



Supporting, educating and serving professional local government in Florida.

December 2016

Message from the Executive Director



by Casey Cook, FCCMA Executive Director

For only the third time in the state's history, the Constitution Revision Commission (CRC) will meet in 2017 to review the framework that is the foundation of Florida's government. The CRC's review of Florida's Constitution could impact every aspect of our daily lives- education, health care, natural resources, economic development, crime, taxes and how our local governments are run.

The CRC, comprised of thirty-seven members, meets once every two decades. CRC members will be appointed no later than February 2017 - Governor Rick Scott has 15 appointments, Senate President Joe Negron has nine appointments, House Speaker Richard Corcoran has nine appointments, and Chief Justice Jorge Labarga has three appointments. Governor Scott, Senate President Negron and Chief Justice Labarga are requesting that citizens interested in serving on the CRC apply through their websites. ([Read more](#))

President's Priority

PREPARING THE
NEXT GENERATION
 FLORIDA CITY AND COUNTY
 MANAGEMENT ASSOCIATION

A Call to Action Update
December 2016
Succession Planning
 Are you nurturing your current talent?
 Are you recruiting the right talent?

Succession and workforce planning present an opportunity to proactively identify and plan for staffing, training, and knowledge needs. Flagler County Deputy Administrator Sally Sherman recently participated in an ICMA Coaching Webinar “Succession Planning & Knowledge Transfer.” Sally shared her experiences and provided effective strategies to attract, prepare, and retain needed future talent. A digital recording along with a PDF of the presentation materials are available at the “Agendas & Archives” tab of <http://icma.org/coachingwebinars>.

Flagler County Officials Joe Mayer, Human Resources Director, Sally Sherman, Deputy County Administrator and Craig Coffey, County Administrator review a Succession Planning Worksheet



Succession Planning Worksheet							
Position Title	Incumbent Name	Job Description	Retirement Status	Criticality	Number of Staff Ready Now	Number of Staff Ready in 1-2 Years	Succession Planning Priorities
Growth Mgmt. Dir	Sue Maple	Supervise and direct staff in the planning, development engineering, code enforcement and building departments in the review of development applications and proposals.	C	1	1	1	x
Airport Supr.	Juan Lopez	Coordinate and perform work in administrative and operational management of the airport facilities. Ability to assess airport operations related to airport safety, security and environmental needs. Enforce airport rules, regulations and minimum standards. Assists in airport planning; coordinates emergency procedures with emergency personnel; oversees wildlife management and issues NOTAM's to ensure public safety.	B	2	0	0	xx
Vet. Services Mgr.	Victor Ross	Planning, directing developing, and implementing all veteran service programs. Compiling reports. Adjutant for Advisory Council and liaison for various service organizations. Must be a veteran.	A	2	2		x

Retirement Status:
 A: Retirement likely within 1 year
 B: Retirement likely within 3 years
 C: Retirement eligible within 5 years

Criticality:
 1: Critical - Must "hit the ground running"
 2: Very important - Fully functional within 6 months
 3: Important - Fully functional within 1 year

x Training/Assessing Current Staff xx Recruiting

Members News and Updates

New Members
 The following membership applications have been received.

- **Brenda Fettrow**, District III, City Manager, City of Rockledge, Full Member;
- **William Kauffman**, District VII, Assistant City Manager, City of Ocala, Full Member;
- **Ken Whitehead**, District VII, Assistant City Manager, City of Ocala, Full Member.

If no current member comes forth contesting these requests, he/she will be invoiced for dues.

Featured Member: Norton Bonaparte, City Manager, Sanford



How long have you been a FCCMA member?

Since 2011

Are you an ICMA member and if so, how long?

Yes, starting in 1977

Please describe your areas of formal/advanced education.

I have a Bachelor of Science in Civil Engineering from Worcester Polytechnic Institute, a Master of Public Administration from Cornell University's Graduate School of Business and am a graduate of Harvard University's Senior Executives in State and Local Government Program.

What got you interested in public service?

I started my education to become a civil engineer like my father who worked for the City of New York; however, after three years I decided I did not want to be a civil engineer. In speaking to one of my professors it was suggested that I look into public administration graduate programs. That's where I learned about a career as a city manager. ([Read more](#))

FCCMA Scholarship Program

Academic Scholarships

FCCMA offers two academic scholarships: the B. Harold Farmer Scholarship and the Raymond C. Sittig Scholarship. The recipients will each receive a \$2,500 scholarship and expense paid attendance at the FCCMA Annual Conference held May 31 - June 3, 2017. The recipients will be recognized during the Opening General Session of the conference on June 1, 2017.

Applications must be received by 5:00 p.m. February 27, 2017. Finalists will be invited for oral interviews March 24, 2017 in Orlando.

Emerging Leaders Conference Scholarship

The FCCMA Annual Conference Emerging Leaders Scholarship is designed to allow public administration students and entry-level city and county management professionals interested in continuing their academic and professional development as professional public managers to attend the FCCMA Annual Conference, May 31 - June 3, 2017. The scholarship includes complimentary registration and hotel room for three nights. Scholarship recipients are responsible for their own travel and food; however, most food is covered in the registration cost. Recipients will be honored and recognized at the Annual Awards Program of the conference on June 1, 2017. Applications must be received by 5:00 p.m. on February 27, 2017.

More information about both scholarships can be found [here](#).

Jobs in Transition for Managers in Transition (JIT for MIT)

FCCMA developed the JIT for MIT program last year to facilitate a quicker process to find jobs for the FCCMA MITs. Eligibility for this program will be FCCMA/ICMA registered MITs in Florida. Please contact Craig Hunter if you are interested and we will try to match you with a Lifesaver or Business Partner. ([Read more](#))

Member Articles



How St. Petersburg, FL Uses the SeeClickFix Tool to Engage Citizens During Times of Disruption, Crisis

December 6, 2016 | 4:01 PM

THIS BLOG POST HAS BEEN WRITTEN BY GUEST CONTRIBUTOR, DAVID FLINTOM, MAYOR'S ACTION CENTER, DIRECTOR, ST. PETERSBURG, FLORIDA

St. Petersburg has been a partner with SeeClickFix for over two years, and we have found great success with this tool for citizen engagement. From potholes to broken sidewalks and reports of graffiti, our citizens submit issue reports directly to city staff by way of both a website and a St Pete-specific mobile app. These issues are acknowledged and assigned to the responsible city departments, who then resolve the reported requests and close the issues, notifying the citizen users that the work has been done. SeeClickFix is a tool that can be used 24/7 for normal, everyday, expected municipal issues that every city experiences, but it lends itself extremely well as an asset when unexpected, 'disruptive' events emerge. ([Read more](#))

City of Sanford Citizens Academy

By Lisa Holder, Communications Officer, City of Sanford

Local government is government closest to the people, it's where the "rubber meets the road." This local turf, called the public sector, is accessible and thrives on citizen engagement. Couple that with the opportunity to educate the citizenry and you have a magical formula that equals the Citizens Academy "squared." As a result, Sanford's Citizens Academy has been a great success for the City with over 200 graduates since the Academy's inception in 2013.

City Hall's doors are always open, welcome and accommodating. But what really goes on behind the scenes? How are your tax dollars being utilized? Who are the faces behind the department titles, Public Works, Utilities, Building, Planning, etc.? What's the City's annual budget? Who manages the City of Sanford? ([Read more](#))

FROM OUR AFFILIATES

ICMA

Call for Ideas for the 2017 ICMA Annual Conference

ICMA has opened its Call for Ideas for the 2017 Annual Conference in San Antonio/Bexar County, Texas, October 22-25, 2017.

ICMA members are invited to suggest ideas for sessions that relate to one or more of the theme and career tracks developed by the 2017 Conference Planning Committee. ([Read more](#))

Local Government Internship Program

Here is your chance to give back! The LGIP is beginning its fourth year. Last year we placed 13 interns in local governments through the state.

The premier leadership fraternity at the University of Florida, Florida Blue Key and the Bob Graham Center for Public Service are organizing and sponsoring the Local Government Internship Program (LGIP) at the University of Florida for the Class of 2017. The LGIP will kick off the fourth year of LGIP in anticipation of placing local government interns in a wide array of disciplines starting in May 2017. ([Read more](#))

Events and Training Opportunities

Affiliate Training Opportunities

- [FLC training](#)
- [FAC training](#)
- [Cal-ICMA Coaching Opportunities](#)

FCCMA Four Hours Required Ethics Training

The Board changed the ethics policy at its last meeting and you now have until February 1st to report your training for the previous fiscal year. Any member who joined prior to October 1, 2015 must complete four hours of ethics training annually. If you have already completed the training and need help recording your hours, please contact Carol Russell at (850) 701-3607 or crussell@flcities.com.

FCCMA Annual Conference

The Florida City and County Management Association invites you to participate in the 2017 FCCMA Annual Conference by submitting an application to present a "TED"-type talk. Ted-type talk applications will be accepted through December 31, 2016 and will be reviewed by a committee designated by the FCCMA Annual Conference Committee who will select presenting ted-type talks. For more information and to download an application, [click here](#).

Center for Applied Ethics, Palm Beach State College

The Center for Applied Ethics at Palm Beach State College will hold a three-part ethical empowerment certificate program for navigating the "New Normal" with values, ethics and integrity.

Ethical Excellence Seminar will be held Friday, January 20, 2017 from 8:30 a.m. to 12:30 p.m. Experience this highly interactive session that provides the tools, skills and strategies to recognize and address a broad range of emerging ethical challenges, blind spots that can derail your decision making, and an action plan for sustained ethical readiness you can apply both at work and at home. Registration will open on January 5, 2017. ([Read more](#))

CCNA Requirements and Practices

One of the most requested FCCMA regional training topics the last couple years has involved the State's Consultants Competitive Negotiation Act (CCNA). For those who did not have an opportunity to attend one of those recent sessions, FCCMA is offering this one-hour webinar to cover this topic in a more abbreviated (thorough yet concise) format. The FCCMA Professional Development Committee is pleased to have Terri Lowery, a well-known and well-respected professional in the engineering field in Florida, to present this topic. Terri has been a long-time FCCMA supporter of trainings and other FCCMA events. Even though this is only a one-hour webinar, attendees will be encouraged to submit questions to Terri during the webinar and all questions will be addressed during this live session. This is an excellent opportunity for managers to include/encourage key staff members to view/listen in on this specialized training. ([Read more](#))

Ethical Decision Making for Florida's Local Governments

This FCCMA Onsite Training Session will be held from 9:00 am - 1:00 p.m., Friday, January 13th, 2017 at the Flagler County Emergency Services, 1769 E. Moody Boulevard, Building #3 in Bunnell. This FCCMA training goes beyond the basic legal requirements that Florida public officials must comply with in their daily duties. Mari Rains will focus on the decision-making process involved when considering these requirements. The session will satisfy FCCMA members four-hour ethical requirements and assist members in their application of these requirements. FCCMA members from all over the state are invited to participate in this informative interactive session which is certain to provide valuable information for all attendees. ([Read more](#))

Diversity and Inclusion: 21st Century Challenges and Case Studies

This FCCMA Onsite Training Session will be held from 9:00 am - 1:00 p.m., Friday, January 27th, 2017 at the Historic Thomas Center, 302 N.E. 6th Avenue in Gainesville. Diversity and Inclusion are on the forefront of governments that are constantly striving to improve their workforce. However, defining these terms in the 21st century can be a challenge for even the more seasoned professional in local government. This training session will feature four different government agencies sharing their experiences and challenges that include city and county agencies' self-assessment of their diversity and inclusive approach to their workforce, a law enforcement agency's strategy to create an inclusive community, and a federal/state agency overview/summation of local government grant recipients compliance requirements. This is a compact program that will cover a lot of valuable information in a half-day session. It is recommended that local government managers encourage their key senior staff members and HR professionals to join them in attending and participating in this comprehensive and interactive session on these important topics. ([Read more](#))

FCCMA 2017 Winter Institute: In the Line of Fire: Healing Communities

The Winter Institute will be held February 2nd - 3rd, 2017 at the Renaissance World Golf Village Resort, 500 S. S. Legacy Trail, St. Augustine. Sessions will include: Getting our Police Force Prepared for the Unexpected; The Changing Nature of our Community; and, Changing the Culture of our Police Relations. The Winter Institute is only open to FCCMA full members. ([Read more](#))

Inspirational Breakfast at the Winter Institute

Each year during the Winter Institute and the Annual Conference, an FCCMA member will share his/her spiritual journey. The breakfast will be held Friday, February 3rd from 7:45 - 8:45 am. If you are interested in speaking at this year's institute, please call Carol Russell at (850) 701-3607 or email crussell@frcities.com.

FCCMA Resources

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Florida City and County Management Association
301 South Bronough St.
PO Box 1757
Tallahassee, FL 32302-1757
850.222.9684

FCCMA, 301 South Bronough St., Tallahassee, FL 32302-1757, FL 32302

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