



OCCMA

**Oregon City/County
Management Association**

A State Affiliate of **ICMA**

FIRST QUARTER 2019



**Introducing Our Newest
Senior Advisor:
Dave Kanner**

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MESSAGE FROM THE PRESIDENT

Marty Wine • City Manager • Tigard



Dear Managers,

Welcome to OCCMA! As we head into 2019, I hope you are looking forward to the year ahead and all that's going on in your community. Please look ahead on your calendars and consider investing in your professional development by attending one of the upcoming conferences or trainings in May, July or September. These are a great chance to keep up with discussing issues our organizations are all facing, and stay connected to colleagues in the Northwest.

I also hope that the OCCMA website and your membership in OCCMA will be of value to you. Your Communications Committee plans a refresh of the website in 2019 to make our site more up-to-date and relevant for our members. The OCCMA Board will also be considering updates to our strategic plan in February to align more with ICMA's strategic plan and focus on diversity, equity and inclusion. Your Board, made up of local

government professionals throughout Oregon, hopes that you will share with us how we can best align with our mission and make membership in OCCMA worthwhile by: supporting and energizing members and the profession in order to foster responsible, responsive local government with the objective of improving the sustainability and livability of Oregon communities.

Sincerely,

A handwritten signature in black ink that reads "Marty Wine". The signature is fluid and cursive.

Marty Wine
2019 OCCMA President



SAVE THE DATE

OCCMA Summer Conference

July 9-12, 2019

Best Western Agate Beach, Newport

This year, the Summer Conference will take place at the Oregon Coast! Join fellow OCCMA members in Newport for a robust schedule of professional development and networking. The OCCMA Professional Development Committee is starting to put together the conference outline including sessions on financial forecasting, revenue generation, meeting management and personnel issues. The Thursday President's Reception will be held at the Oregon Coast Aquarium and families are welcome.

Watch the OCCMA website and future OCCMA newsletters for more information.

2019 OCCMA BOARD OF DIRECTORS



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Christy Wurster
City Manager, Tigard



PRESIDENT-ELECT
Spencer Nebel
City Manager, Newport



PAST PRESIDENT
Christy Wurster
City Manager, Silverton



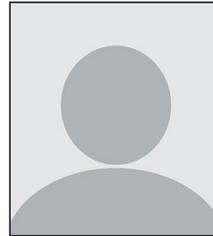
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League of Oregon Cities



Ben Bryant
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Happy Valley



Robb Corbett
City Manager,
Pendleton



Joe Hannan
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Mid-Willamette Valley
Council of Governments



Aaron Palmquist
City Manager,
Irrigon



Brian Sjothun
City Manager,
Medford



John Walsh
City Manager,
St. Helens

Renew Your Membership with OCCMA Today!

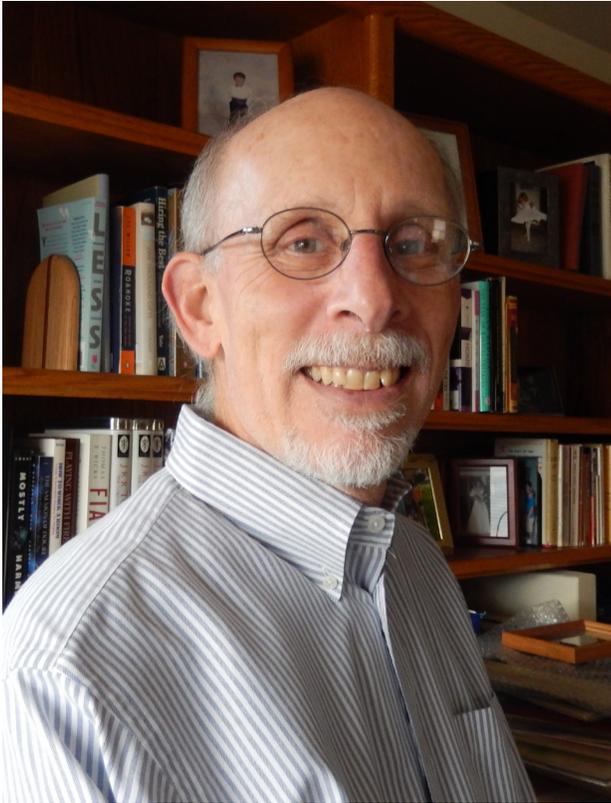
A significant benefit of membership is access to the Senior Advisor Program. Each advisor represents one of the five regions in the state. They are available to you as a resource for advice and can assist you with additional help if requested. The OCCMA website—www.occma.org—has many resources available including an online directory which is updated continuously throughout the year. Members have access to the association's listserv, which is an invaluable tool for discussion of current topics. In addition, registration at OCCMA-sponsored trainings comes at a reduced fee for members.

If you have questions please contact Megan George at mgeorge@orcities.org or (503) 588-6550.

By the Time He got to Phoenix, We'd Been Waiting

Introducing Dave Kanner, Senior Advisor

By Dan Bartlett, Senior Advisor



On February 1, the OCCMA Board selected a Senior Advisor for Region Five. The region includes cities in Crook, Deschutes, Douglas, Gilliam, Hood River, Jackson, Jefferson, Klamath, Sherman, Wasco and Wheeler counties. They had three great choices: David Clyne, Dave Kanner and Dave Waffle. It was fairly certain they would select a David or a Dave.

The Board packet included the required application form, a resumé and Statement of Interest from each applicant. Dave's Statement of interest was:

I recently retired after a nearly three-decade career in city and county management and I'm able and anxious to share the knowledge I accumulated during the course of my career in a meaningful way. I believe my experience in public administration and organizational leadership, and my in-depth knowledge of the day-to-day challenges faced by members of the profession

make me very highly qualified to be an ICMA senior advisor.

I have always sought ways to support others in the profession; reaching out to local colleagues who are terminated by their councils, and helping others seeking new challenges with resume writing and interview prep. In my last year in Ashland, I offered brown-bag lunch educational sessions for managers in the organization who were interested in becoming city managers.

I consider myself to be open and transparent, with a calm, levelheaded approach to even the most difficult situations. Above all, I hold myself to extremely high standards of honesty, integrity, reliability, loyalty and fairness, with, perhaps most importantly, a healthy sense of humor.

I view city/county management not just as a job but as a calling and I want very much to stay engaged with it. I believe in public service and the greater good. I see the senior advisor position as an opportunity to help those still working in the field – both personally and professionally – to achieve that greater good for themselves and their communities.

After he was notified of his selection, I let Dave know I would be doing the OCCMA Newsletter article introducing him to the membership. This would be similar to the introduction of Wes Hare in the OCCMA Newsletter, Second Quarter 2018. This appears to have made my work easier. I quickly got a response with his bio:

Dave Kanner, the newest ICMA senior advisor in Oregon, was born in a log cabin in Springfield, Illinois, in 1809. He spent his childhood walking ten miles through the snow to a one-room schoolhouse where...

Oh, wait. Wrong bio.

Dave Kanner, the newest ICMA senior advisor, recently retired from a three-decade career in city and county administration, all of it in Oregon.

Dave was born and raised in New York City, but escaped after high school. He received a BA in communications from Carnegie-Mellon University in Pittsburgh and launched a brief career in radio in small markets in the southeast. He moved to Oregon in 1980 and rose to fame, but not fortune, as the co-host of a wild and wacky radio show in Eugene. Archived bits from that show can be found on YouTube. Search for “Clark & Kanner.” (Listen to “South American Bandstand,” his favorite bit from that show.)

After his radio career fizzled, Dave switched fields to public relations and spent five years managing the public relations division of the Portland marketing/communications firm Turtledove Clemens. He began his public sector career in the late ‘80s, working for Metro (laying the groundwork for Martha Bennett) as a senior public affairs specialist. From Metro, Dave went to the City of Wilsonville, working as assistant to the city manager for Arlene Loble.

“Arlene was an amazing city manager and an incredible mentor,” says Dave. “It was also Arlene who encouraged me to go back to school to get an MPA. The city paid my tuition and was very supportive.

“I spent eight years in Wilsonville, which is a ridiculously long time to work as an assistant to, but the work was so incredibly interesting and challenging, what with fighting the state over growth management and prison siting, and tapping the Willamette River for drinking water, that I never felt motivated to leave.”

But once things settled down in Wilsonville (a relative term if you know Wilsonville), Dave was recruited by Jackson County, where he served as deputy county administrator for six years, overseeing the complete reconstruction of the county library system and supervising the HR and Risk Management functions. Asked if he had anything to do with the hiring of Danny Jordan as juvenile justice director in 2004, Dave simply says, “I plead the fifth.”

Dave was hired as county administrator by Deschutes County in 2006 and served in that capacity until 2011, after which he decamped for the City of Ashland to become the city administrator. He retired after being pushed out of that position by the mayor in November 2016, then went on to serve two separate stints as interim city manager for the City of Phoenix.

“My goals at this point are to play as much softball and golf as possible, master the guitar, take the occasional ski trip, see the world, and be the best senior advisor I can possibly be,” says Dave.

Dave has been married to Maureen Vega for over 30 years. They have two adult children (“Both completely self-sufficient,” he says with audible relief); a son in Portland and a daughter in San Francisco.

Dave’s submission provides his educational and work history. A check with Who’s Who on the ICMA website shows he got a 20-Year Service Award in 2012. He also did not note that Martha Bennett laid the groundwork for Dave in Ashland as City Administrator



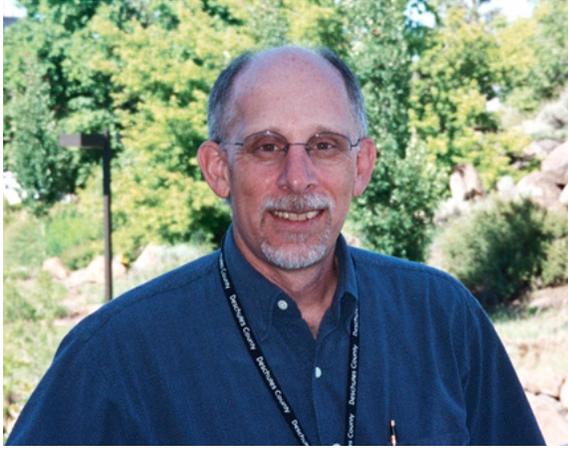
from 2006 until 2011. Perhaps we should check what former Range Riders had to say about Dave. I found an entry in the OCCMA Newsletter for the Fourth Quarter 2005. This was a historical issue. At least from my point of view. Scott Lazenby, Sandy city manager, did an article introducing: “Our Newest Range Riders.” Marilyn Holstrom and I joined Charlie Henry, Bill Curtis and Dick Townsend as Range Riders.

Later in that issue Bill Curtis reported that Burke Raymond was interim city manager in Brookings. Burke had been Jackson County Administrator from 1986 to 1999. Bill included a report on a visit with Dave Kanner, deputy county administrator in Jackson County. Dave took Bill to Mellelo’s coffee shop in the “new central library in downtown Medford. The largest of 15 soon-to-be built libraries in Jackson County. These were constructed via a \$39.4 million general obligation bond.” Bill says he had a big smile when he said the bond levy passed “by a double majority vote.” Dave also worked on jails and detentions facilities He was project manager for a new juvenile detention facility opened in 2004 with 40 detention beds and 16 shelter beds along with two juvenile courtrooms. His portfolio also included overseeing the human resources office.

Range Rider Dick Townsend (OCCMA Lifetime Member) reported in the Third Quarter 2006 Newsletter that he found: “Dave Kanner, the new Deschutes County Administrator, in his spacious office overlooking a landscaped county park. This was his first week on the job

(continued on next page)

and



although he said there was a tremendous amount to learn, his first impression was that he has died and gone to heaven. Dave replaces Mike Maier, who served Deschutes County as its first Administrator for 27 years.” Dave told Dick he wanted to get together with a number of manager types in the area including Charlie Cameron, who was building a home in the area. Charlie was a member of our Conference Host Committee 1998-1999.

In the Fourth Quarter 2008 Newsletter, Dick Townsend reported that the Redmond Mayor had been elected County Commissioner. Dave shared with Dick that there were future challenges for Deschutes County such as provision of health and human services that are closely tied to state budget revenues. Road maintenance was another area for future concern. Dave said he was fortunate to be surrounded by numerous talented staff that collaborate to solve problems.

Moving into more current reports, the Third Quarter 2014 Newsletter’s lead story was about five “Range Riders:” Andy Anderson, Sheila Ritz, Roger Jordan, Larry Lehman

and Dan Bartlett. The issue reported that Jeff Towery was elected to the ICMA Board. Andy Anderson reported that Ashland City Administrator Dave Kanner was dealing with water supply and civic engagement issues. Ashland was building a water line between Ashland and Talent to connect to city of Medford Water Commission supply as a backup. Dave reported they were completing a two-year project in six months. Ashland is what Dave described as a hyper-engaged community. Public participation levels are extremely high. If consensus is not achieved on a policy or topic, a citizens committee will be formed to study the matter further. I believe that ICMA Board Member, Martha Bennett made a similar comment one time when I visited her while she was Ashland City Administrator.

Andy Anderson reported in the Third Quarter 2018 Newsletter that, “in Phoenix Steve Dahl left and was later hired in Drain. Jaime McLeod-Skinner then served for a short time and is now the Democratic nominee for Congress against Greg Walden. Dave Kanner took over as interim. Eric Swanson then was hired and left for a position with Comprehensive Health Services Inc. Dave Kanner took over as interim for the second time until Aaron Prunty took the position permanently. Aaron had several successful years at Shady Cove and has been replaced there by Tom Corrigan late of Talent.”

My opinion based on Dave’s Newsletter history is that he will be a great asset to OCCMA Region 5. In addition to membership in ICMA and OCCMA, Dave has been or is a member of these organizations: Association of Oregon Counties, National Association of County Administrators, Alliance for Innovation and LOC Finance and Taxation Committee. I expect he’ll do a great job as a Senior Advisor because long ago I was a member of those organizations. Welcome, Dave!

2019 CALENDAR OF EVENTS

April 30 - May 3

NW Regional Managers Conference
Best Western Plus, Hood River

May 3

OCCMA Board of Directors Meeting
Best Western Plus, Hood River

July 9-12

OCCMA Summer Conference
Best Western Agate Beach, Newport

July 12

OCCMA Board of Directors Meeting
Best Western Agate Beach, Newport

September 26

OCCMA Board of Directors. Annual Membership Meeting & Fall Workshop
Riverhouse on the Deschutes, Bend

Date TBD (typically November)

OCCMA Board of Directors Retreat
Oregon Garden, Silverton



You've devoted your career to local government management and improving the communities where you've served. ICMA invites you to become a "Legacy Leader" and help enrich the profession by mentoring the next generation, supporting their professional development, and encouraging them to belong to ICMA as the professional organization that meets their unique needs.

Credentialed managers who fulfill the following commitments each year will belong to the Legacy Leaders in honor of the legacy you bring to the profession every time you advise a young professional from your community or another community about the rewards of life in the local government trenches.

To join the Legacy Leaders, you need to fulfill one of the requirements below:

- Recruit an ICMA member, or
- Sponsor (financially support) or recruit at least one Emerging Leaders Development Program (ELDP), Mid-Career Managers Institute (MCMI), or Leadership ICMA participant, or
- Sponsor a Local Government Management Fellow (LGMF)

AND

- Coach a participant in the Emerging Leaders Development Program (ELDP), Mid-Career Managers Institute (MCMI), or in a comparable state-sponsored program such as CAL-ICMA for two years. The coach's responsibilities include:
 - Serving as a sounding board and career coach throughout the year
 - Attending a state association meeting, regional meeting, or ICMA Annual Conference with the participant if possible
 - During the second year of the ELDP or MCMI program, approve completion of the course and sign off on your emerging leader or mid-career manager's final project prior to graduation
 - Recruit at least one new member each year

Making a difference in the life of a promising young professional does not need to take a lot of time from your busy schedule. Coaching can be done through phone calls and e-mails in just a few hours a month. Think back on the mentors who advised you in the early years of your career. This is your opportunity to do the same for others. Encouraging their interests, helping them build on their strengths, and

giving them career advice not only helps them pursue this profession, it ensures that the next generation will be in the pipeline to provide the caliber of professionalism that enriches our communities.

After one year of coaching and recruiting or sponsoring one member or emerging leaders program participant, you will earn the designation of Legacy Leader. To maintain the designation in the second year, you will continue coaching for another year and recruit one more member or emerging leaders program participant. After that, each year Legacy Leaders will select from a menu of different activities that enrich the profession in order to maintain Legacy Leaders status. In addition to the activities above, the list includes establishing an intern position in your community or with neighboring communities, hosting an Emerging Leaders Development Program or Leadership ICMA discussion group, and reaching out to students in your community to improve their knowledge of local government or to encourage young people to consider the profession.

To find out more, email credentialing@icma.org and we'll contact you with additional information.



SAVE THE DATE

OCCMA Fall Workshop

September 26, 2019

Riverhouse on the Deschutes, Bend

Registration for the Fall Workshop will open in early July with the League of Oregon Cities' conference registration. Watch the OCCMA website and future OCCMA newsletters for more information.

Embracing Ethics Now

By Kevin Duggan, ICMA West Coast Director

Often when I'm doing ethics presentations on behalf of ICMA, I ask this question: "When are organizations most likely to conduct ethics training?" Invariably the response I get is, "After an ethical crisis."

Even without any empirical data on the topic, that is the response I expect to receive—and one with which I agree. Unfortunately, it often takes an ethical failure and crisis to raise ethics training to the level of priority it deserves.

Why is this the case? Here are some reasons:

A false sense of security ("We haven't had a problem"). Many organizations underestimate the likelihood of experiencing an ethical lapse because they have not recently suffered this experience. They assume that previous good fortune can be relied upon to keep them out of harm's way moving forward.

The competition of other priorities. Our organizations are invariably busy places with many competing priorities. There is seldom enough time or money to do everything we would like. Priorities are set, either thoughtfully or by default.

The false sense of security noted above can lead to ethics training, and other preventative ethics work, falling by the wayside.

Concern of offending the staff and council by suggesting the need for ethics training. Leaders can be hesitant to suggest ethics training for fear of appearing to distrust the ethical conscience of the members of their organizations. They may be concerned that the staff or their elected officials will be offended at the suggestion that there is a need for such training.

Ethics training is boring. Unfortunately, too many ethics training sessions are boring. When added to the "low priority/unnecessary" mindset, no wonder it is easy to not make such efforts a priority.

Ethical decision making is a "no brainer." Many view ethical decision making as something straightforward and making ethical decisions as relatively easy to do.

They question why training is necessary: Who needs training to understand the difference between right and wrong?

All of these concerns are based on false or at least exaggerated assumptions:

False sense of security and lack of recent incidents. This is a particularly easy trap to fall into if the organization has had the good fortune in recent times of avoiding an ethical problem.

It is often the case, however, that organizations that have had the good fortune of not experiencing an ethical crisis in recent times, will fail to focus on preventative efforts and will experience an ethical lapse.

It doesn't necessarily indicate that the organization or its employees are more virtuous than other organizations or somehow immune to an ethical misstep. It may be just a matter of good luck—luck that can always run out.

Just because an organization has had the good fortune of not having experienced an ethical challenge in recent times is no guarantee that good fortune will continue.

Even in an organization with staff that by far conducts themselves honorably, it only takes one instance of bad judgment by an organization member to create an ethical crisis.

Competition for limited resources. This is particularly easy to understand in that there is never enough time or money to do all that needs to be done. What is underestimated, however, is the resources—money, time, reputation, and so forth—that will be expended if an ethical lapse occurs. The cost in time and money of prevention is actually far less than the cost of responding to an ethical crisis.

Concern of offending the members of the organization. While some may wonder why the training is being offered and may be offended since they may view ethics training as unnecessary, others will view it as a clear signal from the leaders of the organization that ethics is a priority and should not be taken for granted.

The way the concept is introduced is also critical to the organizational response. It should be made clear that preventative ethics work is a best practice for organizations and that waiting for an ethical crisis to occur is not.

As one should not wait until a health crisis to have a comprehensive physical exam even though a person might have not had noticeable symptoms, preventative ethics work should not wait for a crisis either.

Ethics training is boring. Yes, ethics training, like any other training or pretty much any other presentation, can be presented in a fashion that is less than interesting and invigorating. Good ethics training, however, can be extremely engaging. The key is having the right content that is relevant to the audience and having it presented in an engaging fashion.

The training also needs to be presented in a way that is relevant to the audience. A presentation to department heads may be different than what is presented to front-line staff.

What may be viewed as “on point” for police officers, may be different than what is presented to a group of recreation supervisors or maintenance staff. While a general presentation can often be relevant to all of these audiences, it can be helpful to use examples or case studies that reflect the work environments of a variety of the audience members.

Training on ethical decision making is unnecessary. Many of us think that making ethical decisions is easy and straightforward—you simply need to do “the right thing.” This is a big mistake.

Many, if not most, ethical issues are not straightforward. Often, individuals can make an ethical misstep without even understanding that they are making an ethical choice.

Most ethical decisions have many shades of grey and require discernment and thoughtful consideration. Training on what to consider and how to evaluate options can be critical to making the right choice.

Making the Commitment

Ethics training or any other preventative ethics work is not a guarantee that an ethical crisis will be avoided. Considering the devastating impact that ethical lapses can have on organizations and their members, decreasing the odds of such an event occurring is more than enough basis to make these efforts a priority.



2019 Northwest Regional Managers Conference

April 30 – May 3, Hood River

The Northwest Regional Managers Conference is scheduled for April 30 – May 3 in Hood River, Oregon this year. This conference brings together members of the Oregon City/County Management Association (OCCMA), Washington City/County Management Association (WCMA), Alaska Municipal Management Association (AMMA) and other local government professionals in the northwestern United States for an exciting three-day program.

This year’s agenda will include sessions on crisis readiness, developing the next generation of civic leaders, urban renewal as well as a session presented by the Northwest Women’s Leadership Academy of Oregon and Washington. Stay tuned for more information on the conference program.

For more information on the conference, including registration, a draft agenda and lodging information, please visit www.ocma.org.



My 1:1 Meetings Are a Waste of Time

By Dr. Frank Benest

I've been a mid-manager in my city's human resources department for two years. While I directly supervise five HR specialists, I also have several of my own ongoing assignments and special projects. With all the demands from my department director, my own work and all the emails, I need more time to supervise my direct reports. In my division, I try to push out the work. However, some of my staff don't seem to be fully energized or committed.

While we do get together twice a month for a division staff meeting and I emphasize my open-door policy, I find it difficult to meet on a regular basis for 1:1 meetings with my direct reports. Either the meetings are rushed, or I must cancel given all the other demands on me. When we do meet, I find myself distracted. I also sense that my direct reports don't seem to find our 1:1 meetings very valuable.

Given all the demands on me, these 1:1 meetings seem like a waste of time. Can I get rid of this chore and find another way to supervise my direct reports?

No! Conducting 1:1 meetings with direct reports should not be perceived as a burden. Rather, they are a great opportunity to engage staff and support them.

An open-door policy, monthly staff meetings, and email exchanges are good but insufficient. In your role of manager, nothing can serve you better than regular and productive 1:1 meetings with direct reports.

WHAT IS YOUR ROLE AS A MID-MANAGER?

To address this challenge, you should first spend some time reflecting on your role as mid-manager.

First, you won't be successful as a supervisor or manager if you are just results-oriented.

WHAT ARE SOME TIPS TO MAKE 1:1 MEETINGS MORE PRODUCTIVE?

If you are to make 1:1 meetings more productive, you need to make them a priority and be intentional about them.

Here are some tips for making your 1:1 meetings more meaningful:

1. Reflect on the importance of the 1:1 meetings

If you reflect on the benefits of the meeting, you are more likely to make 1:1 meetings a priority and focus on how you can make them valuable for you and the employee, especially how they relate to the active engagement of the staff person.

2. Decide on the frequency of the meetings with the employee

The meetings with a direct report should be scheduled regularly. Depending on your needs and the needs of the employee, typically these meetings are once a week, twice a month, or sometimes once a month. The key is to make them regular meetings.

3. Block regular time in your schedule for each 1:1 meeting with a direct report

As you have discovered, 1:1 meetings can quickly get squeezed out of a hectic day. Therefore, you must ensure that you have blocked the time out on your calendar and then be vigilant that some daily urgent matter doesn't intrude on this critical time with a staff member.

4. Prepare discussion points; prioritize the key items

While you don't need to have a formal agenda for the meeting, it is very helpful to jot down in advance a few issues or projects that you want to discuss with the employee. Email the discussion items to the staff person and ask for any items that the employee wants to discuss. You might also ensure as a habit that the staff person update any project tracking or action report documents in advance of the meeting so you both don't waste time on updates.

5. Don't use 1:1 meetings just for updates

While you may want to get an update on an important project assigned to the staff person, you don't want to spend a lot of time on just updates. You can get project updates via email.

6. Start the meeting with a positive

It is always a good idea to start the meeting with something positive. You might want to share a “win” by complimenting the staff person on hitting a project milestone, making a good presentation to senior management, or handling a successful recruitment.

7. Share some of yourself

Since 1:1 meetings are about creating relationship and connection, you want to get to know the other person. It is always easier for the other person to share information about themselves if you start by sharing something about your family, a hobby, a recent vacation, or something provocative that your daughter said at the breakfast table. You can then ask what the employee did over the weekend.

8. Be fully present

During my management career, I had problems with this one. It is easy to be distracted or thinking of what you must get done by the end of the day. However, you need to shift gears and focus on the other person and the conversation. You must understand the meeting is a key opportunity to connect and help grow and develop the staff person. To devote your intention to the other person:

- Close the door.
- Turn off your phone.
- Mute your computer.

9. Ask questions; listen intently

Leadership, especially the coaching function, is more about asking questions than providing answers or solutions. To help the staff person figure out how to proceed on a challenging project, you can ask several catalytic questions:

- “Why is this project so important?” (Always start with the “why.”)
- “What is working?”
- “What isn’t working?”
- “How are you responding?”
- “What are you learning?”
- “What does success look like?”

10. Listen with a curious mind

Most of us, including me, are not particularly good listeners. To listen deeply and promote learning for yourself and the staff person, don’t immediately seek to rebut (“yes, but”). Instead, say “tell me more.”

11. Be forward-looking and focus on progress

You don’t want to focus on the past and the mistakes people make. By exploring the lessons that the staff person is learning and ways to improve things going forward, you promote responsible risk-taking and continual learning and improvement. Also, emphasize the progress that you see the staff person or team is making. As Teresa Amabile indicates in her book *The Progress Principle*, people will stay self-motivated if they see progress.

12. Share a relevant personal experience/story

Stories are the most powerful way to communicate (*see Career Compass No. 50: “Story-Telling: A Powerful Way to Lead and Communicate”). Therefore, if you can share a relevant personal experience about how you overcame some adversity or engaged dubious stakeholders, it helps the staff person find his/her way in addressing the challenge. Of course, don’t tell a story or share a personal experience for the mere sake of telling the story; the story must be relevant to the discussion.*

13. Problem-solve with the staff person but keep responsibility with the employee

Managers typically love to solve problems. However, in your 1:1 meetings, you must let the staff person solve the problem. Ask questions such as “What do you need to do next?” or “Whom do you need to involve?”

If you are to maintain the accountability with the employee, it is essential that you don’t jump in to solve the problem.

14. Inquire about desired learning and career aspirations; offer support

1:1 meetings are a good venue to explore the learning and career goals of your direct reports. Some managers ask their direct reports to include learning and career development goals in their annual work plans.

15. Express gratitude

Just like the beginning of the meeting, it is valuable to end the 1:1 session with something positive.

Career Compass is a monthly column from ICMA focused on career issues for local government professional staff. Dr. Frank Benest is ICMA’s liaison for Next Generation Initiatives and resides in Palo Alto, California. If you have a career question you would like addressed in a future *Career Compass*, email careers@icma.org or contact Frank directly at frank@frankbenest.com.

2019 Standing Committees

Academic Affairs

Increase partnerships with Universities to help build future generations of local government managers.

- Eileen Stein, City Manager, West Linn
- Robb Corbett, City Manager, Pendleton
- W. Blair Larsen, City Manager, Stanfield
- Kelsey Lewis, Management Analyst II, Tualatin

Nominating

Recommend board slate for following year at the September business meeting.

- Christy Wurster, City Manager, Silverton (Past President, Chair)
- Ben Bryant, Assistant City Manager, Happy Valley
- Dale Shafer, City Manager, Nehalem
- Eileen Stein, City Manager, West Linn

Ethics

Monitor OCCMA and ICMA member compliance with the ICMA Code of Ethics. The Committee also serves as the local fact-finding body inquiry. Work with other committees to help educate members about the OCCMA Code of Ethics.

- Marty Wine, City Manager, Tigard (President, Chair)
- Keith Campbell, City Administrator, Stayton
- W. Blair Larsen, City Manager, Stanfield
- Tom Pessemier, City Manager, Independence
- Dale Shafer, City Manager, Nehalem
- Mark Shepard, City Manager, Corvallis
- Chris Workman, City Manager, Philomath
- Christy Wurster, City Manager, Silverton

Next Generation

Develop future generations of local government managers to sustain the profession. Assist with the development of educational programs that promote city management and internship opportunities. Support and collaborate with the Engaging Local Government Leaders (ELGL).

- Joe Hannan, City Manager, Newberg (Chair)
- Heidi Bell, City Manager, Donald
- Rachael Fuller, City Manager, Hood River
- Joe Gall, City Manager, Sherwood
- Anne Heath, City Administrator, Coburg
- W. Blair Larsen, City Manager, Stanfield
- Zoe Monahan, Assistant to the City Manager, Wilsonville
- Sean O'Day, Executive Director, MWVCOG
- Aaron Palmquist, City Manager, Irrigon
- Peter Troedsson, City Manager, Albany

Communications

Maintain and enhance multimedia member communication and information exchange programs.

- Ben Bryant, Assistant City Manager, Happy Valley (Chair)
- Dan Bartlett, Senior Advisor, OCCMA
- Heidi Bell, City Manager, Donald
- Robb Corbett, City Manager, Pendleton
- Christina Fadenrecht, Administrative Specialist, Milwaukie
- Kelsey Lewis, Management Analyst II, Tualatin
- Aaron Palmquist, City Manager, Irrigon
- Alex Rains, Assistant City Manager, Scappoose
- Rachel Sykes, Management Analyst, Lake Oswego
- Melissa Thompson-Kieffer, Assistant City Manager/City Recorder, Nehalem
- John Walsh, City Administrator, St. Helens
- Marty Wine, City Manager, Tigard

Support for Managers

To connect our members with the network of opportunities to gain knowledge, insight, experience and perspective through developing other professionals in the field.

- Michael Sykes, City Manager, Scappoose (Chair)
- Dan Bartlett, OCCMA Senior Advisor
- Ben Bryant, Assistant City Manager, Happy Valley
- David Clyne, Retired Manager
- Robb Corbett, City Manager, Pendleton
- Dan Huff, City Manager, Molalla
- W. Blair Larsen, City Manager, Stanfield
- Zoe Monahan, Assistant to the City Manager, Wilsonville
- Eileen Stein, City Manager, West Linn

Bylaws & Policy

Review Bylaws and Constitution and recommend amendments as requested by the President and Board of Directors.

- Sean O'Day, Executive Director, MWVCOG (Chair)
- Denise Carey, City Manager, Estacada
- Nathan Cherpeski, City Manager, Klamath Falls
- Spencer Nebel, City Manager, Newport
- Aaron Palmquist, City Manager, Irrigon
- Tom Pessemier, City Manager, Independence
- Dale Shafer, City Manager, Nehalem
- Kenna West, City Manager, Willamina

Audit

Meet with Secretary-Treasurer to review all financial transactions, and provide a report to the Board after the close of the fiscal year.

- Spencer Nebel, City Manager, Newport (President-Elect, Chair)
- Sean O'Day, Executive Director, MWVCOG
- Dale Shafer, City Manager, Nehalem

Professional Development

Enhance and promote professional development and training opportunities to help advance the professional capabilities of OCCMA members.

- Spencer Nebel, City Manager, Newport (President-Elect, Chair)
- Nathan Cherpeski, City Manager, Klamath Falls
- Phillip Cooper, Professor of Public Administration, PSU
- Steve Dahl, City Administrator, Drain
- Rachael Fuller, City Manager, Hood River
- Joe Gall, City Manager, Sherwood
- Dan Huff, City Manager, Molalla
- Sherilyn Lombos, City Manager, Tualatin
- Susie Marston, City Manager, Gervais
- Masami Nishishiba, Associate Professor & Dept. Chair
- Ann Ober, City Manager, Milwaukie
- Aaron Palmquist, City Manager, Irrigon
- John Walsh, City Administrator, St. Helens
- Sara Singer Wilson, Principal, SSW Consulting
- Michael Sykes, City Manager, Scappoose
- Peter Troedsson, City Manager, Albany
- John Walsh, City Administrator, St. Helens
- Marty Wine, City Manager, Tigard
- Christy Wurster, City Manager, Silverton

ICMA Liaison

Identify and recommend actions in relation to the ICMA/OCCMA Affiliation Agreement and provide updates on international issues.

- Marty Wine, City Manager, Tigard (Chair)
- Martha Bennett, Chief Operating Officer, Metro
- Brian Latta, City Administrator, Harrisburg
- Peter Troedsson, City Manager, Albany

Membership

Ad Hoc Committee to investigate OCCMA membership classifications and dues structure and provide recommendations to the OCCMA Board of Directors.

- Robb Corbett, City Manager, Pendleton (Chair)
- Sean O'Day, Executive Director, MWVCOG
- Christy Wurster, City Manager, Silverton

2021 ICMA Conference 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 fund raising, social and program activities and business and logistical support.

- Joe Gall, City Manager, Sherwood (Chair)
- Spencer Nebel, City Manager, Newport (Chair)
- Eileen Stein, City Manager, West Linn (Chair)
- Cynthia Alamillo, City Manager, Manzanita
- Dan Bartlett, Senior Advisor, OCCMA
- Martha Bennett, Chief Operating Officer, Metro
- Ben Bryant, Assistant City Manager, Happy Valley
- Pete Capell, City Administrator, Camas
- Zach Chamberlin, Student, Portland State University
- Elizabeth Gray, Student, Portland State University
- Joe Hannan, City Manager, Newberg
- Susan Hartnett, Strategic Projects Manager, Portland
- Sean Hennessee, County Manager, Clark County
- Erik Jensen, Principal, Jensen Strategies
- Michael Jordan, Director, Portland Bureau of Enviro. Services
- Brian Latta, City Administrator, Harrisburg
- Kelsey Lewis, Management Analyst II, Tualatin
- Sherilyn Lombos, City Manager, Tualatin
- Richard Meyers, City Manager, Cottage Grove
- Cory Misley, City Manager, La Pine
- Bill Monahan, Retired City Manager
- Ann Ober, City Manager, Milwaukie
- Sean O'Day, Executive Director, MWVCOG
- Aaron Palmquist, City Manager, Irrigon
- Megan Phelan, Assistant City Manager, Lake Oswego
- Steve Powers, City Manager, Salem
- Amanda Rapinchuk, Student, Portland State University
- Colleen Riggs, Assistant City Manager/City Recorder, Cannon Beach
- Gary Schmidt, County Manager, Clackamas County
- Cate Schneider, Analyst, Multnomah County
- Dale Shafer, City Manager, Nehalem
- Lindsey Shafer, Senior Legislative Assistant, Clark County
- Sara Singer Wilson, Principal, SSW Consulting
- Ashley Sonoff, Administrative Analyst, Gresham
- Steve Taylor, City Manager, Kelso
- Madison Thesing, Management & Program Analyst, Lake Oswego
- Jeanna Troha, Assistant City Manager, Wilsonville
- Dave Waffle, Assistant Finance Director, Beaverton
- Marty Wine, City Manager, Tigard
- Kent Wyatt, Senior Management Analyst, Tigard
- Kim Yamashita, City Manager, Sandy
- Eric Zimmerman, Deputy City Manager, Medford

RENO, NEVADA | MARCH 20-22

2019 ICMA WEST COAST REGIONAL CONFERENCE

INCUBATORS OF INNOVATION

Develop an innovation mindset.

Dream up a playbook. Expand your professional network.

The 2019 ICMA West Coast Regional Conference brings together local government leaders with a passion for becoming the next great smart community.

At this year's event in Reno, Nevada, it is ICMA's goal to help you and your team build a playbook filled with innovative ideas, and to help you of new technology as it becomes available in 2019 and beyond.

THE VENUE

Renaissance Reno Downtown Hotel | One South Lake Street | Reno, Nevada 89501

Room rate: \$169 | Reservation cut-off date: March 6

SPEAKERS

- Keynote Speaker: Xavier Hughes, chief technology and innovation officer, ICMA
- Peggy Merriss, retired city manager, Decatur, Georgia and former ICMA President
- Ron Carlee, DPA, Professor, Old Dominion University, Norfolk, Virginia

ICMA

RETIREMENTS

Kim Yamashita Resigns from Sandy December 31, 2018; Retiring End of June 2019

By Sheila Ritz, Senior Advisor

Kim has been the city manager of Sandy for the past 2 ½ years. Prior to her city manager appointment, she was the Sandy Police Chief for 7 years. She has many years experience in law enforcement. She has accepted the Interim Police Chief appointment for the City of Gladstone and will work there through June 2019. Kim told the City Council when she announced her upcoming retirement that she was somewhat ambivalent about leaving. Financially it makes sense for her and her husband, but her heart was still in it for Sandy and the great staff working there. The Council expressed disappointment that she was leaving so soon but very happy for her. Many people tried to talk her into staying, but good heartedly.

Upon retiring at the end of June, Kim and her husband are considering moving somewhere in Idaho or perhaps the southwest area of South Dakota. In retirement they plan on hunting, fishing and traveling. They currently have horses

which they will be taking with them when they move. Kim is also an artist – painting with a variety of media. She showed me a few pictures of her work. She is very, very good! Two of her paintings are hanging in the Sandy Police Dept. building. Also she has received commissions for several paintings.



The City Council appointed Jordan Wheeler as her replacement. Jordan starts work as Sandy city manager January 2, 2019.



LOC's Local Government Spring Conference in Ashland

The LOC is excited to host our first-ever one-day conference in southern Oregon. It will be a great opportunity for public officials from around the state to network about issues impacting all cities. Session topics include dealing with wildfires, preparing for and managing controversial public meetings; ten lessons from successful bond campaigns; and more. The keynote address will be provided by US Attorney Billy Williams and the event will be bookended by two networking receptions. Registration is limited, so we encourage you to register as soon as possible at www.orcities.org.

Don Krupp, Clackamas County Administrator, Retires

By Sheila Ritz, Senior Advisor



Don has been the Clackamas County Administrator since September 2013. With the birth of his grandson 6 months ago and his 40 years of public service, he decided to retire the end of January. Don attended college in San Diego, California and that's where he met his wife. Don and his wife are moving back to San Diego to be close to their son's

family (including young grandson). A few years ago, they purchased a second home in San Diego with the intention that they wanted to retire there. Their son's family had been renting the home from them and recently his son was able to purchase their own home.

Don has a varied background in public service. Prior to Clackamas County, he worked for Thurston County, Washington for 20 years. He also has worked for a number of different cities and Washington State departments. He was in community development prior to county management.

I asked Don what his plans were in retirement. He said certainly spending time with his new grandson; they have signed up at a local fitness club to stay healthy; some traveling; and he might do some consulting and/or guest lecturer at the university he attended. Don is also interested in possibly working part-time for FEMA to participate in emergency response and relief efforts after an event. He has a great deal of knowledge in emergency planning and response.

When I asked Don about his accomplishments in Clackamas County, he said that when he first started there, he believes he was a force of stability and calm with the elected officials and staff as they had been going through a number of years of political turmoil. He feels he made a difference in getting the elected officials to work together more effectively. Also, the county is now in better financial condition and they have been able to attain AAA bond rating. Don is pleased that he was able to get all 5 Commissioners to participate in the Portland Pride Parade. Officials from Milwaukie and Lake Oswego have joined them. Another accomplishment was consolidating the governance structure and operations of the prior 3 county service districts for wastewater treatment and surface water management. The consolidated district is Water Environmental Services and it serves 165,000 citizens including residents of Happy Valley, Milwaukie, Oregon City, Gladstone, Johnson City, West Linn and some unincorporated areas. With this consolidation the increase in overall efficiencies should be substantial; save customers millions of dollars and keep rates low. Don participated with Metro, West Linn, Lake Oswego and Tualatin in developing an agreement for planning the Stafford urban reserve area. This agreement was approved unanimously in 2017 by all the affected elected officials. Don is also pleased that the litigation with the City of Gladstone over library services was resolved. The result is that both Gladstone and the Oak Grove area will each have their own library. Don said it is unfortunate that he wasn't able to see resolution of the litigation between Happy Valley and the County's North Clackamas Parks & Recreation District. Happy Valley residents voted to withdraw from the district but there is litigation not only about the correct procedure for withdrawal but also the division of assets.

Wish Don and his wife well in his retirement!

Oregon Senior Advisors



From
**Dan
Bartlett**



I attended LOC's **Elected Essentials** on December 5 at Pine Grove Community House in **Manzanita**. This is a special location in the city. Their web site says: "For many years, the Pine Grove operated as an informal city hall, the town library, the heart of the community – much as it does today. Times and events may have changed but Pine Grove continues to be a central place in building a stronger community and marking special occasions." City Manager **Cynthia Alamillo** and council members were great hosts to the large gathering. **Newport** City Manager **Spencer Nebel** and I were members of the panel for the workshop on Achieving & Maintaining High-Functioning Governing Bodies. As soon as the afternoon break started, I headed toward Waldport, the location for Elected Essentials the next day.



On December 6, I was at the Waldport Elected Essentials workshop for registration and continental breakfast. **Erin**

Reynolds, Florence city manager; **Craig Martin, Toledo** city manager; and **Shannon Beaucaire, Yachats** city manager were in attendance. Again, Spencer Nebel and I were members of the panel for the Workshop on Achieving & Maintaining High-Functioning Governing Bodies. I started the morning sitting at a table with newly-elected Oakridge city councilors. I learned that **Phil Messina** was hired as the Oakridge interim city administrator. (I had lost track of Phil. Preparing this report, I found a radio clip about him in Sitka, AK: www.kcaw.org/2017/07/01/qa-phillip-messina-sitkas-interim-administrator/) One thing I've learned from these training gatherings is that they are not the best places for visits with city managers. The manager's primary responsibility is to support their councilors.

I started my north bound drive up the 363.1 miles of Highway 101 in Oregon after visiting family in Southern Oregon. My first stop was in **Brookings**, with **Janell Howard**, city manager since June 2018. She grew up in Brookings, then went away to college and got her CPA. She worked in Monmouth with **Scott McClure**. She was in Coos Bay for 11 years with **Bill Grile, ICMA-CM**. She said she underestimated the wind and rain further north on the Coast. She said that Brookings is so much warmer. You can walk to work nearly every day of the year. In 2009 she returned to Brookings as the finance and human resources director.

Janell has **Gary Milliman, ICMA-CM** around to consult with. He was appointed by their council to represent the city as a volunteer on the Border Coast Regional Airport Authority and the Southwest Area Commission on Transportation. The council named Milliman city manager emeritus and he serves as municipal

court judge pro tem. He has a Special Court Jurisdiction certificate from the National Judicial College and is a member of the Oregon Municipal Judges Association. At the Elected Essentials in Bandon, I learned that he acts as municipal judge for other jurisdictions. He also used to own a railroad in Northern California.



I drove to **Bandon** for the December 13, **Elected Essentials**. Gary Milliman, retired Brookings city manager and I were on the workshop on Achieving & Maintaining High-Functioning Governing Bodies panel. I must admit to having a senior advisor senior moment. I had notes on the attendees. I have gone through all the papers I collected on the trip and my notebook. Apparently, I filed that list in a very safe place. Like the other sessions this one provided important information for newly-elected and continuing elected officials, and administrators and managers. I left at the break and headed North on Highway 101 to Florence. Florence is just about half way along the wonderful 363.1 miles of the Oregon Coast.



We stayed there for the night and met **Megan Messmer, Florence** city project manager & public information officer, for dinner. Megan detailed the city hall remodel and expansion project that is very visible from High-

way 101 (details are at www.ci.florence.or.us/citymanager/city-hall-remodel-expansion/.) The brief overview is that the building was

completed in 1967. It had little modernization. This \$3 million project was built into their long-term financial plan. They started it on January 10, 2018. Half of the city hall staff moved to their public works facility and the other half to unfinished space in their police facility. They will return to the remodeled city hall on February 6, 2019. When they move in, they will have modern space and expanded council chambers. I can attest to the condition of the building. I visited former city manager, **Rodger Bennett, ICMA-CM**, while he was there 2001-2006.

Megan is working on a revision to the Florence Streetscape project on Highway 101 and Highway 126. This will be a \$7.4 million city project and ODOT will do a \$1.8 million paving project. I asked her why there were no Christmas lights on the highway. She said the project will provide outlets so that they can do lights next year. Citizens have wanted flower baskets, banners and lights. This will be possible in the future. Like many smaller communities they are having difficulty filling police positions.

The **North Coast Managers** group met on January 15 at Seaside Brewery. I assume host, **Mark Winstanley**, Seaside city manager, selected the location because it was across the street from Seaside City Hall. Attendance included: **Brett Estes**, Astoria city manager; **Bruce St. Denis**, Cannon Beach city manager and **Colleen Riggs**, assistant city manager/city recorder; **Monica Steel**, interim Clatsop County manager and finance and budget director; **Kevin Leahy**, Executive Director, (CEDR) Clatsop Economic Development Resources; **Dan Bartlett**, ICMA/OCCMA Senior Advisor; **Jim Knight**, Port of Astoria, Executive Director; **Skyler Archibald**, Executive Director, **Sunset Empire Parks and Recreation District**; **Jeff Hazen**, Executive Director, **Sunset Empire Transit District**; **Chad Sweet**, Gearhart city manager and **Linda Engbretson, CMC**, Warrenton city manager.

Jeff Hazen reported that they have moved the Seaside Transit Center to near the Holiday Inn using grants from HB 2017 for funding. The Port is looking at projects to improve our communications connections. Astoria has three new city councilors. They are working on a multi-year, multi-bridge "Waterfront Bridges Project. They are recruiting a fire chief. Clatsop County interim manager, Monica Steele is working with new commissioners who want to have a Parliamentary for Board meetings. Their Jail Bond Measure passed on the third try. They are going to be hiring a project manager to run the \$20 million project to re-purpose the former Oregon Youth Authority facility in Warrenton. Cannon Beach is conducting a process to identify the best location to replace the current city hall. Their City Hall/Police Station Problems Statement document says: "The current City Hall/Police Station facility started its life 70 years ago as a lumber yard and has been modified over the years to house a City Hall and Police Station. During initial construction or in subsequent modifications there has been no obvious attempt to incorporate any structural elements that would make it even minimally resistant to a small to medium earthquake or tsunami event." So far, the locations that have been evaluated have potential problems and the site evaluation is ongoing. Jerry Taylor says he only knows what happens in Manzanita on Tuesday and Wednesday. He's doing project management on their proposed new city hall to replace the gas station that was converted for their current location. They have identified several sites and have turned the list of potential sites back to city council for consideration. Chad Sweet noted that elk continue to be a problem and McMenamins Gearhart Hotel has opened a new three-story annex. Someone noted that former Cannon Beach city manager, **Rich Mays**, was now the mayor of The Dalles. The city website says: "Rich Mays and his wife Rose moved to The Dalles from the Oregon Coast in January of 2015. His 40-year career in public service includes 33 years in municipal government with

28 as a city manager in Cannon Beach, Oregon; Jefferson City, the state capital of Missouri; and Collinsville and Sterling, Illinois. Rich also served as the interim county manager for Clatsop County following his retirement from Cannon Beach in July of 2014. Rich and Rose are members of the Gateway Church and moved to The Dalles to be closer to their daughter, Christine, and their two grandchildren, Olivia and Carter, who helps Rich volunteering for The Dalles High School Booster Club." Looks like some time during the NW Regional Conference in Hood River, some of us should pay his city a visit.

Seaside city manager, Mark Winstanley reported that their convention center remodel was half done. They expect completion by July 31. It may be done before that. Our conference planning group could consider this as a location for a future conference.

Our future meeting schedule and hosts are: March 19 – City of Cannon Beach; April 16 – Sunset Empire Transportation District; May 21 – City of Manzanita and June 18 – City of Warrenton.

Washington County Managers met in the Charles D. Cameron Public Services Building in Hillsboro on January 23. The building opened in 1990. It is undergoing seismic and other modifications. Charlie began working for the county in 1983. I worked with him when I was Benton County administrative officer and while I was city manager in Milwaukie. He was county administrator from 1986 to 2006. I saw him and his management team frequently at the various alphabet soup meetings for AOC, Metro, libraries and ICMA/OCCMA managers get together.

I'm not sure I got all the folks attending the meeting. My notes show: **Joe Gall**, Sherwood city manager; **Rob Davis**, Washington County; **Sia Lindstrom**, Washington County senior deputy administrator; **Abigail Elder**, Beaverton Mayor's Office director; **Robby Hammond**, Hillsboro interim manager; **Diane Taniguchi-Dennis**, CWS Advisory Committee; **Andy Varner**, North Plains city manager; **Michael Weston**, King City manager; **Marty**

Wine, Tigard city manager and **Rob Drake, Cornelius** city manager. Robby introduced two members of Hillsboro's Eureka Mentor Program: **Amber Ames**, city recorder, and **Layne LeBlue** from Public Works. They did a presentation on a program modeled somewhat after a Bloomberg i-team project. For the concept outline check out: www.bbhub.io/dotorg/sites/2/2014/08/Innovation-Team-Playbook_2015.pdf. I'm thinking that this project might be good for presentation at one of our future conferences.



Clackamas County Managers meeting – Nov. 5

In attendance were **Tony Konkol (Oregon City)**, **Megan Phelan (Lake Oswego)**, **Sara Jo Chaplan (Oak Lodge Water Services)**, **Ann Ober (Milwaukie)**, **Jason Tuck (Happy Valley)**, **Jacque Betz (Gladstone)**, and **Dan Huff (Molalla)**.

We met on the day prior to the election. There were many stories to be told about pre-election craziness! It seemed the only city that had no controversy with city council elections was Molalla.

They discussed some ballot measures and the electric scooter pilot project in Portland. Apparently, some people in Portland have been throwing the scooters into the Willamette River. The City of Portland gets \$0.25/hour a scooter is leased.

They also discussed the private insurance company that has been endorsed by the National League of Cities to insure the portion of utility lines on private property. The sentiment was not in favor of such endorsement.



Abigail Elder, Director of Mayor's Office, Beaverton

When Randy Ealy resigned to take a position with PGE, the mayor decided to split his responsibilities

into two positions: the Director of the Mayor's Office (held by Abigail) and Government Relations Manager (held by Joyce Bernard). Abigail was appointed to her current position in May 2018. She serves as senior-level advisor to the mayor and is mayor pro-tem in the mayor's absence. She leads interdepartmental initiatives and projects. She directs and manages the Mayor's Office programs and operations, including Arts, Cultural Inclusion and Community Services; Dispute Resolution; Emergency Management; Facilities; Graphic Services; Neighborhoods, Public Involvement and Communications; Recycling and Solid Waste; and Sustainability.

Abigail earned her Master's Library Science at the University of Wisconsin. She received her Master's Public Administration at Portland State University. She was a librarian for 20 years; the last 5 years as the library director in Beaverton and the previous 5 years as the Tualatin Library Manager. She also worked at the Multnomah County Central Library for 4 years.

Major issues and projects Abigail is working on include: housing and homelessness; their new public safety center which is scheduled to be completed in March 2020; small cell wireless franchise agreement; public engagement strategies on all issues. Extensive public participation in city affairs is a priority of Abigail's. She also discussed an exciting project under construction just down the street from city hall – the Patricia Reeser Center for the Arts. This facility will house spaces for a variety of performing arts events, an art gallery, arts education classrooms and an outside festival area. Spaces will be available to lease for a wide variety of entertainment events.



Jordan Wheeler, Sandy City Manager

Jordan officially started January 2 in his first city manager position. He spent a few of his vacation days in December at Sandy city

hall with Kim Yamashita to be brought up to speed on things. (Kim resigned effective December 31.) Sandy has a newly-elected mayor and the council is having a goal-setting retreat during the first week of January. This will provide Jordan with his priority direction for the city's work plan.

Jordan earned BA degrees in political science and history at the University of Washington, Seattle. He also obtained an MPA degree at Portland State University. He first worked for the City of Lake Oswego as a management intern for 6 months in 2007. Then he worked for the Portland Development Commission for 6 months. The past 10 years Jordan worked for the City of Lake Oswego as a management analyst, then Asst. to City Manager, and the past 5 years as Deputy City Manager.

He was very attracted to the city manager position in Sandy for a number of reasons: they have their own transit system; they have installed fiber to provide internet service to the community at a reduced cost; their budgeting process is the same as what they use in Lake Oswego; the positive reputation of the Sandy city governance and staff; and the community location. Of course, Scott Lazenby's previous positive experience as Sandy City Manager was influential in Jordan's decision to apply.

Ongoing projects that Jordan will need to oversee include the sewer treatment plant expansion and addressing I&I throughout the entire sewer system. The city paid the school district \$3 million to purchase the middle school property which includes 48 acres and a swimming pool. The city is updating their parks & recreation plan looking at options to remodel or rebuild the swimming pool. Concerning growth, 660 acres of land was added to the urban growth boundary in 2017. Planning is in process for a mixture of residential, industrial, and

commercial development. This expansion was accomplished by city staff because they are outside of the Metro boundary. 1000 Friends of Oregon submitted written support of this urban expansion to the state. That's a great reflection on the work done by the Sandy city staff! About 6 months ago, the city approved a new branding design with the assistance of North Star. Jordan will need to continue with its implementation. A city staff salary study/compensation analysis is also planned for this year.



Region 2 Small Cities meeting - Dec. 20

Representatives of **Maywood Park, King City, North Plains** and **Wood Village** were in attendance.

Kevin Toon, LOC Communications Director, and Denise Nanke, LGPI Administrative Assistant, gave a presentation on their social media communication strategies. The new LOC Director has placed an emphasis on expanding their social media presence.

The LOC Facebook page has 1,078 likes. They have a connection now with someone in about 80% of the cities. LOC averages 35 posts/month. They have seen 25% growth in city connections in the past year. Video posts have been the most popular. Their target audience is city elected and appointed officials.

The target audience of their Twitter page is the media, legislators and LOC members. They currently have 1,168 followers and they average 25 posts/month.

LOC also has a YouTube channel with 49 subscribers. They show conference sessions, training videos, legislative updates and recaps on the channel.

Denise talked about their *City Focus* podcast which just started in September. She encouraged everyone to look at <http://loccityfocus.libsyn.com> and to contact her at DNanke@orcities.org if you have an idea for a topic or want to be a guest on the show.

Maywood Park reported they are working with the City of Portland on sewer hook-ups and transportation improvements. Metro recently approved a 536 acres annexation to King City. In North Plains social media is a current priority of the city council and they have 512 new homes planned. In Wood Village they have completed relocating the utilities which was needed to complete the sale of the city hall property on 238th and Halsey. Wood Village staff will relocate to leased space in an industrial building just to the west on Halsey Street. They may be moving this spring. A location for building a new city hall has not yet been determined. The existing city hall will be demolished and the site redeveloped with some commercial spaces around the corner of 238th & Halsey with several apartments on the north side of the property.

Clackamas County Managers meeting – January 7

Jason Tuck (Happy Valley), Eileen Stein (West Linn), Zoe Monahan (Wilsonville), Scott Lazenby (Lake Oswego), Megan Phelan (Lake Oswego), Tony Konkol (Oregon City), Dan Huff (Molalla), Denise Carey (Estacada) and Jacque Betz (Gladstone) were in attendance.

They talked about the election results with their city councils and the various ways cities are conducting goal-setting sessions. Some cities hire consultants and others just use staff to facilitate the meeting. Some cities have multi-day sessions and some just have one meeting.

Lake Oswego will be recruiting for Scott Lazenby's replacement. Scott is retiring the end of June 2019. As of this writing they have not yet hired a recruiter. The others shared who they have used in the past for city manager recruitment.



**City of West Linn
Eileen Stein, City
Manager**

It will be 3 years in June that Eileen has been city manager here. She noted that all the city staff is a great

group of people. The Finance Director, Community Development Director and Police Chief have all changed since she was hired. She said the department heads all work together so well that it is a pleasure working with them.

Last May the citizens passed a \$20 million GO bond measure. \$13 million is for transportation projects, \$3.5 million is for parks and \$2.5 million for city facilities. (\$0.5 million funded the financing costs and there is \$0.5 million for contingency). So far they have expended park funds for athletic field renovations and started work on a number of park improvements. On transportation projects they have spent some funds on safe routes to schools. Some of the facilities money has been spent on community center improvements, the library and a fire station. A great deal more work is planned.

The city holds a goal-setting session every year. It is conducted over 2 all-day meetings. Sam Imperati will be facilitating it this year. The first day covers accomplishments during the past year, reports from advisory committees, state of the city in terms of finances and other related information. The second day is devoted to council discussion setting goals, which can include long-term and short-term. Eileen recently discovered the city is facing a \$1.5 million deficit over the next two years. (The city does a 2-year budget.) They have reviewed the assumptions used in preparing the budget and there are no solutions there. So it may be a difficult budget development process this year. The council needs to have this information before being able to set reasonable goals for the city.

A sampling of the draft actions to support city goals the council established at their retreat is noted below. The council will meet February 4 to consider revisions before approval.

- * Prioritize disaster preparedness activities within the city in accordance with budgetary considerations and the City's approved Emergency Preparedness Plan, Natural Hazards Mitigation Plan, Debris Management Plan, and other approved Master Plans. This includes training activities and funding generators and other emergency needs for the police station and library. Create a Disaster Preparedness Task Force to work on community outreach and training (possibility of CERT program).
- * Ensure the development plan review process takes into consideration all comments from the public, neighborhood associations and citizen advisory groups.
- * Support efforts to repair and reopen the Willamette Falls Locks.
- * Hire a transportation consultant to develop a sustainable funding plan and proposal for an intra city shuttle system.
- * Identify additional revenue sources to create a balanced budget and maintain an acceptable level of service to the residents.



**Dylan Digby,
Assistant to the City
Manager**

Dylan has worked for the city of West Linn for 13 years now including the past 2 years in his current

position. He previously worked in public works and engineering. He received his degree in zoology from Oregon State University and he had taken several engineering classes which enabled him to get his first job with West Linn.

Right now he is training the new community relations manager, who he supervises. This position works with the Youth Council, oversees social media accounts, website, assists with special events,

citizen complaints, media contacts and general communication and engagement with the public on city projects and functions.

Dylan works on a variety of special projects, handles citizen complaints and assists Eileen with numerous activities. He works on legislative issues with the city's lobbyist, manages council requests and tracks progress on council goals. He works on special events, preparation for council meetings and the annual Council Goal Setting Retreat. He also performs research and analysis of current issues. Last year he helped coordinate the Emergency Preparedness Fair which was a great success. He also coordinated the planting of a Peace Pole at City Hall to spread the message of compassion, love and peace.

Please feel free to call or email the senior advisor in your area if you need assistance.

Dan Bartlett – (503) 791-8060, drbartlet@charter.net

Wes Hare – (541) 947-3700, wehars@comcast.net

Dave Kanner – (541) 851-1267, dave_kanner@yahoo.com

Larry Lehman – (541) 377-3771, larry@wtechlink.us

Sheila Ritz – (503) 698-5171, sheilaritz.sa@gmail.com

MANAGERS ON THE MOVE

Recruitments in Progress

Amity | City Administrator

Beaverton | Community Engagement Manager

Bend | Senior Management Analyst

Dallas | City Manager

Deschutes County | Finance Director

Oakridge | City Administrator

Sisters Parks and Recreation | Executive Director

Springfield | City Manager

Umatilla | Administrative Services Manager

Wilsonville | Finance Operations Manager

2019 Webinar Schedule and Advance Registration Links



ICMA State Association Coaching Partners:

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The following webinar topics were the highest rated in a poll of leaders across the ICMA State Association Coaching Partners and sponsoring professional associations. We recruit top presenters across the U.S.

Register now. Advance registration is required for each webinar. Simply click on the links below. Even if you can't attend a live session, register so that you'll receive an email when the digital recording is available. You also will find the registration links at <https://icma.org/coachingwebinars>.

<i>Webinar Topic [link takes you to free registration]</i>	<i>Date and Time</i>
Ethics in Action -- When it's your duty to say "no"	Wednesday, April 10 11a.m.-12:30 p.m. PT (2-3:30 p.m. ET)
Retooling Workplace Culture to Thrive in 21st Century	Thursday, May 16 10:00 – 11:30 a.m. PT (1:30-3 p.m. ET)
Encouraging Inclusive Communities	Wednesday, June 12 9:30 – 11 a.m. PT (12:30-2:00 p.m. ET)
Grappling with Gnarly Issues (opioids, homelessness, etc.) -- how local government can help	Wednesday, September 11 10 a.m.-11:30 a.m. PT (1-2:30 p.m. ET)
Promoting Trust in a Divisive World	Thursday, October 10 11:00 a.m.-12:30 PT (2-3:30 p.m. ET)
Having Difficult Conversations in Your Organization and Beyond	Thursday, November 14 9:30 -11 a.m. PT (12:30-2:00 p.m. ET)

Participate as a group. This is an excellent way to learn best practices together and boost talent at all levels. Each webinar includes a set of Post Webinar Discussion Questions to stimulate your conversation. It's like professional development in a box—add talent and stir.

Access presentations, resource materials, and digital recordings. You'll find these at the "Agendas & Archives" tab of <https://icma.org/coachingwebinars>. Subscribe to the free email list for webinar and program updates at <https://icma.org/coachingList>.

Tap additional resources to thrive in local government. Check out 1-1 Coaching, Talent Development, Career Compass articles, and other resources at <https://icma.org/icma-coaching-program>.



ICMA Credentialing Program

The ICMA Credentialing Program recognizes professional local government managers qualified by a combination of education and experience, adherence to high standards of integrity, and an assessed commitment to lifelong learning and professional development. Managers are recognized by ICMA through a peer review credentialing process, and this self-directed program offers an opportunity for interested ICMA members to quantify the unique experiences they bring to communities.

There are many benefits to credentialing, including:

- Recognition as a professional local government manager

- Quantification of the unique expertise you offer
- Demonstration of adherence to high standards of integrity
- Structured and focused professional development plan
- Peer review of professional development activities and learning
- Eligibility for Legacy Leaders Program
- Access to special workshops and other training for ICMA Credentialed Managers and Candidates

For more information and to apply, visit icma.org.

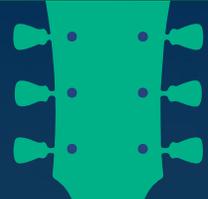
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