



## Plumas County Management Council

A Commitment to Coordinated Public Service

Friday, November 7, 2014

Health & Human Services Building – 2<sup>nd</sup> Floor Conference Room (Social Services)

### **DRAFT MEETING MINUTES**

#### **9:05 AM: Call to Order**

Chair Dony Sawchuk calls the meeting to order at 9:05 a.m. Those present include: Julie White, Dave Preston, Lynn Sheehy, Kathy Williams, Tim Gibson, Bob Perreault, Jerry Sipe, Peter Livingston, Louise Steenkamp, and John Steffanic.

#### **Proposed Revisions or Additions to the Agenda**

Revisions to the agenda include Kathy Williams in place of Elliot Smart reporting on New Department Head Orientation.

#### **Approval of Draft Minutes of the October 3, 2014 Meeting**

Motion was made by Kathy Williams, seconded by John Steffanic and unanimously carried to approve the minutes of the meeting held October 3, 2014.

#### **Treasurer's Report**

Treasurer Julie White reported that we currently have \$1644.89 in the bank.

#### **Annual Christmas Courthouse Potluck**

Julie White made a request that the PCMC donate \$200.00 towards the cost of the annual Christmas Courthouse Potluck. Motion was made by Kathy Williams, seconded by Bob Perreault, and unanimously approved that the amount would indeed be donated.

#### **Live Streaming**

Bob Perreault reported that the first run of live streaming a Coordinating Council meeting the previous day was successful. The archived version will be available Monday or Tuesday of the next week.

#### **Employee Evaluation Form Revision**

No report was given due to the absence of Michelle Blackford.

#### **New Department Head Orientation**

Kathy Williams reported that the committee met in early October and has made significant progress. A hard copy of the website was handed out for members to view. Possible

additions were discussed and noted by Kathy, however, the majority strongly approved the work that had been done by the committee. Further work will be done before the website goes "live."

### **Management Council BBQ**

Plans for the BBQ were discussed. It was suggested that the BBQ be done in the Spring on a weekday. John Steffanic volunteered to further explore opportunities of having a more family oriented event on a Saturday. He will report to the Council on what he finds out next month.

### **Roundtable Reports**

Kathy Williams reminded members of the December 13<sup>th</sup> Employees Association holiday party held at the Veteran's Hall and the December 16 Christmas Courthouse Potluck. She provided the results to the recent election and reported that Plumas County was the first county in California to report to the Secretary of State that the votes were in.

Bob Perreault noted that it was a surprise to his department that the newspaper reported that Green Waste Disposal was to start this Saturday and also that the hours of operation were wrong also.

Peter Livingston reported on the progress of reviewing his department. He was pleased with the turnout for the survey regarding the department and that a plan was being developed to focus on the seriously mentally ill.

Jerry Sipe reported that the County Festival Ordinances were currently under review. The focus will be on better planning for the prevention of problems related to security and public safety issues.

John Steffanic provided further input on his department's staging of events at the Fairgrounds. With over 500 events held yearly at the Fairgrounds, he mentioned the same concerns about security and public safety even though the Fairgrounds is exempt from the County Festival Ordinance.

### **PCMC Discussion – Action-Development Roundtable**

A discussion was held on the things we could be doing as a Council to help those in need during the holiday season including things that had been done in the past. It was decided that Kathy would contact the Crisis Center for a count on the number of turkeys that might be needed this year. It was suggested that department heads could ask the employees in their departments for donations to purchase turkeys for needy families. In addition, Dony brought up the "Lean Management" strategy/model for government managing with less staff and money. Informational handouts about the program were distributed. It was brought to the attention of everyone at the meeting that this strategy had been implemented by Plumas County in the past and that it had not been successful or productive.

### **Announcements**

Confirm Next Regular Meeting: **December 5, 2014** at 9:00 a.m. at the H&HS Building.

### **Adjournment**

The meeting was adjourned at 10:45 a.m.

Minutes respectfully submitted by Lynn Sheehy.