



## **MICHIGAN LOCAL GOVERNMENT MANAGEMENT ASSOCIATION PROFESSIONAL DEVELOPMENT COMMITTEE**

### Meeting Minutes

Friday, June 19, 2009

Conference Call

Present: Lauren Wood (Birmingham), Christine Andrysiak (Plante/Moran), Rob Hillard (Allegan), Jay Cravens (Bloomfield Hills), Mike Mitchell (Hillsdale) and Tim Klunder (Zeeland)

Absent: Jose Reyna (Grand Rapids), Art Shufflebarger (Milford), Dana Foster (Brighton), Dale Kerbyson (Lapeer) and Randy DeBruine (Belding)

Special Guest: Doug Walls (Intern – City of Allegan)

T. Klunder called the meeting to order at 10:05 a.m.

It was moved by Mitchell, supported by Wood, to approve the meeting minutes of March 20, 2009. Motion approved unanimously.

Mentoring/Coaching Subcommittee Update: Klunder reported that he checked with Mark Wollenweber on the status of the subcommittee established to look at a Coaching/Next Generation Program. The subcommittee is co-chaired by Mark Wollenweber and Bob Bruner. Mark informed Tim that due to work schedules that no significant progress has been made by this subcommittee. Klunder noted that he would continue to follow-up with the subcommittee and report back to the PDC at the next meeting.

Scholarship Guidelines: The committee revisited the discussion it had at the March 20, 2009 meeting regarding a requirement/or lack thereof, to be a member of MLGMA before one is eligible for a scholarship from MLGMA to attend one of the approved professional develop institutes. During the discussion it was questioned if the length of time should be to a specific community or to MLGMA in general. The general consensus was that if a length of time is instituted it should be two years as this is consistent with Tenet 7 of the ICMA Code of Ethics. The committee also discussed if a scholarship recipient should have to wait a certain period of time before they can apply for another scholarship from MLGMA. After further discussion the committee felt that it should vote on the length of service requirement to MLGMA in order to

be eligible for a scholarship from the Professional Development Committee. This vote will be considered at the September 18, 2009 meeting.

Scholarship Funds: Klunder noted that the committee has \$5,600 remaining in this year's scholarship appropriation. The committee discussed what should be done with the remaining \$5,600. It was moved by Hillard, supported by Cravens, that the committee recommend to the MLGMA Board that the \$5,600 be re-appropriated to next year's scholarship program or (2) if a Coaching/Next Generation Program gets started in this fiscal year that it be considered as start-up money for that program. The motion passed unanimously.

PDC Goals Update: The committee reviewed progress on the 2009 Goals and Objectives set before the Professional Development Committee.

1. Scholarship Program – completed.
2. Target efforts at core competencies – Christine Andrysiak noted that she would ask the Winter Institute Committee to focus on the core competencies and/or how the sessions relate to the core competencies of ICMA.
3. Develop opportunities for women, minorities, and assistants that aspire to be city managers and work with other professional associations to support persons interested in city management – Lauren Wood will initiate a discussion with Pam Antil to see what work may be occurring within our organization in this regard.
4. Promote and encourage credentialing – Rob Hillard volunteered to follow-up with the ICMA on this item.
5. Local Government Management Initiative (LGMI) – It was noted that there will be an announcement on this program at the MLGMA Summer Institute. Those that plan to attend the Summer Institute will provide an update at the next meeting.
6. Mentoring/Coaching – A subcommittee is working to establish a program.

Upcoming meetings of the committee are:

- Friday, September 18 @ 10:00 a.m. (conference call)
- Friday, November 20 @ 10:00 a.m. (location to be determined)

There being no further business the meeting adjourned at 10:50 a.m.

Respectfully submitted,

*Timothy R. Klunder, PDC Chair*