



# LEADERSHIP AND MANAGEMENT COMMITTEE MINUTES

<b>DATE:</b>	Wednesday, March 3, 2016
<b>TIME:</b>	10:00 a.m. to 12:00 a.m.
<b>LOCATION:</b>	City of Eugene, Public Works Administration, Osprey Room

## Committee Members:

CHAIR: Robert Tintle, City of Eugene  
 Jim McLaughlin, City of Eugene

Katie Marwitz, City of Eugene  
 Mark Schoening, City of Eugene

## AGENDA ITEMS

### Committee Assignments

The committee discussed action items to be completed this quarter. Mark will write an article for the chapter newsletter. Deadline is March 4. He will also solicit staff for the book review. Robert will post the book review on the website and perform other updates to the site.

### Board Meeting Update

Robert debriefed the committee on the report given at the chapter board meeting. Robert reviewed the 2015 Work Plan, the draft 2016 Work Plan, and provided an update on the Mentorship Program. The Board suggested that the committee submit a budget request if funds are needed for the book giveaways. The Board also mentioned they would find ways to encourage participation on the committee from other agencies (in addition to the City of Eugene).

### Spring Conference 2016

The committee reviewed the list of technical sessions at the spring 2016 conference. Given the emergency management theme of the conference, there are any sessions specific to the Leadership and Management Committee. Although, emergency management is certainly a leadership issue. The committee committed to submitting four leadership, management and diversity technical sessions for the fall 2016 conference.

### 2016 Work Plan

The committee reviewed their [2016 work plan](#) and updated the action items for the year. The committee also reviewed the Chapter Board's [2016 President's Goals](#) and the [Oregon Chapter 2016 Strategic Plan](#).

### Next Meeting

May 4, 2016 from 10:00 a.m. to 12:00  
City of Eugene  
Osprey Conference Room, Parkview Place Building, 4th Floor  
101 East Broadway, Suite 400, Eugene, OR 97401