

Wisconsin Association of Municipal & County Assistant Managers (WAMCAM)

Meeting Notes January 12, 2001

Present: Peter Coffaro, City of Wauwatosa
Ray Ellingen, Village of Whitefish Bay
Jeff Landin, Waukesha County
Constance McHugh, Village of Fox Point
Todd Schmidt, Village of Brown Deer
Jeanette Wardinski, City of West Allis

- I. Introductions
- II. Example of Another Assistant's Association (IAMMA - Illinois Association of Municipal Management Assistants)
 - A. IAMMA Member Benefits

As an example of other assistant's associations, the Illinois Association of Municipal Management Assistants (IAMMA) was discussed. Membership in this group tops 200, and benefits, programs and services includes: Annual Assistants Conference, monthly luncheon programs, professional development training seminars, informative website (www.iamma.org), listserve with over 100 participants, newsletters, networking with fellow assistants, salary survey, resource directory, and social activities.

- B. IAMMA Strategic Goals

IAMMA has generated five strategic goals. These goals may be viewed at www.iamma.org/stratplan/index.html.

- C. IAMMA Gatherings & Luncheons

IAMMA has a variety of gatherings and luncheons, which include special topics and guest speakers. They also occasionally hold joint meetings with various Illinois manager groups. The North Shore Managers in Milwaukee County have expressed interest in meeting jointly with our group from time to time.

- III. Who are we?
 - A. Group Purpose & Goals Brainstorm

Following is a list of possible goals and purposes for WAMCAM:

- 1) Learning opportunities and continuing education.
- 2) Sharing network for ideas and information.
- 3) Networking with peers to develop positive working relationships and friendships.
- 4) Establish a positive relationship with other professional associations, such as the Wisconsin City/County Management Association (WCMA).

- 5) Means for different forms of government (Municipalities and Counties) to connect and share information.
- 6) Professional development for Assistants and others on a Municipal/County management career track.
- 7) Resource for those entering the profession (i.e., Graduate Interns)

B. Good Name w/Catchy Acronym

The question of whether to be a regional or state-wide association was considered. It was determined that, since the number of assistants state-wide is not overwhelming, that we would have a state-wide focus, and include the larger metropolitan areas and counties outside of the south-eastern Wisconsin area.

The new name for the group is "Wisconsin Association of Municipal & County Assistant Managers," or "WAMCAM" for short. Special thanks to Ray for coming of with this one!

C. Group Organization (Coordination, Meeting Locations, Etc.)

Meetings will be held, at this point in time, on a monthly basis at varying locations. The meeting host will provide snacks and beverages. In the future, luncheon meetings may also be held.

Todd Schmidt, Assistant Village Manager in Brown Deer, will serve as the WAMCAM Coordinator at this time.

Attempts will be made to promote WAMCAM via the local media, professional associations, professional publications, and university MPA programs.

IV. Infancy & the Future

A. Membership

1. Other Assistant's or Similar Professionals To Recruit

The recommendation was made to contact Dennis Hatch, Internship Coordinator for the UW-Milwaukee MPA program, regarding recruitment efforts.

2. MPA Student & Intern Involvement

MPA Students and Governmental Interns may have interest in being involved in this type of group. Efforts will be made to advertise this group to UW-Milwaukee, UW-Madison, and UW-Oshkosh.

B. Resources

1. Professional (Local Managers, WCMA, MASPA)

2. University (UW-Milwaukee - Doug Ihrke)

Doug Ihrke, Director of the MPA program at UW-Milwaukee, expressed interest in considering how that program might be able to cooperate with and serve as a resource for WAMCAM.

C. Meeting Frequency

While WAMCAM is in its begin stages, meetings will be held on a monthly basis. It was noted that a steering committee might be beneficial in the future to assist in planning meetings and programs for WAMCAM.

D. Meeting Topics

The next meeting will again deal primarily with the initial planning stages of WAMCAM. The task of completing a mission statement will be on the agenda. Members are encouraged to bring examples and ideas for the mission statement. Future agenda formats and regular agenda items will be considered. Other topics to consider for future meetings include helpful internet resources for government management professionals, the Kettle Commission Report, and special topic briefings from department heads.

V. Next Meeting Date & Location

The next meeting is scheduled for February 14, 2001, from 9:00 AM to 11:00 AM, to be held in Menomonee Falls.

Prior to our next meeting, efforts will be made to recruit members statewide, contact in-state MPA programs, and advertise WAMCAM via a press release to specified agencies and organizations.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Todd J. Schmidt". The signature is fluid and cursive, with a large initial "T" and "S".

Todd Schmidt, WAMCAM Coordinator