



LEADERSHIP AND MANAGEMENT COMMITTEE MINUTES

DATE:	Wednesday, May 18, 2015
TIME:	2:30 to 3:30 p.m.
LOCATION:	City of Eugene, Public Works Administration, Osprey Room

Committee Members:

CHAIR: Robert Tintle, City of Eugene

Katie Marwitz, City of Eugene

Jim McLaughlin, City of Eugene

Mark Schoening, City of Eugene

AGENDA ITEMS

Mentorship Program Update

Mark held two separate conference calls - one with the mentors, one with the mentees. Robert joined the mentor call and Katie was a member in the mentee conference call. The mentors requested information on talking points or topic discussions. In response, Mark forwarded information from the Donald C. Stone program for reference and guidance.

Mark will work on developing a questionnaire for the current pilot group of mentors and mentees. The survey will gather information about the program and provide a summary for John Ostrowski and Jeanne Nyquist, as well as the Washington Chapter.

It was recommended to have speakers attend the Public Works Leadership training to discuss the pilot program. Having speakers who are located in or near the training location would be ideal. Once someone completes the three class NWPWI series, the next potential step is the mentorship program. The goal is to start a new group of mentees in January.

Spring Conference Debrief

The L&M Committee provided five books for giveaways at the conference. Recipients were asked to provide a book review for the website.

Session attendance:

Hard News - 31

ADA Transition Plan - 72

Learning to Connect (two sessions) - 17 & 23

Homelessness - 32

The ADA Transition class was well attended and well received. The Hard News session was successful but two of the guest speakers (media panel) were not able to attend. Eric Jones did a terrific job facilitating the session. The Learning to Connect session might have appeared too

'touchy feely' for some attendees (the room was set-up in a large circle). The Homeless session was well attended, especially for the last day!

Fall Conference Planning

The fall conference will be held at Seven Feathers in Canyonville. The L&M Committee will soon be asked to submit recommendations for four technical sessions.

Mark will speak with Nicki (conference chair) to determine if the tribe is interested in presenting a technical session on public works infrastructure issues.

Mark will talk with Neil Bjorklund (City of Eugene) about the possibility of a pre-conference strategic planning workshop or a double technical session.

Robert will check on a human resources topic for a technical session.

Katie suggested a potential technical session from the Oregon State University Civil Engineering Cooperative Program (CECOP).

Recruitment

The Leadership and Management Committee would like to increase the number of members. Personal invitation may work best since group invites haven't been successful.

Mark will contact Dayna Webb from the City of Tualatin. The discussion included the prospect of the L&M committee being involved in the Everyday Hero Award and Young Leader award review, approval and awarding next year.

Robert will contact Marsha Miller (Lane County) and Anette Spickard (City of Springfield).

Diversity Exemplary Practices Award

The Leadership and Management Committee received a notification from APWA that the Diversity Exemplary Practices Award was awarded to the City of Eugene Public Works Department for Implementation of the Equity and Human Rights Plan. The Eugene Public Works Department will be presented the award at Congress. An article will be included in the chapter newsletter.

Other, Info Share

The committee is in need of book reviews for the website.

Robert will post a book review from a review completed from a book site (i.e., Amazon).

Mark will contact Peggy Keppler (City of Eugene) about the possibility of submitting a review.

Katie mentioned the Young Professionals group is coordinating luncheons and tours, and inviting people to attend events locally.

Next meeting: July 1, 2015 from 10:00 a.m. to 12:00 noon at City of Eugene.