 2023 through June 30, 2026.

RECOMMENDATION:

It is recommended that the County of Monterey Board of Supervisors:
Approve and authorize the Contracts & Purchasing Officer or designee to execute Amendment No. 6 to Agreement No. A-16238 with Raimi + Associates, Inc. for the provision to plan, coordinate and manage the development a five-year Strategic Plan for the Environmental Health Bureau, adding \$67,671 for a revised total Agreement amount of \$271,086 and revising the existing term of April 25, 2023 through March 31, 2026 to April 25, 2023 through June 30, 2026.

SUMMARY:

In 2024, the County of Monterey Health Department updated its five-year Strategic Plan, establishing four key priority areas. Raimi + Associates supported this effort by developing the plan, which now guides departmental initiatives and tracks progress toward strategic goals. To align with this framework, the Environmental Health Bureau proposes developing its own bureau-specific strategic plan using the same consultant to ensure consistency in methodology, performance measures, and outcomes. Accordingly, the Department seeks to amend the existing agreement with Raimi + Associates to cover both the costs of, and time required to complete, the necessary work.

DISCUSSION:

Environmental Health Bureau (EHB) will work with Raimi + Associates, Inc. to develop a Strategic Plan. This engagement will begin with a project kickoff and include ongoing project management throughout the planning process. Activities will include preparation of agendas and action notes for the kickoff and up to five coordination meetings. The project team will plan and facilitate four virtual Strategic Planning Team (SPT) meetings with EHB leadership, medical advisors, and select supervisors representing all workgroups, supported by clear agendas, meeting materials, and documented action items.

The planning process will be informed by both external and internal stakeholder input. A rapid environmental scan will be conducted through document review and up to four virtual interviews with key external leaders, resulting in a synthesis of major themes and SWOT findings. Internal perspectives will be gathered through a virtual meeting with representatives from all seven EHB

workgroups, guided by draft goals, strategies, and implementation roles. The project will culminate in the development, refinement, and delivery of a comprehensive EHB Strategic Plan, presented as a 10-15-page document with appendices. This effort will provide a structured approach for supporting continuous program improvement across all Environmental Health Bureau divisions.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

The Offices of the County Counsel and the Auditor-Controller have reviewed and approved this Agreement as to legal form and fiscal provisions, respectively.

FINANCING:

Appropriations for this agreement are included in the Health Department's Fiscal Year (FY) 2025-26 Adopted Budgets for the Administration and Environmental Health Bureaus (001-4000-8438-HEA014 and 001-4000-8117-HEA005 respectively).

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

Creating an Environmental Health Bureau Strategic Plan supports Sustainable Infrastructure for the Present and Future by aligning programs, staffing, and resources to proactively maintain safe water, food systems, housing, and waste infrastructure that protect public health over the long term. It also advances a Diverse and Thriving Economy by ensuring consistent, transparent environmental health services that support local businesses, enable responsible development, and foster healthy communities where residents and employers can thrive.

Mark a check next to the related Board of Supervisors Strategic Plan Goals:

- ☐ Well-Being and Quality of Life
- ☒ Sustainable Infrastructure for the Present and Future
- ☐ Safe and Resilient Communities
- ☒ Diverse and Thriving Economy

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Approved by: Elsa Mendoza Jimenez, Director of Health Services, 755-4526

Attachment(s):

Board Report

Amendment No. 6

Amendment No. 5

Amendment No. 4

Amendment No. 3

Amendment No. 2

Amendment No. 1

Agreement

Board Order