



## OCCMA Annual Membership Meeting

October 21, 2021 | 11:30 am – 12:30 pm

Join Zoom Meeting

<https://us02web.zoom.us/j/85479496460?pwd=R3pmbHBzUm96bG9KYzJUOEFaUDdFdz09>

Meeting ID: 854 7949 6460 | Passcode: 043222 | Dial in: +1 (669) 900-9128

### AGENDA

<b>A. Call to Order &amp; Roll Call</b> ( <i>Steve Powers</i> ) .....	-
<b>B. Appointment of a Parliamentarian</b> ( <i>Steve Powers</i> ) .....	-
<b>C. Approval of the Minutes of the October 14, 2020 Meeting*</b> ( <i>Steve Powers</i> ) .....	02
<b>D. Financial Report*</b> ( <i>Mike Cully</i> ) .....	11
<b>E. President's Report</b> ( <i>Steve Powers</i> ) .....	15
<b>F. Announcement of the Board Meeting Schedule</b> ( <i>Susie Marston</i> ) .....	18
<b>G. OCCMA Lifetime Members*</b> ( <i>Steve Powers</i> ) .....	19
<b>H. Bylaws Amendments*</b> ( <i>Spencer Nebel</i> ) .....	21
<b>I. Report on Changes to the OCCMA Policy Annex</b> ( <i>Spencer Nebel</i> ) .....	24
<b>J. Committee Reports</b>	
1. Nominating Committee ( <i>Spencer Nebel</i> ) .....	26
2. Ethics Committee ( <i>Spencer Nebel</i> ) .....	30
3. Support for Managers Committee ( <i>Susie Marston</i> ) .....	31
4. Audit Committee ( <i>Steve Powers</i> ) .....	-
5. Professional Development Committee ( <i>Susie Marston</i> ) .....	32
• Summer Conference Survey Overview	
6. Diversity, Equity, and Inclusion ( <i>Brian Sjothun</i> ) .....	-
7. Communications Committee ( <i>Heidi Bell</i> ) .....	-
8. ICMA Liaison Committee ( <i>Adam Brown</i> ) .....	-
9. Host Committee ( <i>Spencer Nebel, Eileen Stein, and Joe Gall</i> ) .....	47
<b>K. Election of Officers and Directors*</b> ( <i>Steve Powers</i> ) .....	49
<b>L. Recognition of Outgoing Board Members</b> ( <i>Steve Powers and Spencer Nebel</i> ) .....	-
<b>M. Other Business</b> ( <i>Steve Powers</i> ) .....	-
<b>N. Adjournment</b> ( <i>Steve Powers</i> ) .....	-

\*Agenda items denoted with an asterisk indicate a motion is recommended. The sample motion will appear in the agenda item's associated materials.



## OCCMA Annual Membership Meeting

October 14, 2020 | 9:00 am – 9:45 am

League of Oregon Cities Zoom Video

### MINUTES

#### **Board Members:**

Spencer Nebel, President – Present

Steve Powers, President-Elect – Present

Marty Wine, Past President – Present

John Walsh, Director – Present

Dan Huff, Director – Present

Mike Cully, Secretary, LOC – Present

Brian Sjothun, Director – Present

Susie Marston, Director – Present

Rob Corbett, Director – Present

Aaron Palmquist, Director – Present

Ben Bryant, Director – Present

Adam Brown, Director - Absent

#### **Staff:**

Kelly Richardson, Project Coordinator – Affiliates – Present

Patty Mulvihill, General Counsel – Present

#### **Other:**

Attached in Registration

#### **A. Welcome & Roll Call**

President-Spencer Nebel called the meeting to order at 9:01 am.

#### **B. Discussion of Zoom Protocols**

President Nebel went over the Zoom protocols for the membership.

#### **C. Appointment of a Parliamentarian**

President Nebel appointed Robb Corbett as the parliamentarian.

#### **D. Minutes**

It was moved by Marty Wine and seconded by Susie Marston to approve the September 26, 2019 minutes of the Annual Membership Meeting as presented. The motion passed unanimously.

#### **E. Financial Report**

It was moved by Roger Craddock and seconded by Marty Wine to approve the Financial Report as presented. The motion passed unanimously. Membership vote attached.

#### **F. Presidents Report**

President Nebel gave his report to the membership and highlighted the following items:

Emergency Declared; pandemic  
NWWLA as ad hoc committee and give admin support  
Veterans profession  
DEI Committee  
Host Committee Fund  
Newsletter electronic version  
Appointment of LOC Board Manager

#### **G. Announcement of the Board Meeting Schedule for 2021**

Steve Powers presented the 2021 calendar to the membership and there was no discussion by members.

#### **H. OCCMA Lifetime Members**

President Nebel presented Erik Kvarston to the membership as the Lifetime membership nominee and gave a brief background and thanked Erik.

*It was moved by Richard Meyers and seconded by Dave Waffle to approve the Erik Kvarston for lifetime membership to the OCCMA. The motion passed unanimously. Membership vote attached.*

#### **I. Committee Reports**

**Nominating Committee** (Marty Wine) The Nominating Committees focus was to apply diversity throughout its selections for the 2021 slate of candidates. The committee met in August and the slate is as follows:

**President-Elect** Susie Marston, City Manager, Gervais  
**Directors**

Rachel Fuller	City Manager	Hood River	12/2023	Eastern
Zoe Monahan	Asst. City Manager	Wilsonville	12/2023	Metro
Adam Brown	City Manager	Ontario	12/2023	Eastern
Heidi Bell	City Manager	Donald	12/2022	Valley

**Ethics Committee** (Spencer Nebel) President Nebel presented to the membership his report which can be found on page 17 of the packet. He explained to membership the process/protocols used to address each complaint.

**Support for Managers** (Susie Marston) Marston explained to the membership the makeup of the committee largely of Senior Managers, with additional support members of Tom Pressimier, City of Independence, Greg Bielawski ICMA, Pat Martel ICMA. The committee meets by conference call monthly and Marston introduced each of the Senior Managers:

Dan Bartlett, Senior Advisor  
David Clyne, Senior Advisor  
Wes Hare, Senior Advisor  
Dave Kanner, Senior Advisor  
Larry Lehman, Senior Advisor  
Gary Milliman, Senior Advisor  
Sheila Ritz, Senior Advisor

Dave Waffle, Senior Advisor

Marston explained the tasks involved which included the *Coaching Program* in conjunction with the Bylaws Committee. Dave Waffle has been working on a welcome packet for new members. The Board approved the draft at yesterday's Board meeting.

Audit Committee (Steve Powers) Powers explained to the membership the report is on page 18 of the packet. The committee did implement a process of random sampling of deposits and payments and questions were asked of LOC Finance Director Jamie Johnson-Davis. The committee found no irregularities of the financial transactions conducted by LOC on OCCMA behalf. The Board will be considering proposals for an independent financial review and the audit committee will follow up on the independent financial review.

Professional Development Committee (Steve Powers) Powers informed the membership the consideration of not having a Summer Conference had been discussed, however the committee decided against that and as everyone knows it was virtual and attached is the survey reviews and statistics on page 19. Powers thanked Scott Lazenby of PSU. Powers reported the earnings were above expenses.

- Summer Conference Survey Review

Academic Affairs (Marty Wine, Eileen Stein) Stein explained that there was not a lot of information at this time. She explained that there are 75% local government employees throughout the state. PSU has received its reaccredited program and the ranking is high and there are 18 students this year.

Communications (Ben Bryant) Bryant informed the membership to keep a lookout for the survey that will be sent out to the membership and encouraged members to participate. The hope is to get feedback on how OCCMA can help their members.

Next Generation Committee (Aaron Palmquist) No activity at this time, Palmquist informed members that at the Board retreat the Board will be looking at how to streamline its committees and have them more in tune with membership needs.

ICMA Liaison Committee (Marty Wine) Wine informed the membership that there had not been any activity. Wine explained the purpose of the Committee as the ICMA Liaison is to recommend any actions needed or any international issues. Wine thanked Peter Troedsson with ICMA and asked Troedsson if he had anything to add. Troedsson then noted the following: Because of this unusual year ICMA provided a grace period for the credentialing program. Troedsson stated that he had hoped members were able to attend the ICMA Unite, he pointed out attendance from foreign countries ballooned from 242 countries and 262 registrations. He also pointed out that the information would be available until the end of December. Troedsson informed members that the Board had been hashing out a statement regarding systemic racism, the Board then passed and issued the statement. The Board then asked that the Professional Conduct Committee look at the ICMA code of conduct through a racial equity lens. The Board formed a sub-committee to look at the dues structure of ICMA and they

have put out an RFP to hire a firm to assess the structure and provide updated materials. Constitutional changes that were made in February 2020 to expand the opportunity to serve as the appointed representative to the regional nominating committees and to enfranchise affiliate members of ICMA to serve on the ICMA Board, which is basically affiliate members of 5 years of service in local government and then 5 years if ICMA membership. Lastly, Troedsson explained ICMA has set up an ICMA Advisory Board, which Troedsson had been tasked as the Liaison. Following the report Palmquist was interested in the timeline as OCCMA is interested in using the information to aid in updating the OCCMA dues structure later in the year.

Host Committee (Spencer Nebel, Joe Gall, Eileen Stein) Gall stated that the ICMA 2021 conference will either be an all in-person or some type of hybrid combining virtual with in-person. Gall stated we are in a hurry up and wait scenario, it is very hard to read the situation. Gall informed the membership that he was meeting with Convention Center staff to discuss the closure and how that might affect next year. President Nebel Informed members about the full host committee member meeting next week. Stein adds that the committee is ahead of the curve at this point.

Bylaws Committee (Robb Corbett) Robb Corbet updated the membership regarding the recent change that took place yesterday at the Board meeting. The primary objective this year was to address the challenges with participation issues regarding the coaching program that is identified in the policy annex. The objective was to align the OCCMA coaching program with ICMA coaching program. The language will be updated and available to the membership when completed.

#### **J. Election of Officers**

There were no nominations from the floor and the 2021 slate of candidates was approved by membership as follows:

**President-Elect** Susie Marston, City Manager, Gervais

#### **Directors**

Rachel Fuller	City Manager	Hood River	12/2023	Eastern
Zoe Monahan	Asst. City Manager	Wilsonville	12/2023	Metro
Adam Brown	City Manager	Ontario	12/2023	Eastern

*It was moved by Eileen Stein and seconded by Aaron Palmquist to close nominations and approve the 2021 Slate of Candidates as presented. The motion passed unanimously.*

President Nebel requested that next year's membership meeting be scheduled for no less than 1 hour.

#### **K. Recognition of Outgoing Board Members**

Past President Wine thanked everyone for serving on the Board and wished them well with the next endeavor. Wine thanked the following members:

Ben Bryant, Sean O'Day and Robb Corbett. The plaques are in the mail and will be sent out.

**L. Adjournment** President Nebel adjourned the meeting at 9:55 am

**APPROVED** by the OCCMA Board of Directors and Membership on October 21, 2021.

ATTEST:

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Mike Cully, Secretary-Treasurer

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Steve Powers, President

DRAFT

## 2020 OCCMA Membership Meeting Vote

User Name	Submitted Date/Time	Agenda Item	Vote
John Walsh	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Myrna Harding	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Nikki Messenger	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Samuel Baugh	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
eileen stein	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Spencer Nebel	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Galaxy S10	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
steve	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Rochelle Roaden	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Richard Meyers	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Chris Workman	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Aaron Palmquist	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Donna Holtz, City of Medford	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Melissa Thompson-Kiefer	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Rob Drake	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Robby Hammond	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Zoe Monahan	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Steve Powers	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Keith Campbell	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Benjamin Burgener City of Stanfield	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Dale Shafer	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Christy Wurster	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Peter Troedsson	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Scott Lazenby	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Neha Subramanyam	10/14/2020 9:09	Approve OCCMA Finance Report	Abstain
Dan Huff	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Robb Corbett	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Joseph Gall	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Gordon Zimmerman	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Heidi Bell	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Adam Brown	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Brian Latta	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Brian Sjothun	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Alice Cannon	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Kathryn Greiner	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Jeanna Troha	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Erin Reynolds	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Dave Waffle	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Susie Marston	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Denise Carey	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Rodger Craddock	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Kathleen Wilson	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Marty Wine	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Dave Kanner	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
David Milliron	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Ben Bryant	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Megan Messmer	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
rick hohnbaum	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
Jolynn Becker	10/14/2020 9:09	Approve OCCMA Finance Report	Yes
John Walsh	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Myrna Harding	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Nikki Messenger	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes

## 2020 OCCMA Membership Meeting Vote

User Name	Submitted Date/Time	Agenda Item	Vote
Samuel Baugh	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
eileen stein	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Spencer Nebel	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Gary Milliman	10/14/2020 9:07	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Galaxy S10	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
steve	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Richard Meyers	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Chris Workman	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Aaron Palmquist	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Donna Holtz, City of Medford	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Melissa Thompson-Kiefer	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Rob Drake	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Zoe Monahan	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Steve Powers	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Dale Shafer	10/14/2020 9:07	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Christy Wurster	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Peter Troedsson	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Scott Lazenby	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Dan Huff	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Robb Corbett	10/14/2020 9:07	Do you approve the 2019 Annual Business Meeting Minutes as presented?	No
Joseph Gall	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Gordon Zimmerman	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Heidi Bell	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Adam Brown	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Brian Sjothun	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Alice Cannon	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Kathryn Greiner	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes



## 2020 OCCMA Membership Meeting Vote

User Name	Submitted Date/Time	Agenda Item	Vote
Jeanna Troha	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Erin Reynolds	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Dave Waffle	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Shannon Beaucaire	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Susie Marston	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Denise Carey	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Rodger Craddock	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Kathleen Wilson	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Marty Wine	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Dave Kanner	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
David Milliron	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Ben Bryant	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
Mark Chase	10/14/2020 9:07	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Abstain
Megan Messmer	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
rick hohnbaum	10/14/2020 9:06	Do you approve the 2019 Annual Business Meeting Minutes as presented?	Yes
John Walsh	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Myrna Harding	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Nikki Messenger	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Samuel Baugh	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
eileen stein	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Spencer Nebel	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Gary Milliman	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Galaxy S10	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Rochelle Roaden	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Richard Meyers	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Chris Workman	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Nathan Cherpeski	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes

## 2020 OCCMA Membership Meeting Vote

User Name	Submitted Date/Time	Agenda Item	Vote
Aaron Palmquist	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Melissa Thompson-Kiefer	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Rob Drake	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Robby Hammond	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Zoe Monahan	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Steve Powers	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Keith Campbell	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Benjamin Burgener City of Stanfield	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Dale Shafer	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Christy Wurster	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Peter Troedsson	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Scott Lazenby	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Dan Huff	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Robb Corbett	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Joseph Gall	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Gordon Zimmerman	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Heidi Bell	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Adam Brown	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Brian Latta	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Brian Sjothun	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Alice Cannon	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Kathryn Greiner	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Jeanna Troha	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Erin Reynolds	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Abigail Elder	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Dave Waffle	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Roger Jordan	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Abstain

2020 OCCMA Membership Meeting Vote

User Name	Submitted Date/Time	Agenda Item	Vote
Shannon Beaucaire	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Kevin Perkins	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Jerry Gillham	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Susie Marston	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Denise Carey	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Rodger Craddock	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Cory Misley	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Kathleen Wilson	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Marty Wine	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Dave Kanner	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
David Milliron	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Ben Bryant	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Megan Messmer	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes
Jolynn Becker	10/14/2020 9:20	Do you agree with bestowing upon Kvarsten the honor of lifetime membership to the OCCMA.	Yes

# Oregon City/County Management Association

Budget vs. Actuals: OCCMA FY 2021 - FY21 P&L

January - September, 2021

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Income				
3-4000 Conference Income				
3-4300 Fall Conference				
3-4303 Registration Fall Conference		7,500.00	7,500.00	100.00 %
<b>Total 3-4300 Fall Conference</b>		<b>7,500.00</b>	<b>7,500.00</b>	<b>100.00 %</b>
3-4400 Summer Conference				
3-4404 Registration Summer Conference	32,695.00	40,000.00	7,305.00	18.26 %
3-4407 Sponsorships	23,900.00	25,000.00	1,100.00	4.40 %
3-4411 Summer Wells/Jordan Scholarship		1,000.00	1,000.00	100.00 %
<b>Total 3-4400 Summer Conference</b>	<b>56,595.00</b>	<b>66,000.00</b>	<b>9,405.00</b>	<b>14.25 %</b>
3-4600 NW Women's Academy				
3-4606 NW Women's Leader Summit	6,850.00	15,000.00	8,150.00	54.33 %
3-4607 NW Women's Academy Donation	600.00		-600.00	
<b>Total 3-4600 NW Women's Academy</b>	<b>7,450.00</b>	<b>15,000.00</b>	<b>7,550.00</b>	<b>50.33 %</b>
<b>Total 3-4000 Conference Income</b>	<b>64,045.00</b>	<b>88,500.00</b>	<b>24,455.00</b>	<b>27.63 %</b>
3-4700 General Operations				
3-4701 Dues	46,967.77	41,000.00	-5,967.77	-14.56 %
3-4760 Board Retreat Meetings		5,000.00	5,000.00	100.00 %
3-4770 CIS Senior Advisor		2,500.00	2,500.00	100.00 %
3-4780 ICMA Senior Advisor	178.70	7,000.00	6,821.30	97.45 %
<b>Total 3-4700 General Operations</b>	<b>47,146.47</b>	<b>55,500.00</b>	<b>8,353.53</b>	<b>15.05 %</b>
<b>Total Income</b>	<b>\$111,191.47</b>	<b>\$144,000.00</b>	<b>\$32,808.53</b>	<b>22.78 %</b>
<b>GROSS PROFIT</b>	<b>\$111,191.47</b>	<b>\$144,000.00</b>	<b>\$32,808.53</b>	<b>22.78 %</b>
Expenses				
3-5100 Conferences				
3-5330 Fall Conference				
3-5334 Food & Beverage Fall		5,000.00	5,000.00	100.00 %
3-5335 Room Rental Fall		500.00	500.00	100.00 %
3-5339 Speakers Fall		5,000.00	5,000.00	100.00 %
<b>Total 3-5330 Fall Conference</b>		<b>10,500.00</b>	<b>10,500.00</b>	<b>100.00 %</b>
3-5440 Summer Conference				
3-5441 Activities Summer		3,000.00	3,000.00	100.00 %
3-5442 Administration Summer		500.00	500.00	100.00 %
3-5443 Audio/Trade Show Summer		1,000.00	1,000.00	100.00 %
3-5444 Food & Beverage Summer	19,317.29	30,000.00	10,682.71	35.61 %
3-5445 Lodging Summer		1,000.00	1,000.00	100.00 %
3-5446 Postage/Printing Summer	510.30	500.00	-10.30	-2.06 %
3-5447 Travel Summer		300.00	300.00	100.00 %
3-5448 LOC Summer Wells/Jordan Sch	512.50	1,000.00	487.50	48.75 %
3-5450 Speaker Summer	500.00	7,500.00	7,000.00	93.33 %
<b>Total 3-5440 Summer Conference</b>	<b>20,840.09</b>	<b>44,800.00</b>	<b>23,959.91</b>	<b>53.48 %</b>

# Oregon City/County Management Association

## Budget vs. Actuals: OCCMA FY 2021 - FY21 P&L

January - September, 2021

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
3-5600 NW Women Academy				
3-5601 LOC Admin Svcs NWWLA	2,500.00	2,500.00	0.00	0.00 %
3-5602 Other Administration	8,891.58	12,500.00	3,608.42	28.87 %
<b>Total 3-5600 NW Women Academy</b>	<b>11,391.58</b>	<b>15,000.00</b>	<b>3,608.42</b>	<b>24.06 %</b>
<b>Total 3-5100 Conferences</b>	<b>32,231.67</b>	<b>70,300.00</b>	<b>38,068.33</b>	<b>54.15 %</b>
3-6000 Operations Expense				
3-6001 LOC Services	19,312.47	28,000.00	8,687.53	31.03 %
3-6016 Board Functions		5,000.00	5,000.00	100.00 %
3-6020 Coaching Program	2,850.00	1,000.00	-1,850.00	-185.00 %
3-6021 Conference Calls		100.00	100.00	100.00 %
3-6027 Marketing/Supplies		5,000.00	5,000.00	100.00 %
3-6033 Miscellaneous	246.16	1,500.00	1,253.84	83.59 %
3-6034 Miscellaneous Credit Card Exp	2,582.01	2,000.00	-582.01	-29.10 %
3-6036 National/Committee Travel	0.00	1,500.00	1,500.00	100.00 %
3-6039 Newsletter		2,500.00	2,500.00	100.00 %
3-6042 Postage		400.00	400.00	100.00 %
3-6045 Printing, Fax		300.00	300.00	100.00 %
3-6051 Scholarships Charlie Henry	393.16	3,000.00	2,606.84	86.89 %
3-6054 Senior Advisor	1,762.02	14,000.00	12,237.98	87.41 %
3-6057 Web Support		1,500.00	1,500.00	100.00 %
3-6058 Audit		7,500.00	7,500.00	100.00 %
3-6059 Sponsorship of Other Organizations		2,000.00	2,000.00	100.00 %
3-6090 Contingency	81,901.00	81,901.00	0.00	0.00 %
<b>Total 3-6000 Operations Expense</b>	<b>109,046.82</b>	<b>157,201.00</b>	<b>48,154.18</b>	<b>30.63 %</b>
<b>Total Expenses</b>	<b>\$141,278.49</b>	<b>\$227,501.00</b>	<b>\$86,222.51</b>	<b>37.90 %</b>
<b>NET OPERATING INCOME</b>	<b>\$ -30,087.02</b>	<b>\$ -83,501.00</b>	<b>\$ -53,413.98</b>	<b>63.97 %</b>
<b>NET INCOME</b>	<b>\$ -30,087.02</b>	<b>\$ -83,501.00</b>	<b>\$ -53,413.98</b>	<b>63.97 %</b>

**OCCMA HOST COMMITTEE  
2021 Budget**

	2020 Sept YTD	2020 BUDGET	2020 Estimate Year End	2021 Proposed BUDGET	2021 Approved BUDGET	September Year to Date
<b>Income</b>						
3-4900 · Revenue				81,901	81,901	81,901
3-4900 · Sponsors				90,000	90,000	94,500
<b>Total Income</b>	0	0	0	171,901	171,901	176,401
<b>EXPENSE</b>						
3-6250 · ICMA Conference Portland	2,449	0	2,449	229,452	229,452	4,396
<b>Total Expenses</b>	2,449	0	2,449	229,452	229,452	4,396
<b>Net Income (Loss)</b>	(2,449)	0	(2,449)	(57,551)	(57,551)	172,005
<b>Fund Balance, beginning year</b>	-	-	-	57,551	57,551	57,551
<b>Net Income (Loss)</b>	(2,449)	(2,449)	(2,449)	(57,551)	(57,551)	
<b>Fund Balance, end of year</b>	(2,449)	(2,449)	(2,449)	-	-	57,551

**OCCMA HOST COMMITTEE**

Beginning Cash	0	57,551	57,551	57,551	57,551
Transfers from OCCMA	57,551	0	0	0	
<b>Total Ending Cash</b>	<u>57,551</u>	<u>57,551</u>	<u>0</u>	<u>0</u>	<u>229,556</u>



# OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**

**To:** OCCMA Membership Meeting  
**From:** Steve Powers, OCCMA President  
**Date:** October 11, 2021  
**Subject:** President's Report

---

We did it! There was a shared sigh of relief and happiness on Wednesday at the conclusion of the 2021 ICMA Annual Conference. After five years of planning, over 70 committee or sub-committee meetings, and weeks of confirming the final pieces, our hosting contributed to a great conference. We have set a high standard for future host committees. Top this Ohio!

More than well-earned hyperbole, Portland 2021 was the best ICMA conference ever because we had the honor of hosting ICMA's restart. There were over 2500 on-site attendees. The joy of being back together in person was obvious throughout the Oregon Convention Center, conference hotels, and venues.

Portland 2021 was also the best because Jeff Towery, ICMA's President Elect, was introduced to the world. Having Jeff begin his transition to ICMA president in Oregon was very cool. As mentioned by Spencer Nebel, Jeff could not have planned his ascension to the presidency any better. Jeff was OCCMA President when we decided to pursue hosting the 2021 conference.

Any initiative starts with excitement and enthusiasm from many and ends with the heavy lifting of a few. ICMA was astonished by the number of volunteers on our host committee. In the end, a few people really came through to ensure OCCMA met our host responsibilities.

Spencer Nebel, Eileen Stein, and Joe Gall, the host committee co-chairs, kept us on track. They were extraordinarily communicative with the OCCMA board, OCCMA members, and with ICMA. Their steady leadership during the days when we weren't sure there was going to be an in-person conference kept me calm. They never wavered from "We got this!"

Sara Singer Wilson and Cate Schneider, co-chairs of the athletic event subcommittee, delivered a successful 5 k run, an ICMA tradition, and added new, Oregon-centric activities. Yoga with goats will be part of ICMA lore for years.

Jeff Towery and Martha Bennett made sure that Sunday's opening event had local talent and was respectful to those that were here before us, specifically the Confederated Tribes of the Grand Ronde.

Kelsey Lewis rocked the volunteer subcommittee. And Thank You to the volunteers. Every shift was covered! From host lounge maestro Ray Towry to the human Wikipedias at the information tables, no question went unanswered. The answer may not have been correct, but we gave an answer. Also thank you to Jeanna Troha for her work on the field demonstrations.

Angela Speier and Christy Wurster kept watch to ensure the convention center met our needs and that the 200 dozen Voodoo Donuts arrived.

Oregon was well represented at the conference. Tanya Ange shared Washington County's equity work. Patty Mulvihill, LOC legal counsel, joined ICMA at a session on ethics and shared examples of violations from her previous local government employment in Indiana. Wes Hare and Bill Monahan contributed during a session on ICMA's international work on how ICMA members can participate in helping cities develop local democracy. ICMA West Coast VP Peter Troedsson provided ICMA updates and facilitated roundtable discussions.

A bonus for me was being invited as OCCMA President to talk with a subcommittee of the Portland Charter Review Commission. I joined Dr. Scott Lazenby, Portland State University, and ICMA, in advocating for professional local government.

At the ICMA West Coast regional meeting, our ICMA VP, Peter Troedsson, shared that ICMA is evaluating its dues structure, with an emphasis on reducing the burden on small cities and counties. The ICMA board will be receiving a consultant's report in December. A theme at the regional meeting, and throughout the conference, was the increasing lack of civility and immediate aggressive disagreement on all issues. Burn-out is a concern and ICMA was asked to consider how ICMA can help its members during this stressful and unhealthy times.

The ICMA board is conducting a review of the ICMA Code of Ethics through an equity lens. As OCCMA has adopted, and we have each agreed to follow the code of ethics as a condition of our OCCMA membership, we will be monitoring ICMA's work. Look for opportunities through ICMA or at future OCCMA and Northwest Regional meetings.

ICMA is calling for nominations to serve on the executive board. The deadline to submit your interest is October 26, 2021. If interested, contact Peter Troedsson, Tanya Ange, Jeff Towery, or Martha Bennett. Each is a current or past ICMA vice president.

Beyond hosting the best conference in the history of ICMA, OCCMA got a few other things done. All our work, with considerable help from LOC staff, notably Christy Wurster and Angela Speier, is done by us, by volunteers. My thanks to each of you for your dedication to our profession and for your commitment to help.

OCCMA has entered a contractual relationship with the Local Government Hispanic Network, an ICMA affiliate, with the mission of promoting opportunities for Latina and Latino members and to improve our communities' relationships with Hispanic residents. My thanks to Ameresco for supporting the Oregon Latinos in Local Government, our chapter of the LGHN.

We solidified our relationship with the Northwest Women's Leadership Academy to ensure this vital development opportunity for women managers and managers in training continues. Resource X will be financial supporter of the Academy.

For our Summer Conference Susie Marston and the Professional Development Committee put together an outstanding program of practical knowledge and aspirational development. I appreciated the mix of learning from my Oregon peers and from the keynote presenters. The round robin was expertly moderated by Eileen Stein, Portland State University's Local Government Advisory Chair. The sponsorship support from the Lane Council of Governments, Local Government Personnel Services, City County Insurance Services, Merina + Co., and COMCAST helped us learn and reconnect. Also assisting our association were Ameresco, Beery Elsner & Hammond, Elaine Howard, Jensen Strategies, Periscope Holdings/Oregon Busy, PGE, and SGR.

The Ethics Committee has had a busy year. While ethical lapses are unfortunate, diligent investigating and enforce are foundations to maintaining our profession's integrity and public confidence.



We modified OCCMA bylaws, policy, and dues form to help ensure members understand what they are agreeing to when they join OCCMA and the consequences for violating the code of ethics. These changes protect OCCMA against defamation claims by making prospective members aware of the possibility that they can face public censure for ethics violations. The dues form has been revised so members acknowledge agreeing to abide by the Code of Ethics as enforced by the Article 11 of the OCCMA bylaws. This is important because it bridges the gap between the code of ethics and the types of enforcement that are imposed for unethical conduct. By making it clear to new members that they can be publicly reprimanded, OCCMA protects itself against claims of defamation later.

We clarified with LOC our understanding of the process for OCCMA members to serve on the LOC Board of Directors.

OCCMA has rejoined the ICMA Coaching Program.

Nina Vetter will be OCCMA's representative of the 2022 ICMA Conference Planning Committee.

I remain humbled by your confidence in me to represent OCCMA. I was honored to welcome our ICMA colleagues to Oregon. Thank you.

ICMA Portland 2043!



# OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**

**To:** OCCMA Membership Meeting  
**From:** Angela Speier, Project & Program Coordinator  
**Date:** October 21, 2021  
**Subject:** 2022 OCCMA Board Calendar

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This is a list of tentative/proposed dates some of which are set by the bylaws and policies.

**January 28\***

OCCMA Board of Directors Meeting  
Location: Virtual

**March 18**

OCCMA Board of Directors Meeting  
Location: Skamania Lodge, Stevenson, Washington

**July 22**

OCCMA Board of Directors Meeting  
Location: Eagle Crest, Redmond

**September 1\***

OCCMA Board of Directors Meeting to determine Board of Directors Nominations  
Location: Virtual

**October 4**

OCCMA Board of Directors Meeting  
Location: Riverhouse, Bend LOC Conf

**October 5**

OCCMA Annual Membership Meeting  
Location: Riverhouse, Bend LOC Conf

**November 17-18**

OCCMA Board of Directors Retreat  
Location: Oregon Gardens, Silverton

\*These dates are tentative.



# OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**

**To:** OCCMA Membership  
**From:** Angela Speier, Project and Program Coordinator  
**Date:** October 21, 2021  
**Subject:** OCCMA Lifetime Membership – Dale Schafer

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Under Article IV Section 8 of the OCCMA Bylaws, “lifetime membership shall represent the highest honor afforded to retired members. Lifetime members shall be chosen because of distinguished service in the field of city or county management during his or her management career and lasting and meaningful contributions to the OCCMA and the profession of local government management.” The OCCMA Board of Directors received a nomination for Dale Schafer to receive lifetime membership to the Oregon City/County Managers Association. Dale enjoyed a successful career in municipal government for over 30 years; retiring at the end of June 2021. During her career in local government, she served the communities of Athena and Nehalem. The nomination letter submitted by Steve Powers, Susie Marston, and Christy Wurster is attached to this memo.

On July 6, 2021 the board unanimously agreed to recommend to the membership that Dale Schafer be granted Lifetime Membership in the association.

### **Recommended Motion**

**I move that lifetime membership to the Oregon City/County Managers Association be granted to Dale Schafer for her distinguished service in city management and her lasting and meaningful contribution to the Oregon City/County Management Association during her city management career.**

July 5, 2021

To: OCCMA Board of Directors

Re: OCCMA Lifetime Membership Nomination - Dale Shafer

Please accept this letter as our nomination of Dale Shafer for a lifetime membership in OCCMA.

Dale enjoyed a successful career in municipal government for over 30 years; retiring at the end of June 2021. She began her career in government in 1979 as the City Clerk for the City of Athena. In 1987 she advanced in Athena to the role of City Administrator, with the responsibilities of the City Recorder, Treasurer, City Planner and Municipal Judge.

After a brief return to the private sector and successful career in real estate, Dale returned to local government, joining the City of Nehalem as the City Recorder in 2011. In 2012, she stepped seamlessly into the role of City Manager/Recorder.

Throughout her career, Dale has been dedicated to service to the profession. Her contributions to OCCMA include service on the OCCMA Board of Directors and several committees, including the Host Committee for the upcoming ICMA Conference to be held in Portland, Oregon. In addition, Dale was a member of the Oregon Association of Municipal Recorders (OAMR) where she also served on the Board of Directors, including President, as well as several committees. Dale also was awarded OAMR's President's Award of Distinction in 2020.

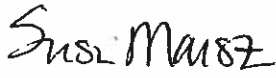
Dale also served on the following professional committees associated with her service as a City Manager:

Local Government Personnel Institute Advisory Committee/Small Cities Representative  
Energy Deregulation Committee  
PERS Advisory Committee  
Small Cities Planning Commission

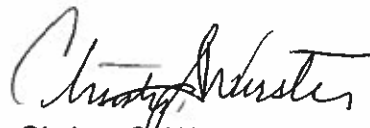
We encourage your recommendation for Dale's lifetime membership in OCCMA.



Steve Powers  
City Manager  
City of Salem



Susie Marston  
City Manager  
City of Gervais



Christy S. Wurster  
Operations Director  
League of Oregon Cities



# OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**

**To:** OCCMA Membership  
**From:** Spencer Nebel, Chair of the Bylaws Committee  
**Date:** October 8, 2021  
**Subject:** OCCMA Annual Membership – Bylaws Amendments

---

Under Article 14 of the Oregon City/County Management Association Bylaws, the bylaws may be amended or repealed by a two-thirds vote of the active members of the Association present at the annual meeting, provided proper notice of the membership meeting has been provided in accordance with Article 5 Section 2. of the OCCMA Bylaws. The OCCMA Board of Directors is recommending that the membership consider two changes to the bylaws at the annual meeting, which will be held on October 21, 2021. Notice has been given in accordance with the bylaws of these amendments.

#### **Article 4 Membership**

The OCCMA Board of Directors is recommending that the membership consider changes to Article 4 Membership, Section 2. ACTIVE MEMBERS.

This change is part of OCCMA's efforts to parallel ICMA's policies for members in transition. The first recommended change is extending the time that a member may retain active membership from two years to three years, provided that they are actively seeking other eligible employment in Oregon. Furthermore, the amendment eliminates the requirement that members in transition continue to pay dues to OCCMA during this time. A copy of the change is attached for your review.

#### **Recommended Motion**

The OCCMA Board recommends the following motion:

**I move to amend Article 4 Membership, Section 2. ACTIVE MEMBERS to extend active membership from two years to three years and to waive dues for up to three years while an OCCMA member remains in transition and actively pursuing other eligible employment in Oregon.**

#### **Article 11 Code of Ethics**

Article 11 Code of Ethics Sections 1. ICMA CODE OF ETHICS and Section 2. DISCIPLINARY ACTION are proposed to be amended by the OCCMA Board of Directors. Two changes were suggested to the bylaws by Colton Totland, Honors Attorney for the League of Oregon Cities, that resulted from his review of OCCMA's Ethics, Policies and Procedures. In Section 1, there are a number wording clarifications, including that only active members are required to submit for peer-to-peer review for any allegations of unethical behavior. This was not

clearly defined in the existing bylaws. The second item is in relationship to disciplinary action and adds the language “disciplinary action may include public censure where notice is given to other members of OCCMA, the governing bodies of appropriate cities and counties, and/or news media outlets that a violation of the code has taken place, and that OCCMA strongly disapproves of such conduct.”

Overall, the changes to Article 11 do not have a significant impact on our operational processes. The Bylaws Committee will be reviewing our policies regarding the administration of the Code of Ethics later this year.

**Recommended Motion**

**I move to amend Article 11 Code of Ethics Sections 1 ICMA CODE OF ETHICS; and Section 2 DISCIPLINARY ACTION clarifying that only active members are required to submit to peer-to-peer review of any allegations of unethical behavior, and that disciplinary action may include public censure where a notice is given to other members of OCCMA governing bodies of the appropriate cities and counties, and/or news media outlets that a violation of the code has taken place and that OCCMA strongly disapproves of such conduct.**

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "S. Nebel", is written above the printed name.

Spencer Nebel  
Chair  
Bylaws Committee

## Draft Bylaws Changes

### ARTICLE 4 Membership

Section 2. ACTIVE MEMBERS: Any person who is an appointed manager or administrator, or an assistant city or county manager or administrator, or an assistant to a manager or administrator of a general purpose local government or council of governments in the State of Oregon, or a corporate member of the International City/County Management Association who serves in Oregon, or while in transition from such a position and actively pursuing other eligible employment in Oregon, shall be eligible for active membership in the Association. Active members shall comply with the ICMA Code of Ethics and the Declaration of Ideals. Any active member of this Association, who has resigned or been removed from a position in local government, may retain active membership status for a period of ~~two~~ three years, or for a longer period if authorized by a majority vote of the Board. Annual membership dues will be waived for up to three years while the member remains in transition and actively pursuing other eligible employment in Oregon. provided the member continues to pay dues. If it is shown to the satisfaction of the Board that the member's resignation or removal was for a cause that violates the ethical standards of the International City/County Management Association, the membership in the Association ~~shall~~ may be terminated immediately by the Board. The Board may consider requests for refunding dues. The decision of the Board shall be final.

### ARTICLE 11 Code of ~~Ethics~~ Ethics

~~Section~~ Section 1. ICMA CODE OF ETHICS: The association has adopted the ICMA Code of Ethics as a requirement to maintain Active Member status ~~in to~~ the Oregon City/County Management Association. All active members are required to govern their conduct in accordance ~~with to~~ the ICMA Code and its associated guidelines. Active members are further required to submit to and will submit prior to a peer-to-peer review of for any allegations of unethical behavior.

Section 2. DISCIPLINARY ACTION: The Board shall have the authority to take disciplinary action, up to and including expulsion from the Association, against any member which, in its judgement, may be appropriate in order to maintain the professional standards of the Association. Disciplinary action may include public censure wherein notice is given to other members of OCCMA, the governing bodies of appropriate cities and counties, and/or news media outlets that a violation of the code has taken place and that OCCMA strongly disapproves of such conduct.



# OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**

**To:** OCCMA Membership  
**From:** Spencer Nebel, Chair of the Bylaws Committee  
**Date:** October 8, 2021  
**Subject:** Report on Changes to the OCCMA Policy Annex

---

Article 6 "Office and Terms of Office", Section 6. PROMULGATION OF POLICIES provides that the OCCMA Board of Directors is empowered to enact the policies from time to time to govern the operations of the Association. Policies are enacted by two-thirds vote of the Board members present at a regular meeting after they have been introduced at a previous Board meeting. Notice is also provided to the OCCMA membership regarding proposed bylaw changes. The OCCMA Board is scheduled to approve the attached policy at the October 20 Board of Directors Meeting. This policy compiles the various processes and services offered by OCCMA to managers in transition.

The bylaws provide that any modifications of the rules during the year will be presented to the general membership at the annual meeting. Policy changes can be repealed by the membership by making a motion that motion would require support if a majority of members vote to repeal that policy, that policies would be repealed

### **Recommended Motion**

None.

### **Alternative Motion**

If the membership wishes to repeal Article 10 - Managers in Transition, the following motion would be made.

**I move to repeal Article 10 – Managers in Transition.**

Respectfully Submitted,

Spencer Nebel  
Chair  
Bylaws Committee

Attached: Policy



## Article 10- Managers in Transition

### SECTION I- MEMBERS IN TRANSITION:

OCCMA provides that active members who have resigned or been removed from a position in local government, may retain Active Membership in accordance with Article 4 Section 2 of the Bylaws subject to provisions in the bylaws.

### SECTION II - OCCMA CONFERENCES AND TRAINING SESSIONS:

Registration fees for conferences and training sessions offered by OCCMA will be waived for active members who are in transition at the time of registration for that OCCMA conference or event.

### SECTION III - TRAVEL AND LODGING STIPEND:

Active members in transition who are appointed to an ICMA Committee may request reimbursement of travel expenses from the Board to attend meetings on behalf of OCCMA.

### SECTION IV - SENIOR ADVISORS:

Active members in transition will be contacted by a senior advisor upon notice of separation from their employer. A senior advisor will be assigned to contact the member in transition on a monthly basis to offer advice and guidance during the transitional time.

### SECTION V - COUNSELING SERVICES

OCCMA will provide up to three visits to a pre-selected counseling service for managers in transition.

### SECTION VI - REPUTATION MANAGEMENT SERVICES:

OCCMA offers reputation management services to its members. OCCMA provides online reputation management services to prevent and repair threats to a manager's online reputation. The OCCMA will provide a reduced cost of fees for these services.



# OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**

**To:** OCCMA Membership  
**From:** Spencer Nebel, OCCMA Nominating Committee Chair  
**Date:** October 8, 2021  
**Subject:** Report from the OCCMA Nominating Committee for the 2022 Slate of Officers

---

Article 7- "Nomination, Election of Officers and Directors, and Removal from Office" outlines the process for electing Board members to the OCCMA Board of Directors. Under the bylaws, the president's position is filled by the previous president-elect, and the immediate past president shall be filled by the previous president. The secretary-treasurer shall be the executive director of the League of Oregon Cities, or designee.

The Nominating Committee has met and presented the recommended slate of officers to the OCCMA Board of Directors at the September 21 Special Board of Directors meeting. The Board approved the Nominating Committee's report and referred this slate of officers to the membership for a vote at the Annual Membership meeting. Nominations from the floor of qualified members for election will be considered in addition to the proposed slate of candidates.

The Annual Membership meeting will be held on October 21, 2021 at 11:30 AM.

At this meeting, President Steve Powers will ask for the report of the Nominating Committee. After this report, he will ask if there are any nominations from the floor. Motions will be requested from the membership as follows:

**I move that nominations to the OCCMA Board of Directors be closed.**

If this motion passes, President Steve Powers will then ask for a vote of the members in support of the slate of candidates.

In the event that a nomination(s) is made from the floor, then there will be a vote for either the president elect (if the nomination was for president elect) or for the Board of Directors (if the nomination was to the Board). The candidate receiving the highest vote total would be elected as President-elect, or the three candidates receiving the highest number of votes would then be elected by ballot to the Board.

The nominees to the OCCMA Board of Directors are as follows:

**President-elect:** Scott Derickson, City Manager of Woodburn.

**Board of Directors (term expires 2024):** Aaron Palmquist, City Manager of Irrigon.  
Andy Varner, City Manager of North Plains.  
John Walsh, City Manager of St. Helens.

I would like to express appreciation to Rachael Fuller and Dan Huff for serving with me on the 2021 Nominating Committee.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "D. Pugh".

Chair

OCCMA Ethics Committee



**OCCMA**  
**Oregon City/County**  
**Management Association**  
A State Affiliate of **ICMA**

To: OCCMA Board of Directors  
From: Spencer Nebel, OCCMA Nominating Committee Chair  
Committee members Rachael Fuller and Dan Huff  
Date: September 3, 2021  
Subject: Nominating Committee Report – 2022 Slate of Officers Proposed

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OCCMA received nine applications, listed in the table below, to fill three available 3-year board positions and the President-Elect position. Retiring board members include:

- Aaron Palmquist, City Manager, Irrigon (2021)
- Brian Sjothun, City Manager, Medford (2021)
- John Walsh, City Administrator, St. Helens (2021)

Name	Role	Organization	Population	Region	Position Sought
Keith D. Campbell	City Manager	Stayton	7,880	3	Director
Andy Varner	City Manager	North Plains	3,360	2	Director
Brian Latta	City Manager	Dallas	16,555	3	Director
John Walsh	City Administrator	St. Helens	13,915	1	Director
Michael Thomas	City Manager	Amity	1,705	3	Director
Rochelle Roaden	City Manager	Dayton	2,745	3	Director
Tom Pessemier	City Manager	Independence	9,675	3	Director
Aaron Palmquist	City Manager	Irrigon	2,040	11	President-Elect
Scott Derickson	City Manager	Woodburn	25,185	3	President-Elect

The OCCMA Nominating Committee met on Friday, August 13 and September 3 to review applications. In keeping with prior board discussions, the Committee wished to advance a slate of candidates who would offer greater diversity on the board in terms of city size, organizational role, gender, and geographic region. The biggest challenge the OCCMA Nominating Committee had was addressing geographic diversity issues relating to the nominations received to serve on the Board. Of the nine applicants to serve on the Board 5 members were from LOC Region 3. Four of the Board members who will continue serving are also from LOC Region 3. While there were many strong candidates who had applied, the Nominating Committee felt that geographic diversity is critical for a well-functioning board.

After careful deliberation, the Nominating Committee is recommending the following slate of officers.

**President-Elect:** Scott Derickson

**Directors:** Aaron Palmquist (2024), Andy Varner (2024), John Walsh (2024)

Continuing Board Members include:

- **President:** Susie Marston, City Manager, Gervais
- **Past President:** Steve Powers, City Manager, Salem
- **Directors:**
  - Dan Huff, City Manager, Molalla (2022)
  - Heidi Bell, City Manager, Donald/Sheridan (2022)
  - Adam Brown, City Manager, Ontario (2023)
  - Racheal Fuller, City Manager in Transition (2023)
  - Zoe Monahan Mombert – Assistant to City Manager, Wilsonville (2023)

- **Secretary-Treasurer:** Mike Cully, Executive Director, League of Oregon Cities

Please note that John Walsh was serving a partial term that expires in December 2021. It has been a tradition to nominate an individual serving a partial term to a full term. Aaron Palmquist will have served a complete term and is eligible for a second term. Aaron applied for the President-Elect position but is willing to stay on the Board for a second term representing Eastern Oregon. Even though we had 9 applications to serve on the Board of Directors, of the 12 LOC Regions, 6 have no representation on the Board. Furthermore, there are no southern Oregon representatives or coastal representatives on the proposed board. Recruiting candidates from these regions should be a focus for next year's nomination process.

Potential Motion

"I move to approve the slate of candidates as recommended by the Nominating Committee to the membership."



# OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**

**To:** OCCMA Membership  
**From:** Spencer Nebel, Chair, OCCMA Ethics Committee  
**Date:** October 8, 2021  
**Subject:** Report from the OCCMA Ethics Committee

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The Ethics Committee has had a busy year in 2021. There were three ethics complaints that were received during this year. One was of an ICMA member which was self-reported to ICMA by City Manager, Chris Eppley. The ICMA Board issued a public censure for conduct in violation of Tenet 3 of the ICMA Code of Ethics for violating city policy regarding firearms.

In addition, the OCCMA Board is currently reviewing an investigation report completed by the Ethics Committee on a complaint filed in 2020. Finally, a third complaint against an OCCMA member has been recently received and is currently being evaluated.

Code of Ethics violations are handled in several ways for OCCMA members. If the violation involves a complaint against an ICMA member, then the investigation is completed by ICMA with the assistance of a Fact-Finding Committee appointed by the OCCMA president. OCCMA has a parallel process for investigating and adjudicating complaints of possible violations of the code by OCCMA members who are not ICMA members. Investigations are completed and handled through our Ethics Committee. At the conclusion of the review process, cases may be closed where no violation has been determined, a private censure may be issued for ethics violations, a public censure may be issued, and/or OCCMA may expel, bar, or revoke membership for a violation of the Code of Ethics. This process is a confidential process unless it is determined that the appropriate action is a public censure, or revocation of OCCMA membership.

As members of OCCMA, we commit ourselves to follow the ICMA Code of Ethics in our day-to-day activities. As a member of OCCMA, we also agree to submit to peer-to-peer reviews of any complaints received about our actions that may be in violation of the Code. If a complaint is received on a member regarding a possible code violation, we do ask for your full cooperation in completing an investigation and resolving any complaints that are received through this process. The peer review is done on a volunteer basis by your colleagues at OCCMA. When being reviewed by your peers, forthright and speedy responses help keep the process moving forward.

Finally, we will be reviewing the provisional policy relating to OCCMA's ethics procedures for discussion at the November OCCMA retreat.

Respectfully submitted,

Chair  
OCCMA Ethics Committee



# OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**

Date: October 11, 2021

To: OCCMA Board of Directors

From: Susie Marston, Chair of Support for Managers Committee

Re: OCCMA Annual Membership Meeting - Support for Managers Committee Report

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The Support for Managers Committee is made up largely of Oregon's eight senior advisors. We are also joined by Greg Bielawski, ICMA Senior Advisor Program Coordinator, Pat Martel, ICMA West Coast Region Director, Eileen Stein and Sherilynn Lombos. We meet once a month on Zoom.

During the year, the "Managers on the Move" list was resurrected and has been a very useful tool for the Senior Advisors to use in their work of being available and offering support to managers in their region.

Senior Advisor, Dave Waffle, took the lead in developing a welcome packet for those administrators who are new to Oregon local government management. It is also a nice resource for anyone looking for a refresher and simply seeking information. It is called "Welcome to Oregon Local Government Management" and is available on the home page of the OCCMA website. In it, you will find information on OCCMA, LOC, ICMA and the Senior Advisor Program. There are also website links for information on Oregon Budget Law and Oregon Land Use Planning.



## OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**



**Welcome to Oregon Local  
Government Management**

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# OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**

Date: October 11, 2021  
To: OCCMA Board of Directors  
From: Susie Marston, Chair of Professional Development Committee  
Re: OCCMA Annual Membership Meeting – Professional Development Committee Report

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For 2021, the Professional Development Committee consists of the following members:

Aaron Palmquist, Irrigon	Dan Huff, Molalla
Dan Weinheimer, Newberg	Eileen Stein, Clackamas County
Kristie Hammitt, Eugene	Masami Nishishiba, PSU
Phil Cooper, PSU	Sara Singer Wilson
Zoe Monahan-Mombert, Wilsonville	

The Professional Development Committee is responsible for planning the Annual Summer Conference, the OCCMA Fall Workshop and in the years where Oregon hosts, the NW Regional Conference.

Up until March, we weren't sure what form the Annual Summer Conference was going to take. After a few meetings with Mt Bachelor Village to learn and understand their safety protocols during COVID and our options of either postponing or holding the conference, the PDC felt comfortable in making a recommendation to the OCCMA Board to hold the conference in person. In March, the OCCMA Board agreed to move forward with an in-person summer conference. From that point, the PDC worked quickly and met often to focus on providing a conference with the goals of scaling the sessions back and providing more networking opportunities because we understood that most attendees were really ready to be back together again. In all of our planning, our primary goal was to make the safety of all attendees the top priority. The conference was well attended and there was an overwhelming amount of positive feedback. We are thankful for that short window of opportunity and for the Board's confidence that the conference could be done safely.

Next up...OCCMA Fall Workshop. As our committee started making plans for the OCCMA Fall Workshop at the LOC Conference, we learned that the LOC made a difficult decision to cancel this year's conference. Once again, the OCCMA Board considered options at a September 21 board meeting and decided to schedule the workshop during the 2022 NW Regional Conference at Skamania Lodge. The committee will continue to plan for this workshop.

In closing, I extend a huge thank you to all of the committee members, the OCCMA Board for their support of the committee's efforts and Lisa Trevino and Christy Wurster of LOC for their work in coordinating and pulling things together in the final hours of the summer conference planning. I'm glad that together we were able to provide professional development opportunities in these challenging times. It has been a pleasure serving as Chair of this committee.

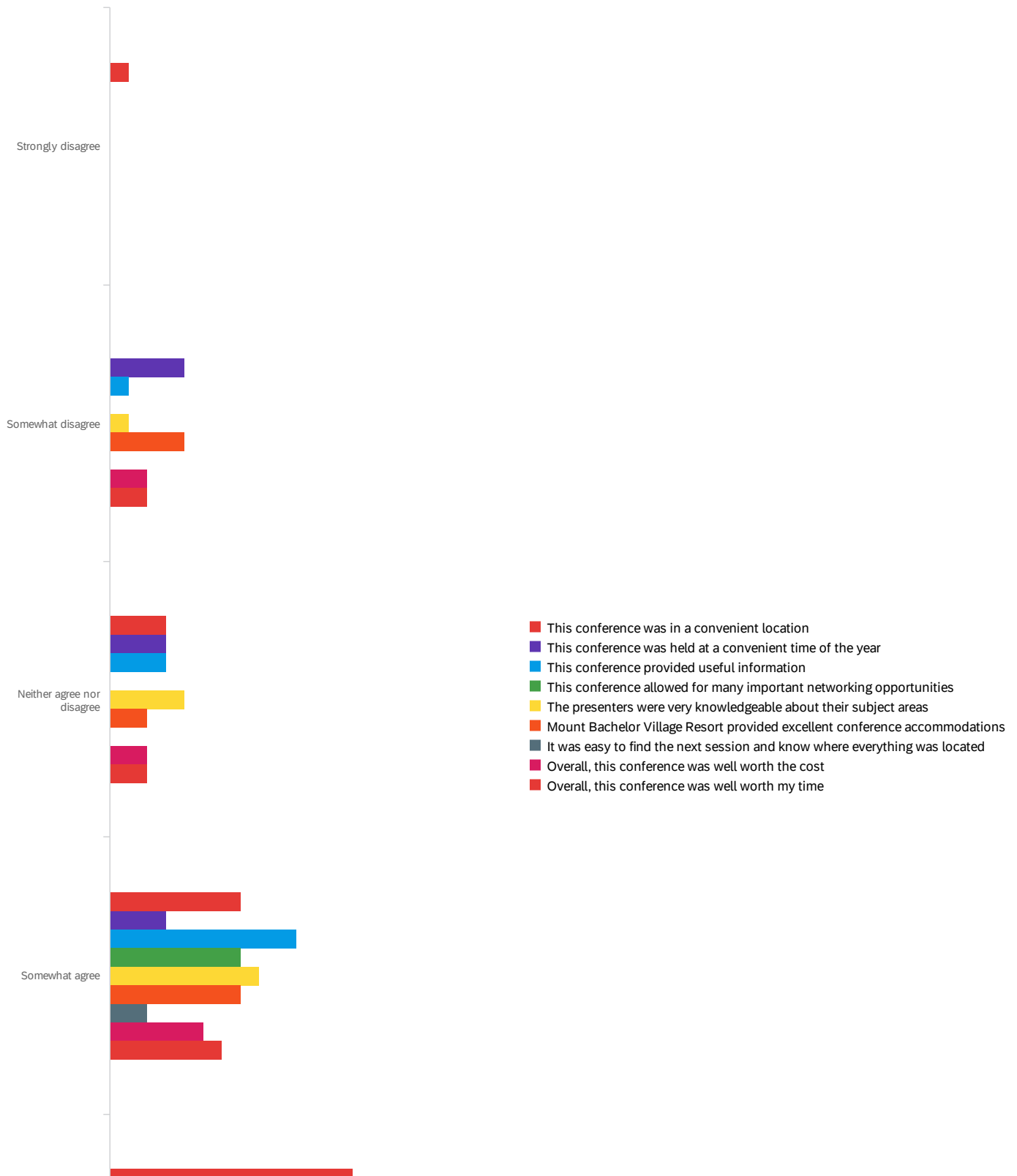


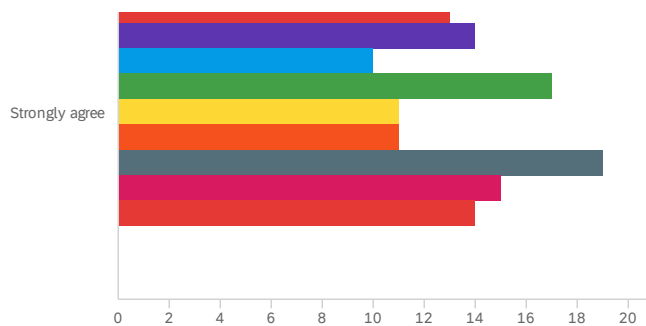
# Default Report

2021 OCCMA Summer Conference Evaluation

September 29, 2021 3:52 PM MDT

Q1 - Please evaluate the following statements about the conference:





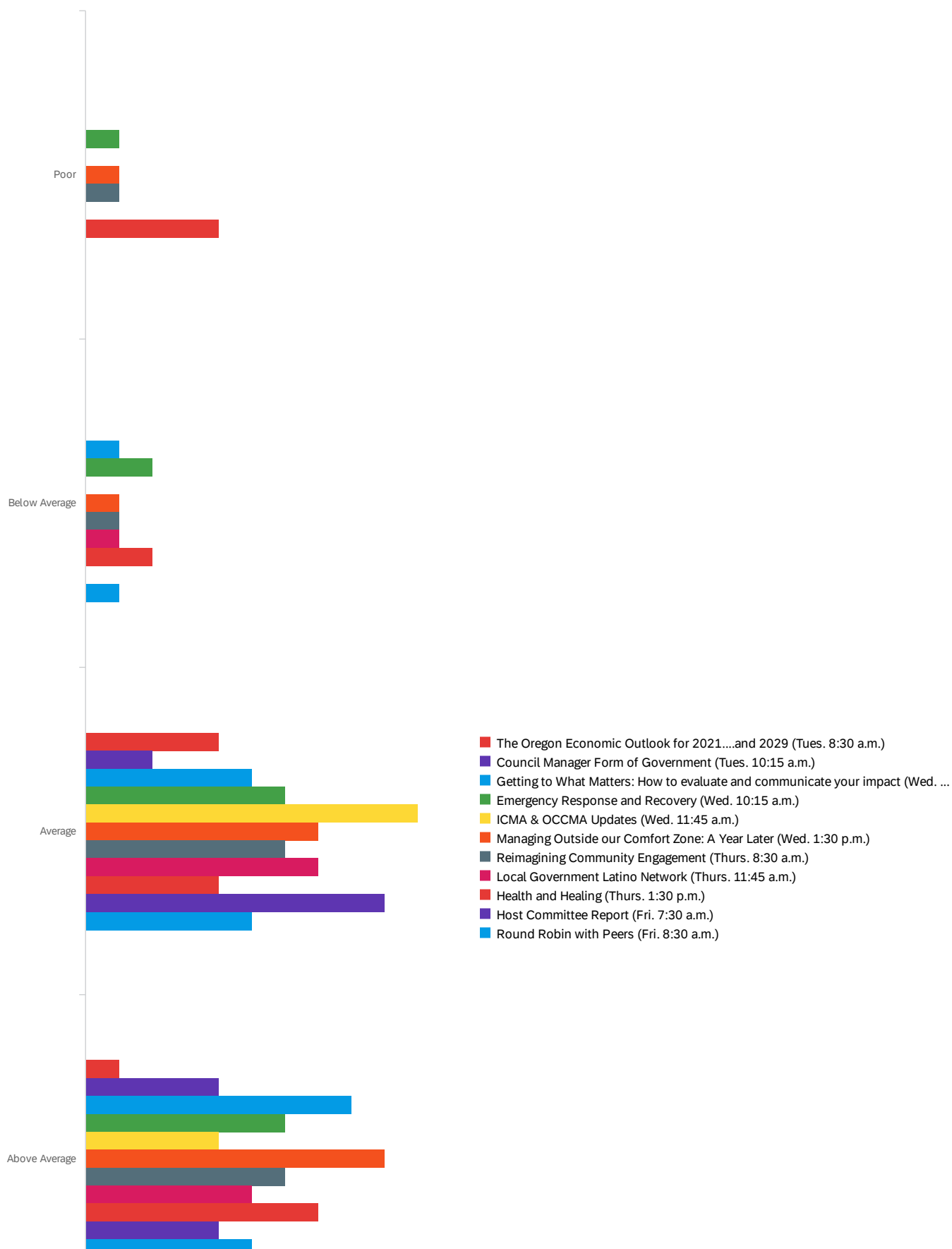
#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	This conference was in a convenient location	1.00	5.00	4.29	0.98	0.96	24
2	This conference was held at a convenient time of the year	2.00	5.00	4.13	1.17	1.36	24
3	This conference provided useful information	2.00	5.00	4.21	0.82	0.66	24
4	This conference allowed for many important networking opportunities	4.00	5.00	4.71	0.45	0.21	24
5	The presenters were very knowledgeable about their subject areas	2.00	5.00	4.21	0.87	0.75	24
6	Mount Bachelor Village Resort provided excellent conference accommodations	2.00	5.00	4.04	1.10	1.21	24
7	It was easy to find the next session and know where everything was located	4.00	5.00	4.90	0.29	0.09	21
8	Overall, this conference was well worth the cost	2.00	5.00	4.38	0.95	0.90	24
9	Overall, this conference was well worth my time	2.00	5.00	4.33	0.94	0.89	24

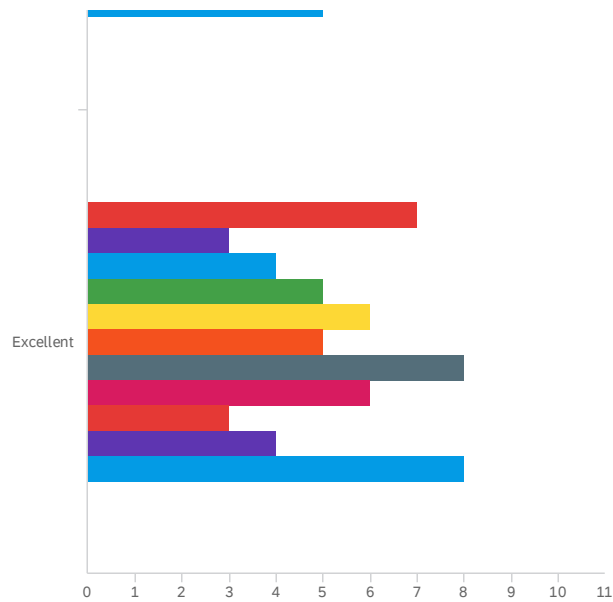
#	Field	Strongly disagree		Somewhat disagree		Neither agree nor disagree		Somewhat agree		Strongly agree		Total
1	This conference was in a convenient location	4.17%	1	0.00%	0	12.50%	3	29.17%	7	54.17%	13	24
2	This conference was held at a convenient time of the year	0.00%	0	16.67%	4	12.50%	3	12.50%	3	58.33%	14	24
3	This conference provided useful information	0.00%	0	4.17%	1	12.50%	3	41.67%	10	41.67%	10	24
4	This conference allowed for many important networking opportunities	0.00%	0	0.00%	0	0.00%	0	29.17%	7	70.83%	17	24
5	The presenters were very knowledgeable about their subject areas	0.00%	0	4.17%	1	16.67%	4	33.33%	8	45.83%	11	24
6	Mount Bachelor Village Resort provided excellent conference accommodations	0.00%	0	16.67%	4	8.33%	2	29.17%	7	45.83%	11	24

#	Field	Strongly disagree		Somewhat disagree		Neither agree nor disagree		Somewhat agree		Strongly agree		Total
7	It was easy to find the next session and know where everything was located	0.00%	0	0.00%	0	0.00%	0	9.52%	2	90.48%	19	21
8	Overall, this conference was well worth the cost	0.00%	0	8.33%	2	8.33%	2	20.83%	5	62.50%	15	24
9	Overall, this conference was well worth my time	0.00%	0	8.33%	2	8.33%	2	25.00%	6	58.33%	14	24

Showing rows 1 - 9 of 9

### Q3 - Please evaluate the conference sessions:



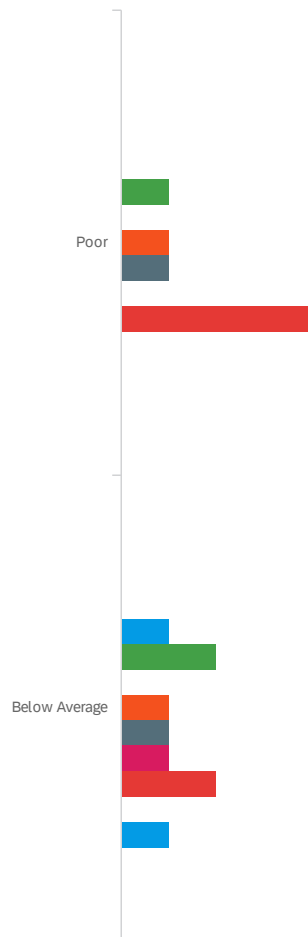


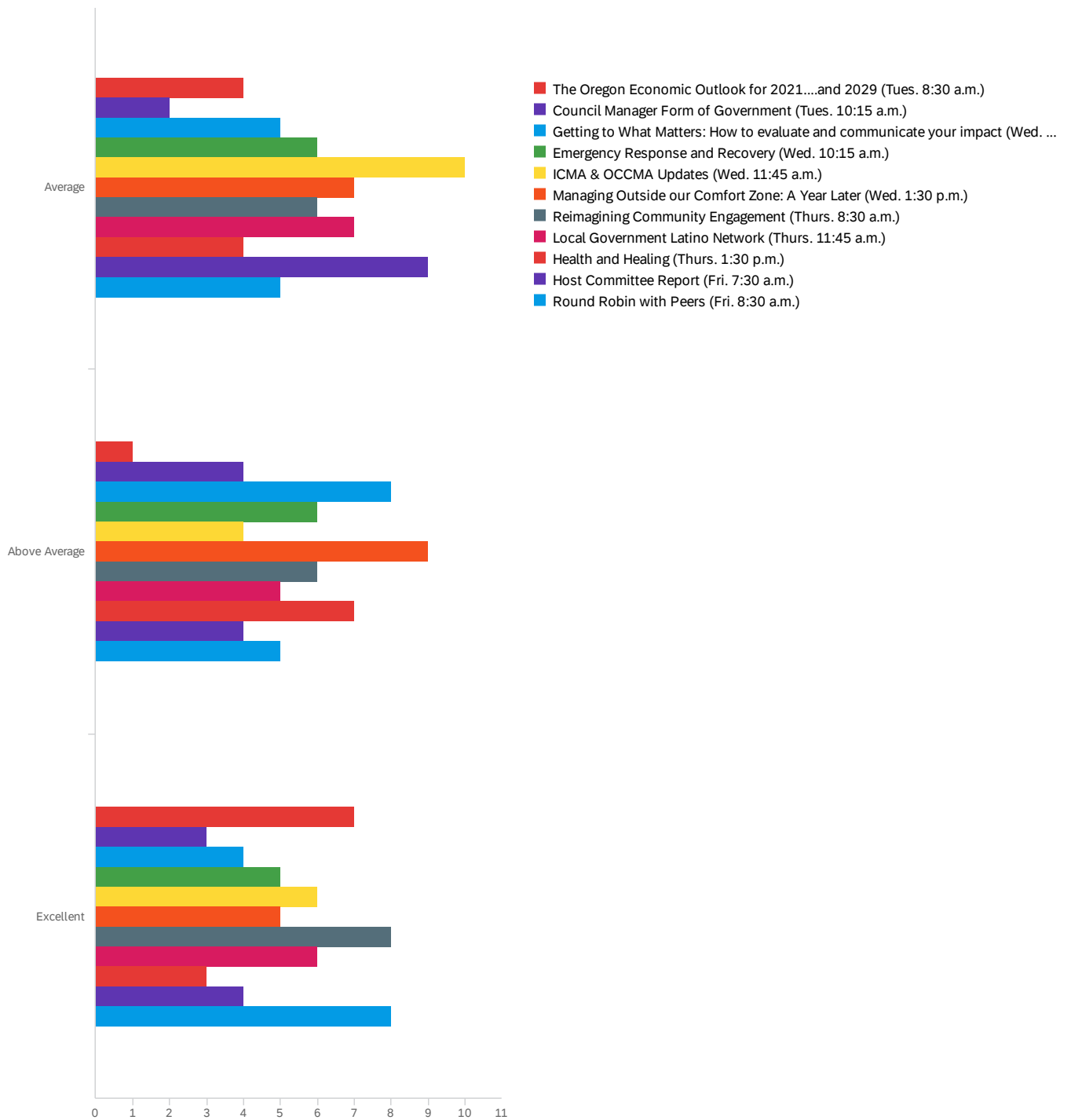
#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	The Oregon Economic Outlook for 2021....and 2029 (Tues. 8:30 a.m.)	3.00	5.00	4.25	0.92	0.85	12
2	Council Manager Form of Government (Tues. 10:15 a.m.)	3.00	5.00	4.11	0.74	0.54	9
3	Getting to What Matters: How to evaluate and communicate your impact (Wed. 8:30 a.m.)	2.00	5.00	3.83	0.83	0.69	18
4	Emergency Response and Recovery (Wed. 10:15 a.m.)	1.00	5.00	3.60	1.11	1.24	20
5	ICMA & OCCMA Updates (Wed. 11:45 a.m.)	3.00	5.00	3.80	0.87	0.76	20
6	Managing Outside our Comfort Zone: A Year Later (Wed. 1:30 p.m.)	1.00	5.00	3.70	1.00	0.99	23
7	Reimagining Community Engagement (Thurs. 8:30 a.m.)	1.00	5.00	3.86	1.10	1.21	22
8	Local Government Latino Network (Thurs. 11:45 a.m.)	2.00	5.00	3.84	0.93	0.87	19
9	Health and Healing (Thurs. 1:30 p.m.)	1.00	5.00	3.15	1.35	1.83	20
10	Host Committee Report (Fri. 7:30 a.m.)	3.00	5.00	3.71	0.82	0.68	17
11	Round Robin with Peers (Fri. 8:30 a.m.)	2.00	5.00	4.05	0.94	0.89	19

#	Field	Poor	Below Average	Average	Above Average	Excellent	Total
1	The Oregon Economic Outlook for 2021....and 2029 (Tues. 8:30 a.m.)	0.00% 0	0.00% 0	33.33% 4	8.33% 1	58.33% 7	12

#	Field	Poor		Below Average		Average		Above Average		Excellent		Total
2	Council Manager Form of Government (Tues. 10:15 a.m.)	0.00%	0	0.00%	0	22.22%	2	44.44%	4	33.33%	3	9
3	Getting to What Matters: How to evaluate and communicate your impact (Wed. 8:30 a.m.)	0.00%	0	5.56%	1	27.78%	5	44.44%	8	22.22%	4	18
4	Emergency Response and Recovery (Wed. 10:15 a.m.)	5.00%	1	10.00%	2	30.00%	6	30.00%	6	25.00%	5	20
5	ICMA & OCCMA Updates (Wed. 11:45 a.m.)	0.00%	0	0.00%	0	50.00%	10	20.00%	4	30.00%	6	20
6	Managing Outside our Comfort Zone: A Year Later (Wed. 1:30 p.m.)	4.35%	1	4.35%	1	30.43%	7	39.13%	9	21.74%	5	23
7	Reimagining Community Engagement (Thurs. 8:30 a.m.)	4.55%	1	4.55%	1	27.27%	6	27.27%	6	36.36%	8	22
8	Local Government Latino Network (Thurs. 11:45 a.m.)	0.00%	0	5.26%	1	36.84%	7	26.32%	5	31.58%	6	19
9	Health and Healing (Thurs. 1:30 p.m.)	20.00%	4	10.00%	2	20.00%	4	35.00%	7	15.00%	3	20
10	Host Committee Report (Fri. 7:30 a.m.)	0.00%	0	0.00%	0	52.94%	9	23.53%	4	23.53%	4	17
11	Round Robin with Peers (Fri. 8:30 a.m.)	0.00%	0	5.26%	1	26.32%	5	26.32%	5	42.11%	8	19

Showing rows 1 - 11 of 11





## Q4 - Do you have any general comments on the sessions you attended?

Do you have any general comments on the sessions you attended?

Each session should be managed in a way to allow for some feedback and discussion. This peer-to-peer interaction and application of the subject to city management is often illuminating. I think lack of preparation of presenters caused them to run long, so no feedback time was available.

Similar to my complaint to the ICMA, too much focus on virtue signaling "white fragility" and how everyone is a racist; while almost zero time was spent on what policies or activities have been uncovered that aren't already taken care of by HR law (equal opportunity, fair pay act, etc.) and what they did to fix them. Stating to small cities that have 0% population of BIPOC citizens that they are racist because of the demographics is not factually, mathematically, or statistically true. There are many reasons demographics are the way they are including choice of why people live there. For example, a community that only exists because it is sustained by the families that created it, where there are no new jobs or new housing is not racists, its a fact of life that no new person of any demographic is choosing to move there because there is no reason or desire to. Also, stating that we should force employees to take a "white fragility" training, and celebrating successes of that force due to our position that made employees afraid of losing their jobs is also an abuse of position. Simply keeping to a political climate of words without proof and action and using our positions to force political agendas is simply wrong and completely political which is a violation of tenant 3 and 7 of the ICMA code of ethics. While it may please those that agree with that opinion, there is a far silent majority that cries fowl and thus it destroys our credibility as leaders. These virtue signals are not supported by the community/population as a whole, which by definition would make it a political opinion and generalization. All this proves is we have a systematic issue in a whole different area of leadership that needs to be addressed. If there are systemic issues of racism, let those issues in practice be explored, evaluated, and the outcomes be explained. Let's focus on facts, not labels.

Great content, the PD committee did a wonderful job planning the conference.

Too many "soft" sessions, not much to really help me do my job.

Why not do concurrent sessions and add content to provide choices for folks on what topics they hear?

The best session I attended with the Reimagining Community Engagement. The panelists were all excellent with different perspectives. Sara Singer Wilson always does an amazing job with facilitating panels! The fellow from the fire service was horrible. His presentation was disjointed, tried to cover too much material, was dated and came off as a bit misogynistic (all of the examples of women were negative). Complete waste of time. I loved being in person; it was wonderful to see so many people from around the state! Having it the week of July 4 was challenging.

Thank you to the professional development committee and the OCCMA members who donated their time to help their peers.

A bit on the long side. More topics, less time. Maybe some time to network and digest between them to have conversations about what we heard.

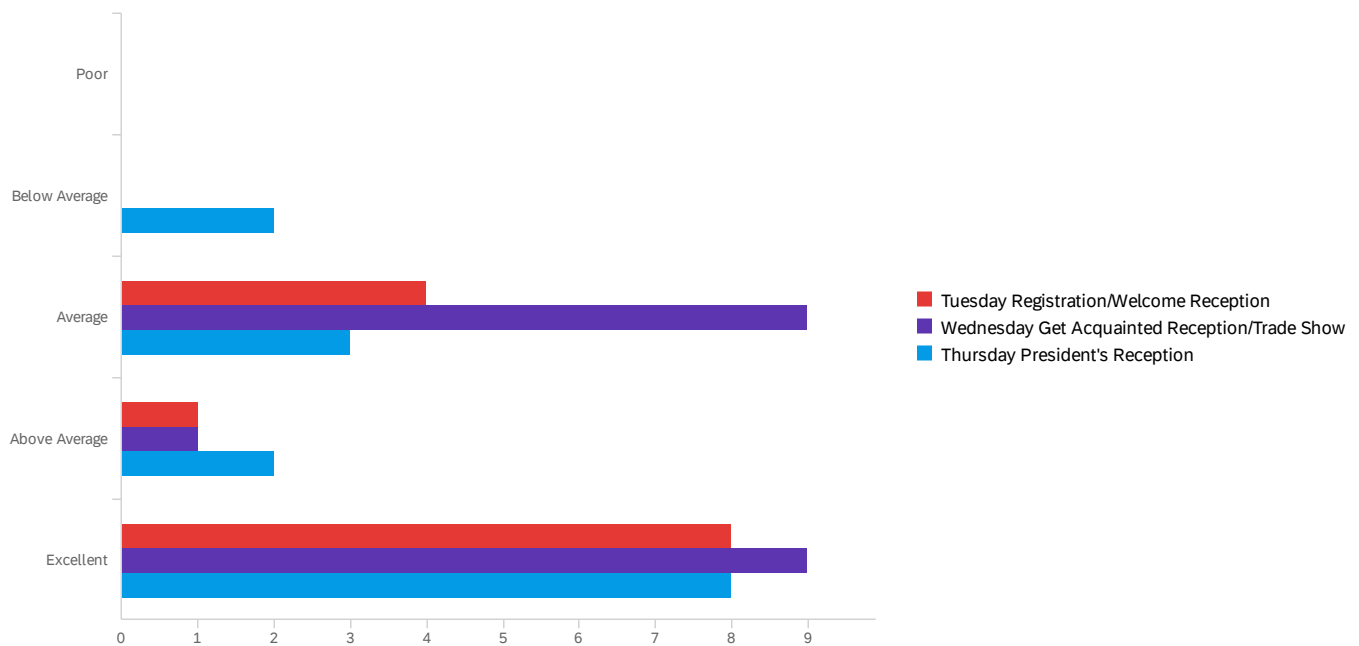
I would enjoy more interactive sessions rather than just panels of people talking

It would have been nice if there had been deeper levels of discussion, not high level recaps. The topics were good, but failed to deliver information that could not have been read in a newspaper or other news outlet. It seemed like a missed opportunity on these hard to deal with topics.

all good -- would have liked to have more focus on small cities



## Q5 - Please evaluate the conference events:



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Tuesday Registration/Welcome Reception	3.00	5.00	4.31	0.91	0.83	13
2	Wednesday Get Acquainted Reception/Trade Show	3.00	5.00	4.00	0.97	0.95	19
3	Thursday President's Reception	2.00	5.00	4.07	1.12	1.26	15

#	Field	Poor	Below Average	Average	Above Average	Excellent	Total
1	Tuesday Registration/Welcome Reception	0.00% 0	0.00% 0	30.77% 4	7.69% 1	61.54% 8	13
2	Wednesday Get Acquainted Reception/Trade Show	0.00% 0	0.00% 0	47.37% 9	5.26% 1	47.37% 9	19
3	Thursday President's Reception	0.00% 0	13.33% 2	20.00% 3	13.33% 2	53.33% 8	15

Showing rows 1 - 3 of 3

## Q6 - Do you have any general comments on the events you attended?

Do you have any general comments on the events you attended?

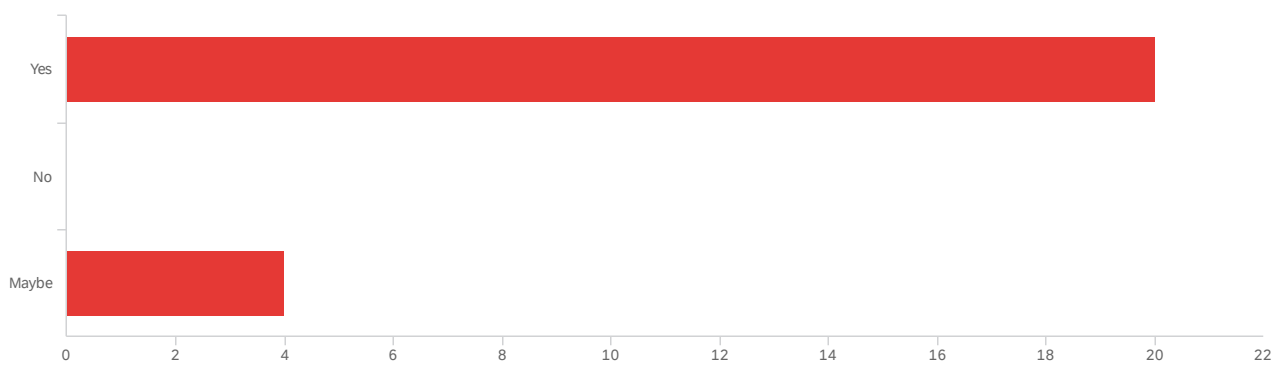
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They were as expected, and valuable. Nothing extreme either way.

Networking and learning from other managers is the highlight of the conference.

We could be at the coast in the summer where it is cool!

Q7 - Would you attend the OCCMA Summer conference in future years?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Would you attend the OCCMA Summer conference in future years?	1.00	3.00	1.33	0.75	0.56	24

#	Field	Choice Count
1	Yes	83.33% 20
2	No	0.00% 0
3	Maybe	16.67% 4
		24

Showing rows 1 - 4 of 4

## Q8 - Why would you not (or hesitate to) attend future conferences?

Why would you not (or hesitate to) attend future conferences?

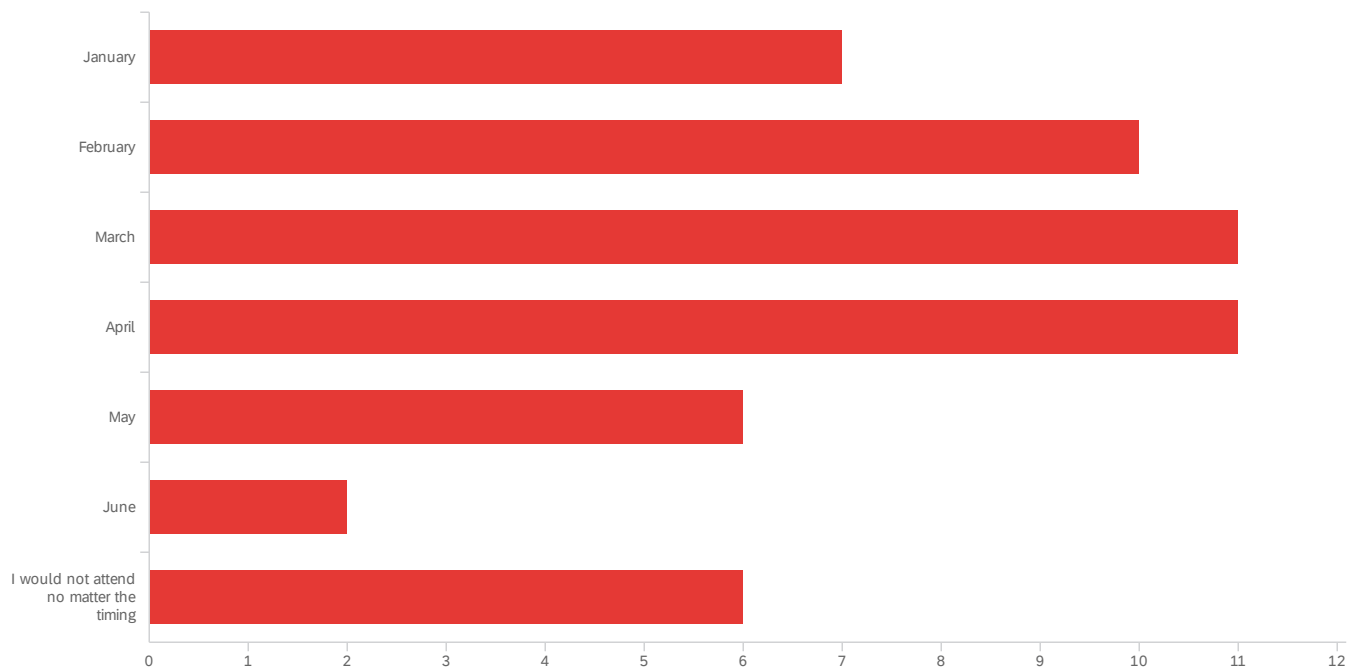
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I have a hard time wanting to attend political propaganda rallies. Those classes or events that focused on learning and growth were of value, but not at the expense of being forced to listen to virtue signaling and political opinions. If you doubt it violating tenants 3 and 7. I can attest that in my view, the credibility of the managers presenting those opinions was lowered substantially and it would be difficult for me to want to reach out to them for assistance and feel assured that it is beneficial advice for my community or team. Instead I would view their opinion as politically motivated, which is the opposite of why the ICMA encourages council-manager forms of government.

The timing right after a holiday and right during a council meeting.

## Q9 - Regarding another OCCMA event, the Northwest Regional Managers Conference

held in conjunction with Washington each spring - In which months would you be most likely to attend? (Check all that Apply)



#	Field	Choice Count
1	January	13.21% 7
2	February	18.87% 10
3	March	20.75% 11
4	April	20.75% 11
5	May	11.32% 6
6	June	3.77% 2
7	I would not attend no matter the timing	11.32% 6
		53

Showing rows 1 - 8 of 8

## Q10 - Do you have any additional comments about the conference?

Do you have any additional comments about the conference?

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the summer OCCMA conference is always the best training event for the city management profession that is a reasonable time and cost commitment. Thank you and keep up the great work!

A future topic I would suggest is: "staying politically neutral and ethical around emotionally high national topics that are highly politicized". I would love to hear success stories and leadership stories from those successful in this arena.

The timing in July just following a Monday holiday, and days of the week of the conference make it difficult to attend. Any city with Council meetings on Tuesday nights leaves travel or missing the first 1/2 of the conference challenging to get to Bend. Maybe the summer conference should be the second week in July instead of the first.

Very expensive time for hotels in Bend. Rather see it in early Nov.

**End of Report**



# OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**

**To:** OCCMA Membership  
**From:** Joe Gall, Eileen Stein, and Spencer Nebel Co-Chairs, Host Committee  
**Date:** October 8, 2021  
**Subject:** Report from the OCCMA Host Committee

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We are pleased to report that the ICMA Conference was held in person in Portland from October 2-6, 2021. We would like to thank all of the volunteer efforts of our OCCMA members who were able to pull off a fun and successful event in Portland, with the challenges of COVID-19 and other changes that have impacted our ability to hold an in-person event this year.

We would also like to thank the ICMA staff under the leadership of Jeremy Figoten who were fully engaged, innovative, and professional in pulling off the logistics to hold this conference during these difficult times. Also, the staff at the Oregon Convention Center did a remarkable job, particularly knowing that staff was brought back to hold this conference as the first major conference held in the convention center since COVID-19 shut down operations in March 2020. The Host Committee co-chairs will be preparing a final report on the conference, but from a preliminary standpoint, the total registered participants in this conference was around 2500 people participating live in Portland. This is down from the record of 4,000 participants at the Nashville conference in 2019, but above the projections of what ICMA was planning on for in-person attendance at the 2021 conference.

Eileen Stein and Spencer Nebel participated in the ICMA Evaluation Committee meeting that was held at the end of the conference. The members of the ICMA Evaluation Committee were very pleased with how the conference came off. The Providence Park social event on Tuesday night received rave reviews, from a food standpoint, having a hosted bar, live music, photos with llamas, and an opportunity to go down to the field and kick soccer balls into nets on the field. Martha did a marvelous job in pulling together the Washington/Oregon activities on Tuesday night. This event was well-attended and a great venue with good food, drink, and lots of conversation.

One of the evaluators who had participated in the Hillsboro Tour, said it was one of the best they have ever been on. There was a desire to expand on these types of opportunities in the future. The Convention Center received high reviews for the spacing, room and efficiency of that operation. The provision of OCCMA of the coffee station and Voodoo Donuts on Monday and Tuesday morning was well-received. Goat yoga received a shout out. One member said they were nervous about coming to Portland, however, the general transportation worked well. There were concerns expressed about the extent of homelessness in Portland. However, to our knowledge, there were no incidents similar to Nashville relating to any thefts or assaults of any participants. There was a wish for more information to be sent out prior to the conference of things people could do before or after the conference. Unfortunately, with our short time period, we were very limited on what could be done in this particular area. They liked the energy and music that was provided during the general sessions. A couple of members indicated it was the best conference they have attended for ICMA.

One of the committees that played a very instrumental role during the conference itself, was our Volunteer subcommittee. Kelsey Lewis (Volunteer Coordination/Support Services) and her committee did a remarkable job in lining up willing volunteers from OCCMA, who were wearing blue conference t-shirts, to staff locations in the

conference center as well as in hotels, and other locations during the various events, and in providing a volunteer handbook for the conference.

We would like to thank the other subcommittee chairs, including Steve Powers (Fundraising), Martha Bennett (Major Evening Events), Ann Ober (Partners Program), Brian Latta (Inspirational Breakfast), Sara Singer Wilson (Athletic Events), Ben Bryant (Assistants Exchange), Jeanna Troha (Field Demonstration), Madison Thesing (Tours, and Dan Bartlett (Promotional Activities).

While many things changed and evolved over the past two years, the preplanning really paid off, and your flexibility in dealing with constantly changing circumstances was greatly appreciated.

Eileen and Spencer also met with the future Host Committees and they are all looking forward to a final report from OCCMA wrapping up our experience as a Host Committee. This report will be finalized when we receive final numbers and costs from ICMA. I will be asking each of the subcommittee chairs to provide a brief report for inclusion into our final report on the 107th ICMA Conference held in Portland, Oregon, in 2021.

Thank you to all Host Committee members and volunteers for your efforts that paid off for a successful and enjoyable 107<sup>th</sup> ICMA Conference Annual Event during these challenging times.

Respectfully submitted,

Joe Gall,  
Eileen Stein, and  
Spencer R. Nebel  
Co-chairs  
OCCMA Host Committee





# OCCMA

**Oregon City/County  
Management Association**

A State Affiliate of **ICMA**

## Nominating Committee Report

### Slate of Candidates –

<b>President-Elect</b>	Scott Derickson, City Manager, Woodburn
<b>Directors</b>	Aaron Palmquist, City Manager, Irrigon (2024)
	Andy Varner, City Manager, North Plains (2024)
	John Walsh, City Manager, St. Helens (2024)

### Continuing Board Members –

<b>President</b>	Susie Marston, City Manager, Gervais
<b>Past President</b>	Steve Powers, City Manager, Salem
<b>Directors</b>	Zoe Mombert, Assistant to CM, Wilsonville (2023)
	Rachael Fuller, Manager in Transition (2023)
	Adam Brown, City Manager, Ontario (2023)
	Heidi Bell, City Manager, Donald (2022)
	Dan Huff, City Manager Molalla (2022)
<b>Secretary-Treasurer</b>	Mike Cully, Executive Director, League of Oregon Cities

### Retiring Board Members –

Spencer Nebel, City Manager, Newport  
Brian Sjothun, City Manager, Medford

### Recommended Motion

**I move to approve the slate of candidates as recommended by the OCCMA Board of Directors.**