

COLORADO CITY AND COUNTY MANAGEMENT ASSOCIATION - BOARD MEETING
Monday, December 12, 2016, 2:00pm
Teleconference

Meeting Minutes

CALL TO ORDER AND INTRODUCTIONS (Bill Bell)

In Attendance: Bill Bell, Matthew Birnie, Clint Kinney, Jane Brautigam, Jim White, Torie Brazitis

CONSENT AGENDA (Bill Bell)

- 1) Approve meeting minutes from June 24, 2016
- 2) Accept the Financial Statements as presented through December 1, 2016
- 3) Approve 2017 Budget

Jane made a motion to approve the Consent Agenda, Clint seconded - APPROVED

DISCUSSION/ACTION ITEMS

- 1) Association Manager's Report (Denise Taylor)
Denise reported that an RFP for new location has been circulated. The new logo family is complete. Looking thru files, it appears CCCMA turns 25 in 2017.
CCCMA should explore the idea of a pop up conference in early fall, at 3-4 locations across the state. Tech support and internet would be required. The board requested a proposal. Local colleges might make sense. (Adams State, Colorado Mountain College, Pueblo, Greeley, Ft Collins, etc)
- 2) Report on ICMA (Jane Brautigam)
Jane is off the ICMA Board. Susan Sherman from Kansas will represent ICMA at the Conference. Matthew was the Chair of the regional VP nominating committee. He reported that Jimmy Jayne, County Manger of Navajo County, was selected as Mtn Plains Rep. CCCMA sent a recommendation for Heather Geyer's nomination for VP in 2018.
- 3) 2017 CCCMA Winter Conference Update (Clint Kinney)
The dates were officially changed to January 25-28. Registration will be online soon.
- 4) Nominations for 2017 Elections (Matthew Birnie)

OTHER REPORTS

- 1) County Manager's Update
Matthew reported that ACCA had a mini conference in conjunction with the CCI conference. Participation may have been down because of moving their event to after (instead of before).

At their meeting, there was discussion of inviting city managers to county events.

2) Range Riders

The Board would like the Advisors to discuss the need for another Advisor and possible candidates.

3) Emerging Manager's Update (Torie Brazitis)

The EMs are seeking a new Representative, as Gloria Kaasch-Buerger needed to resign for health reasons.

4) Other Business – None.

Adjourn 2:48

COLORADO CITY AND COUNTY MANAGEMENT ASSOCIATION
BOARD MEETING MINUTES
Friday, June 24, 2016
Vail, CO

In Attendance: Bill Bell, Wes LaVancy, Torie Brazitis, Jim White, Clint Kinney, Denise Taylor, Sam Mamet, Craig Kocian

CALL TO ORDER AND INTRODUCTIONS (Bill Bell)

CONSENT AGENDA (Bill Bell)

- 1) Approve meeting minutes from February 25, 2016*
- 2) Accept the Financial Statements as presented through June 1, 2016*

A motion was made by Jim White to accept the consent agenda, Wes LaVanchy seconded – APPROVED

DISCUSSION/ACTION ITEMS

- 1) CML Update (Sam Mamet)

Bill was elected President. Dave Stone, Matt LeCerf, Kathy Hodgson, Patrick Rondelli also on the Board. Up to 8 managers have recently become MITs, Sam has been in contact with them and many of the electeds in their municipalities.

- 2) Senior Advisor Committee Recommendation (Clint Kinney)

The committee reviewed several applications, based on location, experience, and level of recognition amongst the membership, they recommend adding Tim Gagen.

Craig strongly recommended adding a fourth because of personal schedules and interim opportunities.

Jim made a motion to accept the recommendation of Tim Gagen as a CCCMA Senior Advisor, Jane seconded - APPROVED

- 3) Report on ICMA (Jane Brautigam)

3 very qualified finalists will be interviewed in July for ICMA Executive Director. All are former/current City Managers.

Jimmy Jane, Navajo County, AZ, was elected to fill Jane's VP position. David Johnstone is incoming President. ICMA approved Mtn Plains Regional Director position, advertising has begun.

ICMA has reached out to County Managers to encourage them to join – maybe a discount to KC conference. There is no further discussions on changing dues structure.

- 4) 2017 CCCMA Winter Conference Update (Clint Kinney)

- February 23-25, 2017, Hotel Colorado, Glenwood Springs
Board meeting, Saturday, February 25

Change to Saturday – host social breakfast and board meeting

Looking for suggestions for 10 Good Ideas

Utah Association on their last day they have a breakfast and at each table there is an assigned topic and a facilitator, one hour – get there on time

OTHER REPORTS

1) Manager's Lunch Program/President's Report (Bill Bell)

Bill had some ideas and questions: Whose new? Invite them to a welcome orientation

Find out what we can do to bring in managers that aren't participating – how can we reach them?

Relationship building with Police Chiefs (and maybe mayor) – twice a year meetings

2) County Manager's Update -none

3) Senior Advisors (Craig Kocian)

Craig wants CCCMA to continue to emphasize the importance of the MIT program and have the Board stay engaged. The Board requested a list every month of MITs. Craig says don't be shy, or avoid awkward conversations (retirees could reach out too). Every transition can benefit from being "managed" whether it's another job or retirement. Don't let the calls taper off – reconnect again every few weeks.

CCCMA should also support managers in working thru strong partisanship and the general angst in government.

4) Emerging Manager's Update (Gloria Kaasch-Buerger)

Torie offered a report for the Emerging Managers, indicating many transitions for emerging managers for health and professional reasons. The EMs are hosting a Back to School happy hour in August and coordinating the ELGL pop up conference in Golden

5) ICMA Liaison (Gary Sears)

Gary reported that the job description is out for the Mtn Plains Rep and he gave an update on the Kansas City Conference.

6) Other Business

Slate Communications, Kim Newcomer, Claire Bouchard, and Ryan Burke had a presentation based on the board surveys and feedback that will guide them as they help CCCMA raise awareness and develop key messages and refresh the logos.

Next meeting - - conference call in October for budget discussions

CCCMA - BOARD MEETING MINUTES
Thursday, February 25, 2016, 6:30pm
The Gallery, Hotel Colorado

Call to Order & Introductions

In attendance: Bill Bell, Matthew Birnie, Torie Brazitis, Jane Brautigam, Gloria Kaasch-Buerger, Clint Kinney, Craig Kocian, Wes LaVanchy, Todd Leopold, Sam Mamet, Michael Penny, Jim White

CONSENT AGENDA:

- 1) Approval of October 29, 2015 meeting minutes
 - 2) Review of Year End 2015 Financial Statement
 - 3) Announcement of 2016 Board
 - 4) Appointment of Emerging Manager Representative Gloria Kaasch-Buerger
- Clint made a motion to approve the consent agenda, Jim seconded - APPROVED

DISCUSSION/ACTION ITEMS:

- 1) Election of 2015 Board Vice President/Secretary
Matthew nominated Clint to continue to serve as Vice President/Secretary, Wes seconded – APPROVED

- 2) Senior Advisor/Range Riders

There was discussion of the program and current status. Craig gave an update of the reimbursement status. He doesn't see a drawback to add qualified senior advisors. Quality is first priority, geographic representation is important as well. A committee can be re activated to review the need for more Advisors and make selections if necessary. Matthew to be chair. Jim, Clint, Torie, Clint, possibly Roy, and a range rider could also be on the committee. There will not be a call for Riders, invite only.

- 3) Partnership with Strategic Government Resources

Clint made a motion to authorize executing an agreement with Strategic Government Resources to provide services and resources to MITs, Todd seconded – APPROVED

- 4) EM Designation

Torie introduced Gloria, appointed as the new emerging manager's representative. Torie and Clint suggested that conference scholarships should be open to any members new to the profession, rural areas, emerging managers, first time attendees. The strongest criteria is to have an interest in professional development. Torie and Denise to rework the language for next year's application.

REPORT AND UPDATES:

- 1) Strategic Plan & Association Manager's Update

Denise reported on the intern and first time attendee recognition during the conference. Conference sponsorship has continued to rise. Denise asked about including a survey question about changing the conference pattern from Th-Sat to Wed-Fri, there was consensus to ask.

2) Range Rider Update

The quarterly reports submitted for payment to ICMA will be forwarded to the Board. Craig gave some comments on the survey and spoke about being involved in the Grand Junction hiring process. He and Mike Rock were part of a process that included a community group, employee group, and city manager's panel. He also reported they have joined the ACCA list serv.

3) Emerging Managers

Gloria reported on the activities they planned for this conference; career advice roundtables, career growth with ICMA opportunities, and receptions. The 3rd Annual Emerging Managers Summit is May 19-20 in Durango. They have been using guilt, flattery, and shame to bring in all types to meetings and events!

4) Colorado Women Leading Government submitted a written report.

5) ICMA Reports

Jane reported on the recent ICMA board meeting. ICMA has created a Mtn Regional Director position. The director would be selected by ICMA, live in the region and serve as a conduit for ICMA to the region. The Leadership Advisory committee has two Colorado representatives, Michael Penny and Darin Atteberry. Jane's term will be complete this fall. Next year, the board position is open for assistants and deputies, they need to apply in Oct/Nov. Jane and CCCMA will continue to recruit. Bob O'Neill is retiring, Jane is on search committee. Final interviews will be in July. The Committee for Professional Conduct (CPC) is continuing review of the ICMA Ethic tenets, 7 and 10 are complete. Now the focus is on 3, upholding the honor of the profession. Gary Sears is now the Colorado ICMA liaison, as Mark is stepping down from this role.

6) County Managers' Update

Todd reported that ACCA held a strategic planning retreat prior to the CCCMA conference. Todd will forward the plan. They had a dialogue about how the group is complementary not competitive. ACCA wants to offer scholarships to CCCMA events. They are also building a new website. Bill asked if there were efforts to encourage knowledge and participation of ICMA to include conformity to the code of ethics. Matthew responded that the focus was on CCCMA.

7) CML Update

Sam announced that Bill is now CML vice president. CML updated their strategic plan. Torie thanked Sam for hosting EM event on special districts.

OTHER BUSINESS

Bill would like to pursue formal partnerships, including CML and CCI.

There was agreement to donate \$500 to Kathryn Cheever's memorial scholarship fund on behalf of CCCMA.

ADJOURN at 8:36pm

Next meeting at CML Conference, June 24