



# Napa County

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## Legislation Text

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**TO:** Board of Supervisors  
**FROM:** David Morrison - Interim County Executive Officer  
**REPORT BY:** Jon Gjestvang - Chief Information Officer  
**SUBJECT:** Presentation on Data Management

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### **RECOMMENDATION**

Chief Information Officer requests the following actions:

1. Receive a staff presentation of the significance of data management and provide direction to staff to implement a consistent process across the County; and
2. Request authorization to issue a Request for Proposal (RFP) to contract with a consultant to develop a platform to consistently collect, manage, and govern data.

### **EXECUTIVE SUMMARY**

County staff from Information Technology Services, Health and Human Services, Housing and Homeless Services, and Probation will present on data management and the benefits of coordinated services among these departments. These departments are considered Phase 1 of the data management project, with the long-term goal of including all County departments to promote effective and efficient models of coordinated service delivery across participating departments.

Staff recommends the Board authorize a Request for Proposal (RFP) to contract with a consultant to implement a platform to consistently collect, manage, and govern data that can be used across County departments.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Improve collection, management, analysis, and reporting of data.
Future fiscal impact:	Funds will be programmed in FY 2023-24 to commence implementation of this project.
Consequences if not approved:	Limit organization's ability to utilize data effectively.
County Strategic Plan pillar addressed:	Effective and Open Government

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State of CEQA Guidelines) and therefore CEQA is not applicable.

## **BACKGROUND AND DISCUSSION**

Data is one of Napa County's greatest assets. Integrating data from an ever-increasing number of sources is a complex task. Data in transactional systems is usually created for a specific purpose and rarely considers ways this data may need to be integrated with other data to answer critical business questions. This leads to inconsistencies in how data is represented and matched. Data management solves this problem by bringing consistency and business insight to the meaning of the data across many sources. To achieve the goal for enterprise data management, the County requests to 1) develop a County data strategy, 2) create a County data governance supporting the strategy and 3) implement an enterprise data management platform to support consistent data management across the County. This will guide all County departments and agencies with a formalized process to consistently collect, manage, govern, and use data.

Currently, the County's data challenges include data being siloed in various County systems, having a lack of consistent data elements across these systems, and having difficulties when trying to correlate data across multiple business systems. These challenges limit our sharing of information to residents, businesses, and other government agencies. However, moving to a data knowledgeable and data focused organization, the County will be able to use its data assets to provide timely information to residents, the community and other local government agencies.

To transition to a data minded organization, staff is proposing to develop a data strategy with an accompanying data governance, to provide organizational priorities into actionable data strategic goals and provide a tangible roadmap towards data management and data analytics capabilities. Staff is also proposing the search, purchase, and implementation of an enterprise data management system to help with the integration all source system data into one data platform and the correlation of the Countywide data to create cross-functional reporting, data dashboards and analytics.

As there are needs for improved information access across the organization, staff is proposing to implement this large project in phases, with Phase 1 to include the departments of Health and Human Services, Housing and Homeless Services, and Probation. This initial phase will include work around the following:

- California Community Assistance, Recovery and Care (CARE) Court, which is Governor Newsom's new plan to get Californians in crisis off the streets and into housing, treatment and care. This will require that counties track care for those who participate in this voluntary program and will involve Napa County's Probation, Health and Human Services and Housing and Homeless departments/divisions. CARE Court will be the priority for phase 1.
- In addition and beyond CARE Court, the Health and Human Services Agency will proceed with its efforts to provide a 360 view of clients across the internal and state systems used to manage programs.

Finally, staff is requesting authorization to issue an RFP to contract with a consultant to develop a platform to consistently collect, manage, and govern data.