

Host Committee

Host a well-organized, sufficiently funded and successful conference. Portland, Oregon has been chosen as the host city for the 2021 ICMA Conference. OCCMA will focus efforts on fundraising, social and program activities and business and logistical support.

Joe Gall, City Manager, Sherwood (Chair)
Eileen Stein, City Manager, West Linn (Chair)
Spencer Nebel, City Manager, Newport (Chair)

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Fundraising Sub-Committee

Pursue funding for the 2021 ICMA Conference – coordinate with the ICMA Strategic Partner Program staff to ensure that donors are acceptable to ICMA – evaluate and recommend the need to hire a fundraising company to assist in the solicitation of contributions.

Steve Powers, City Manager, Salem (Chair)
Eileen Stein, City Manager, West Linn (Liaison)
Megan George, Operations Director, LOC
Erik Jensen, Principal, Jensen Strategies
Aaron Palmquist, City Manager, Irrigon
Eric Zimmerman, Deputy City Manager, Medford

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Major Evening Social Events Sub-Committee

Provides recommendations to the Host Committee on venues for social events, subsidizing costs for events, and work with ICMA and DMC. Approximately 1 ½ to 2 years before the conference, ICMA staff and the sub-committee will interview and hire a local “destination management company” (DMC) which will take the lead in arranging the conference’s major social events.

Martha Bennett, COO, Metro (Chair)
Joe Gall, City Manager, Sherwood (Liaison)
Dan Bartlett, Senior Advisor, OCCMA
Ben Bryant, Assistant City Manager, Happy Valley
Ann Ober, City Manager, Milwaukie
Madison Thesing, Management & Program Analyst, Lake Oswego
Sara Singer Wilson, SSW Consulting
Eric Zimmerman, Deputy City Manager, Medford

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Volunteer Coordination/Support Services Sub-Committee

Arrange for VIP transportation, recruit volunteers to staff desks at PDX and in lobby and recommend design of conference bag and swag. Volunteers should be familiar with those events sponsored by the Host Committee including field demonstrations and sports events.

Kelsey Lewis, Management Analyst II, Tualatin (Chair)

Spencer Nebel, City Manager, Newport (Liaison)

Martha Bennett, Chief Operating Officer, Metro

Joe Hannan, City Manager, Newberg

Brian Latta, City Administrator, Harrisburg

Sara Singer Wilson, SSW Consulting

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Partners Program Sub-Committee

Identify a service project that the partners can participate in during the conference. The sub-committee will be responsible for arranging any transportation to his program.

Ann Ober, City Manager, Milwaukie (Chair)

Eileen Stein, City Manager, West Linn (Liaison)

Colleen Riggs, Assistant City Manager/City Recorder, Cannon Beach

obera@milwaukieoregon.gov

estein@westlinnoregon.gov

riggs@ci.cannon-beach.or.us

Inspirational Breakfast Sub-Committee

Inspirational Breakfast is usually held Monday morning and attracts 150-350 attendees. The committee is responsible for arranging a speaker and music. The event also usually includes an invocation. Committee provides reports and recommendations to the Host Committee in October 2020.

Brian Latta, City Administrator, Harrisburg (Chair)

Eileen Stein, City Manager, West Linn (Liaison)

Joe Hannan, City Manager, Newberg

Colleen Riggs, Assistant City Manager/City Recorder, Cannon Beach

Dale Shafer, City Manager, Nehalem

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manager@ci.nehalem.or.us

Athletic Events Sub-Committee

Athletic events typically include golf, a 5k run/walk with other occasional activities including tennis, bowling events, as well as daily yoga. This sub-committee is responsible for overseeing the events, contacting pros as needed and arranging for refreshments, t-shirts, and awards. Tickets are presold by ICMA to cover fees, refreshments, transportation, trophies and usually t-shirts. Attendance varies from 25-150 per event.

Sara Singer Wilson, SSW Consulting (Chair)

Joe Gall, City Manager, Sherwood (Liaison)

Ann Ober, City Manager, Milwaukie

Steve Powers, City Manager, Salem

Eric Zimmerman, Deputy City Manager, Medford

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Assistants Exchange Sub-Committee

This occurs on the Friday before conference. This offers early career professionals an opportunity to spend the day visiting a local government, near the conference site. This sub-committee is responsible for organizing host communities, fielding applications from participants (usually 10-15) and matching host communities with participants. An informal gathering of participants will take place on Friday evening. Host communities are asked to arrange transportation to and from the conference site and supply participants with lunch.

Ben Bryant, Assistant City Manager, Happy Valley (Chair)
Spencer Nebel, City Manager, Newport (Liaison)
Jeanna Troha, Assistant City Manager, Wilsonville

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troha@ci.wilsonville.or.us

Field Demonstration Sub-Committee

Field demonstrations are a popular part of the program, attracting 50-150 attendees each. This sub-committee will identify 5-7 potential field demo sites, which ICMA staff will visit and, together with the committee, limit to 3-5 field demos for the conference on the basis of interest and cost.

Jeanna Troha, Assistant City Manager, Wilsonville (Chair)
Eileen Stein, City Manager, West Linn (Liaison)
Martha Bennett, Chief Operating Officer, Metro
Ben Bryant, Assistant City Manager, Happy Valley
Sara Singer Wilson, SSW Consulting
Madison Thesing, Management & Program Analyst, Lake Oswego
Dave Waffle, Assistant Finance Director, Beaverton
Joe Hannan, City Manager, Newberg

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dwaffle@beavertonoregon.gov
joe.hannan@newbergoregon.gov

Tours Sub-Committee

Identify possible tours for the four days of the conference, and if appropriate, pre and post conference tours as well. This sub-committee will present ideas to ICMA staff and the local DMC to make final decisions on the tours offered.

Madison Thesing, Management & Program Analyst, Lake Oswego (Chair)
Joe Gall, City Manager, Sherwood (Liaison)
Dan Bartlett, Senior Advisor, OCCMA
Erik Jensen, Principal, Jensen Strategies
Colleen Riggs, Assistant City Manager/City Recorder, Cannon Beach
Sara Singer Wilson, SSW Consulting
Dave Waffle, Assistant Finance Director, Beaverton
Kim Yamashita, City Manager, Sandy

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Promotional Activities/Toronto 2020 Booth Sub-Committee

Procure a 5-minute promotional video which is usually provided to the Convention and Visitor's Bureau for the Toronto Conference. Schedule OCCMA members attending the 2020 Toronto ICMA Conference to staff the desk for the upcoming Portland conference.

Dan Bartlett, Senior Advisor, OCCMA (Chair)

Spencer Nebel, City Manager, Newport (Liaison)

Martha Bennett, Chief Operating Officer, Metro

Brian Latta, City Administrator, Harrisburg

Madison Thesing, Management & Program Analyst, Lake Oswego

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