

Strategic Planning Committee

Bill Hefferan, Chair

Bryan Smith

Laura Stanek

Minutes October 18, 2016

Members present: Bryan Smith, Sherry Comben, Sheryl Guy, Judy Parliament
Members absent: Laura Stanek, Bill Hefferan
Others present: Pete Garwood

1. The meeting was called to order at 1:05 p.m.

2. Approval of Minutes

Motion by Judy Parliament, seconded by Bryan Smith, to approve the minutes of the October 5 meeting as presented. Motion carried – unanimous.

3. Leadership

Pete Garwood, County Administrator, had provided copies of an organization flow chart with the agenda.

The Committee discussed the definition of leadership. Mr. Garwood distributed some examples (**see attached pg. 3**). Each Committee member was to present their definition of leadership to the group. The following were the definitions:

- Sheryl Guy – Someone who instills trust which will encourage others to work and put themselves out toward the goals. Also someone who is fair, a strong communicator, established goals, promotes other in reaching goals, and also a facilitator.
- Judy Parliament – Experienced, provides information, is approachable, helpful, values contributions of others, shares knowledge, encourages growth.
- Bryan Smith – Someone who has a skill to guide other individuals or an entire organization.
- Sherry Comben – Being able to understand their own talents and is able to inspire others to use their natural strengths to achieve a common goal.
- Bill Hefferan (sent prior to meeting) – Easiest for me to show leadership in a sentence: Jane shows tremendous leadership. She is the first to make sacrifices, answers questions yes or no, and accepts all of the blame, and none of the credit, for her decisions.

It was the consensus of the Committee to have further discussion on the topic of leadership when Chairman Bill Hefferan is present, as he was the one who requested that each member provide their definition.

4. Paging System

Mr. Garwood distributed a draft of a telephone paging system policy. It was the consensus of the Committee that it should go to the BLI Committee for building security purposes and the Administration Committee because it is a policy.

5. Communication Training

Mr. Garwood presented a memo outlining his conversation with Ms. Becky Garland, the Executive Director of the Conflict Resolution Service. He has invited Ms. Garland and she will be attending the October 31 Strategic Planning Committee meeting.

The Committee discussed the benefits of the new concept for the Board of Commissioner orientation.

There was more discussion on communication flow charts. Mr. Garwood will work on having one or more flow charts ready for the next meeting on October 31.

The meeting was adjourned at 3:00 p.m.