

# March 2020



## President's Message

Fellow FCCMA Members:

I want to extend my gratitude for your continued investment in FCCMA and your cities and counties, now more than ever. As we enter uncharted territory with COVID-19, I want to recognize and applaud the strength and resiliency found in local governments as well as our association.

FCCMA appreciates the diligent work our members are doing all over Florida to protect the best interest of their citizens. We as managers and association members are doing everything in our power to advocate and serve those we represent. Things are changing every day, and it is amazing to see the critical and responsive action taken by the local leaders in the state. As public servants, we must remain accessible to our constituents as well as our staff. Likewise, our association, FCCMA, remains accessible to us, the members. Staff is working hard to stay on top of issues that are changing very quickly, sharing best practices and providing access to valuable resources.

Remember, we are all in this together. In times like these, it is important to rally together to find strength and joy in what can be done for ourselves and others. Your FCCMA colleagues are a good source of information; don't be shy about reaching out. It is time to pull together and support one another. This too shall pass; we'll be stronger on the other side. It's been said before, but it is worth repeating...We Are Florida Strong!

If you need anything, please do not hesitate to reach out to me or the FCCMA staff. We can direct you services available for you and your communities.

Best Regards,





**Shannon Lewis**  
City Manager, Melbourne

## Member News and Updates

### Need Ethics Hours?

Consider reading the March 2020 issue of PM Magazine. The magazine is dedicated to The Ethics Issue. FCCMA Member Merrett Stierheim has written the major centerpiece article, "The Importance of Ethical Leadership and Moral Courage." Merrett has been a city/county manager for many local governments throughout Florida through his distinguished career.

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### Congratulations!

FCCMA congratulates its members who were recognized by the Florida League of Cities with Home Rule Hero Awards during the 2020 Legislative Session. These local leaders earned this award for their tireless efforts to protect the Home Rule powers of Florida municipalities and advance the League's legislative agenda.

[Click here](#) for a list of this year's recipients.

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The following membership applications have been received:

- **Vickie Gainor**, District I, City Manager, City of Lynn Haven, Full Member
- **John J. Holman**, District II, City Manager, City of Starke, Full Member
- **Rachel McIntee**, District III, Graduate Degree, University of Central Florida, Student Member
- **Sara Owen**, District II, Deputy City Manager/Finance Director, City of Lake Butler, Full Member
- **Susan Southard**, District I, Executive Assistant to City Administrator, City of Pensacola, Affiliate Member
- **Matthew Stinnett**, District III, Town Manager, Town of Malabar, Full Member

If no current member comes forth with a reason why these applicants should not be approved as members, he/she will be invoiced for dues.

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### Members-in-Transition (MIT)

Please take a minute to show your support to the MITs by either emailing or phoning the MITs in your district. A phone call or an email can go a long way to help someone who is temporarily out of work. You can also help if you have any job opportunities or special projects available for which one of our MITs may be qualified.

With the current technology, the project could even be done from the MIT's home. Some of the Members-in-Transition have provided their resumes and have indicated their areas of expertise. The resumes and areas of expertise are now available on the [FCCMA website](#). Also, please keep your FCCMA staff informed of any FCCMA members who may be eligible for MIT status. You can email [Carol Russell](#).

## In Memorium: David Collier

FCCMA was notified of David's passing, which occurred March 11. David was an ICMA and FCCMA member until his retirement in 2006, and had served as manager of Martin County as well as the City of Stuart. He also worked with Colin Baenziger's executive search firm. He was a Marine Corps Air Reservist and had managed in Kansas and Michigan before

coming to Florida. He was 83 years old.

His family (wife Cynthia and daughter Catherine) can be reached at Cynthia's home in Stuart: 1138 SE Osceola Street, Stuart FL 34996-2521.



## Perspectives



## Featured Member

### **Meet Chris Cooper, Deputy Director - Department of Sustainable Development, Fort Lauderdale**

#### **How long have you been a FCCMA member and why did you join?**

I became a member of FCCMA in 2007. My city manager at the time encouraged me to join FCCMA so that I could learn more about local government management as a profession, develop skills to achieve my career goals, and network with other aspiring and current city/county managers. I attended my first FCCMA Annual Conference in 2008 on the FCCMA Emerging Leaders Scholarship and I have remained an active member by attending annual conferences, participating in onsite trainings and serving on various FCCMA committees.

#### **Why did you select a career in public service?**

I chose to pursue a career in local government while an undergraduate student at Florida State University. As part of my degree program I took an urban politics class taught by a City of Tallahassee commissioner that sparked my desire to pursue a career that would allow me to make a difference in my community. Without a doubt this was a significant turning point in my life and career and I am forever grateful to that professor for showing me a profession that values community service, ethics and teamwork.

#### **Please tell us about your current position and give a brief job description if you are not a City Administrator/Manager.**

I am currently the Deputy Director for the City of Fort Lauderdale's Department of Sustainable Development. I oversee the divisions of Urban Design and Planning, Community Enhancement and Compliance, Engineering, and Zoning. Overall, the department is responsible for development review, building permitting, code enforcement, and economic development.

[\*\*Read more.\*\*](#)



## Featured Article

### **Beyond the Town Hall**

By Dr. Larry Schooler  
Director of Consensus Building and Community Engagement  
CD&P

City leaders are grappling with the unimaginable—the protection of their entire community from a threat the likes of which many of us have never seen. Amid all this chaos, we continue to need robust, two-way communication with the public we serve, even if they cannot or should not meet with us in person.

As you consider how to stay connected to your community, I recommend a few important considerations, for handling both the immediate crisis and even the long-term challenge of engaging your citizens:

- Elected officials can, and should, continue to meet even with current guidelines, in order to ensure they keep government running smoothly. Invariably, city councils will need to approve significant expenditures, review current operations, assess whether new policies are needed, and the like. It is probably safest for elected officials to conduct meetings remotely via videoconference, while complying with adjusted open meetings laws. No matter what platform you may choose, allow ample time for testing and to ensure the meeting platform will align with the telecast and/or webcast you provide of your meetings.
- Cities should also consider the best ways to include the public in their meetings, given that members of the public most likely cannot or should not come to City Hall. There are two considerations: making sure the public can watch the meeting, especially with the incorporation of virtual participation for elected officials; and making sure the public can participate by phone or Internet, without interfering with the regular business of the meeting. Please reach out to me for help with this.

You should consider using every tool you can possibly imagine being in your toolbox to communicate with the public and to hear from the public.

[\*\*Read more.\*\*](#)

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### **Recruitment for Hire: Getting Your Hires to Work**

By  
Douglas G. Baber, SHRM-CP

Interim Human Resources & Risk Management Director, St. Lucie County Board of County Commissioners

and

Shanelle Tomlin, SHRM-CP, PHR  
Human Resources Generalist, St. Lucie County Board of County Commissioners

## **EXECUTIVE SUMMARY**

Florida Benchmarking Consortium (FBC) provides Lean Six Sigma (Yellow and Green Belt) training to various St. Lucie County Board of County Commissioner employees. Recruitment and hiring was an area within Human Resources (HR) that was identified as a critical process that needed improvement. Therefore, a Lean Six Sigma Green Belt project, specifically aligned to our organizational strategy, was assigned to a group of six (6) project team members to "Reduce the Number of Days to Fill Vacancies". This Green Belt team was tasked to reduce their hiring time to less than sixty (60) days. Ultimately, there was a reduction in hiring time from sixty-eight (68) days to fifty-one (51), surpassing the initial goal set by the FBC project team.

In this article, we will share:

- The impact of a slow hiring process
- Identifying hiring needs within your organization
- Best practices to reduce your time from job requisition to hire

## **ARTICLE**

Having the right people in place and at the right time is the key to success for your organization, right? But what if you have a challenge in getting people into your organization at the right time? Slow, drawn-out hiring processes can inadvertently reduce the effectiveness of your recruitment plan. Quicker processes do not always mean better; however, a quicker process does not necessarily mean compromising quality either.

After all, a slow hiring process not only affects your organization internally, but negatively affects the candidate's experience. So, what will your new hire have to say about your organization's hiring process? Slow, complex hiring processes will cause your candidates to become disengaged, while potentially running off many of the highly qualified candidates. Meanwhile, managers are being faced with increased vacancies and short-staffed work-sites, causing employees to become overworked and burned out from performing in absence of adequate staffing.

[\*\*Read more.\*\*](#)

## **From Our Partners**

### **Send In Your Award Nominations!**

**The deadline for receipt of nominations is April 15th, 2020. All nominations must be submitted via the submission forms [here](#), on the [FPCA Awards Page](#).**



The Florida Police Chiefs Association has established a number of awards to recognize law enforcement professionals and their agencies who have distinguished themselves in service.

The Florida Police Chiefs Association is now accepting nominations for the following awards:

- Outstanding Chief Executive Officer of the Year - [Click here](#) for award details
- Outstanding Command Officer of the Year - [Click here](#) for award details

## **ICMA Coaching Program**

[Click here](#) to access Career Compass No. 80, "To Retain Your Talent, Use Stay Interviews." Please share it with your employees

## **Events and Training Opportunities**

**Open Forum**  
**Thursday, April 2, 2020**  
**2:00 p.m. - 2:30 p.m.**

The pandemic is exposing FCCMA members to constant change and information overload. In an effort to provide "real value" to our membership, mitigate extraneous information and avoid duplication of information already provided via other resources, the FCCMA Professional Development Committee has decided to cancel traditional webinar topics for now (including the Legislative Update webinar scheduled for April 2nd) and redirect their efforts to offering a 30-minute "open forum" on all issues related to the pandemic (i.e. remote work policies, public meeting access issues, budget concerns, etc.).

The first such forum is scheduled for April 2, 2020 from 2 p.m. - 2:30 p.m. and is open to all members.

The purpose of this forum will be to offer FCCMA members an opportunity to ask questions and share ideas and policies relative to their response to the pandemic. There is no set agenda, on purpose. It is anticipated that this initial conversation will evolve into regularly scheduled discussion forums conducted in a particular format, and on topics that are most helpful for our membership that day. We hope you can be available to participate.

To participate in the open forum:

Call-in number: (888) 585-9008

Conference Room: 883-804-912#

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**Alliance for Innovation - Transforming Local Government (TLG) Conference Rescheduled**  
**September 1-4, 2020**  
**Phoenix, Arizona**

It is during times like this when our communities rely on their local government teams for so much, and the team at the Alliance is tremendously proud to work alongside you and support your efforts. We know there are significant demands on your teams right now, and pivots you are making in your own organizations to keep operations running. Of course, the health and well-being of you and your teammates are our top priority.

To ensure your safety, and be mindful of the shifting priorities, AFI has been able to move the TLG 2020 conference dates to Sept. 1-4. These four days of fiery positive energy will be a welcome inspiration and a coming together of passionate local government professionals – just what we all will need to reboot and reenergize!

Anyone who has already registered for the conference under the original dates will have their registrations automatically transferred (while some hotel blocks will be available, hotel reservations will need to be re-booked).

If you haven't registered, registration is still open and as a reminder, because of AFI's partnership with the association, members can register now with discount code **FCCMA** to save \$50 off the registration cost. Register [here](#).

Follow along on Twitter at #TLG2020 to keep in touch with the latest conference updates, or reach out to our team at [conferences@transformgov.org](mailto:conferences@transformgov.org) with any questions.



## Jobs

Following is a list of active FCCMA job advertisements accessible on our website. [Click here](#) for details.

**ABILENE, TX** - City Engineer

**ALACHUA COUNTY**- Assistant Public Works Director

**MARION COUNTY**- GIS Coordinator and GIS Program Analyst

**MARS, PA** - Manager

**ARGYLE, TX** - Town Administrator  
**CAPE CORAL**- City Manager  
**DADE CITY** - Senior Planner  
**DADE CITY** -Planner II  
**DALLAS COUNTY, TX** - Chief Information Officer  
**DELRAY BEACH** - Chief Technical Director  
**DELRAY BEACH** - Deputy Director of Utilities  
**FLAGLER COUNTY** - Project Administrator  
**FREERPORT** - City Manager  
**HAINES CITY** - Planner  
**HALL COUNTY, GA** - Human Resources Director  
**HOLLYWOOD** - Engineering Specialist  
**HOLLYWOOD** - Project Manager  
**HOLLYWOOD** - Senior Engineer  
**HOLLYWOOD** - Senior Project Manager  
**INDIANTOWN** - Community Economic Development Director  
**LYNCHBURG, VA** - City Manager  
**MAITLAND** - Assistant Public Works Director

**MARY ESTHER** - City Manager  
**OKALOOSA COUNTY** - Deputy County Administrator (Support Services)  
**PALM BEACH COUNTY** - Quality Assurance Manager  
**PALM SPRINGS** - Utility Engineer  
**RIVIERA BEACH** - Deputy City Manager  
**RIVIERA BEACH** - Fire Chief  
**RIVIERA BEACH** - Library Director  
**RIVIERA BEACH** - Multimedia Communications Specialist  
**RIVIERA BEACH** - Senior Multimedia Communications Specialist  
**SARASOTA COUNTY** - Business Operations Manager  
**SARASOTA COUNTY** - Fleet Manager  
**SARASOTA COUNTY** - Landscape Architect  
**SARASOTA COUNTY** - Sr. Manager, Facilities & Fleet Services  
**SAVANNAH, GA** - Water Resources Director  
**VENICE** - Criminalistics Manager

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Florida City and County Management Association | 301 S. Bronough Street, Suite 300, Tallahassee, FL 32301

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