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# MEMORANDUM

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Date: March 31, 2022

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Leshner   
Acting County Administrator

Re: **Sustainable Action Plan for County Operations (SAPCO) Audit of Strategies and Challenges Report Extended to April 15, 2022**

As follow-up to previous memoranda to the Board of Supervisors dated [December 21, 2021](#) and [January 13, 2022](#), I directed the Office of Sustainability & Conservation to work with departments to complete a report by March 31, 2022 that addresses the following:

- Generate the SAPCO FY 2020/21 Annual Report (COMPLETED)
- Gather input and prepare a report that identifies the current challenges faced by departments, and any necessary changes in approach or new strategies, for fulfilling the Plan goals;
- Prepare a summary of new federal funding opportunities to advance SAPCO with assistance of the Grants Management & Innovation Department.

I also asked that County Administration work with departments to develop a multi-year plan to meet the goals outlined in SAPCO for Carbon, Water, Landscapes, Materials, and Workforce. To facilitate this effort, I sent a memorandum to all County departments dated [February 8, 2022](#), together with a fillable SAPCO Implementation Strategies audit form and questionnaire. I asked that departments identify current challenges and any necessary changes in approach or new strategies they might recommend for fulfilling the Plan goals. More than 30 departments provided responses, resulting in a great amount of data to compile that was not completed until last week by staff.

Because of the need to analyze this extensive set of data and written responses regarding implementation strategies and challenges, I am extending date for the report to be submitted to the Board of Supervisors to April 15, 2022.

This report will include a summary of current progress, strategy implementation to date, departmental challenges, suggested strategies to meet targets, possible grant funding opportunities, and recommendations. This report will be followed up with additional communications outlining more targeted strategies and options for the Board's consideration.

Please let me know if you have any questions.

JKL

c: Carmine DeBonis, Jr., Deputy County Administrator for Public Works  
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer,  
Health and Community Services  
Yves Khawam, PhD, Assistant County Administrator for Public Works  
Linda Mayro, Director, Office of Sustainability and Conservation  
Sandra Maina, Sustainability Program Manager