

**Meeting Minutes of the
ICMA International Committee Fall Meeting**
Pittsburgh, ICMA Annual Conference
October 7, 2007

Committee participants:

Chair Wally Bobkiewicz, Vice Chair William Saunders, Chuck Anderson, George Barbour, Ron Bergman, Greg Bielawski, Patrick Brennan, Charles Duggan, Michael Garvey, Bill Hammon, Wes Hare, Mark Israelson, Mike Jaillet, Robert Jean, Nancy Johnson, Mike Matthes, Gary O'Connell, Clay Pearson, Sarah Phillips, Yulia Rasulova, Richard Sanderson, Cynthia Seelhammer, Dale Sugerman, David Timmons, Mark Watson, Scot Wrighton, Terry Zerkle, Frans Mencke, Luba Vavrova

ICMA staff: Ross Hoff, Diane Crosby, Isabelle Bully-Omictin, Judit Deilinger, Ann Bueche

- **Introductions and opening by Chair Wally Bobkiewicz.**

- **Report on ICMA International programs**

ICMA staff Diane Crosby reported on current programs and the pipeline for potential awards. International business development staff Isabelle Bully-Omictin and Judit Deilinger asked for committee members to come forth if interested in either serving on an advisory body for Lebanon or as a technical resource in the area of emergency management services for the anticipated Southern Command programs.

Communications staff Ann Bueche reported on the efforts to include more articles and internationally related content in the *Local Government Matters* newsletter and other ICMA communications vehicles.

Several new committee members asked questions about the role that International grants and contracts funding plays in the broader organizational context and if potential funding reductions were handled through budget cuts. Bob Jean said that the association should increasingly look to different funding sources to ensure that ICMA's international capacity building assistance be targeted at countries outside of the US federal government initiatives.

- **Update on implementation of 2007 workplan**

Wally Bobkiewicz opened the discussion with background on the Executive Board's charge to the International Committee and the resulting reconfiguration of four subcommittee areas: Affiliate Relations, Knowledge Base Exchange, Capacity Building and Advocacy, and Membership and Governance. Wally informed new members that the subcommittee working sessions take place at the spring meeting and that the fall meeting cycle typically involved updates.

He explained that while the committee had discussed the need for attention to communications issues, there had been a decision that improving communications on international issues was a cross-cutting activity for all subcommittees and that the Chair would work with ICMA staff and others to ensure that information about the work of ICMA International and the committee would be increased in various ICMA outlets.

- **Subcommittee status report: Affiliate Relations**

William Saunders reported that the committee's work revolved principally around updating the current affiliate agreements based on the new template and the identification of ICMA staff liaisons to work more closely with key staff of the affiliate organizations to improve and enhance the development of tailored work plans based on the interests and needs of the respective organizations. He reported that the subcommittee was focused on getting responses back from the affiliate organizations on what they wanted to get out of the relationship with ICMA, how to get access to information, and the various parameters of free or fee-based services.

The committee senior liaisons with affiliations were also identified:

Simon Farbrother- CAMA
William Saunders – UDiTE
Wally Bobkiewicz – SOLACE
Greg Bielawski – APEKSI & BKCSI
Terry Zerkle – Slovakia

● **Subcommittee status report: Knowledge Base Exchange**

David Timmons reported that the affiliate agreements and newly-defined staff liaison roles are a primary source for information exchange as a starting point. He also told of the committee's desire to develop a pilot program for information exchange with the Netherlands affiliate and the need to further discuss what content would be most meaningful for both organizations and the potential to assist the Alliance's database. He raised the issue of the committee identifying how to best sift through the information for that which is most relevant and to serve in a facilitation role.

● **Subcommittee status report: Membership and Governance**

William Saunders updated the committee on the 3rd Vice President issue and the survey results to gain feedback from the affiliates on their perspective. To date, CAMA, the Netherlands and Slovakia affiliates responded affirmatively.

● **Subcommittee status report: Capacity Building and Advocacy**

Scot Wrighton reported that his group was looking at the advocacy aspects and the need to develop a clearer statement about the good governance tenets that are specific to the local level. He said that the committee was focused on defining what we mean by this in preparation for determining the parameters for advocacy. The second focus of the committee was on issues related to capacity building and ICMA's ability to improve recruitment so that a broader group of members could be "pre-screened" to respond to international grants and contracts work.

There was also a general discussion that the committee should coordinate and refer their findings to the strategic planning group in a formal manner. Members were reminded to put their comments on the vision statements posted and to highlight the need for the organization to become more internationally minded in the strategic planning process and outcomes. Staff reminded the committee to review the existing white paper on ICMA's approach to development and governance worldwide as background.

● **Communications**

Wally Bobkiewicz said that he would like to see an ICMA annual report that included international activities. Ann Bueche reported on the organizational marketing and communications activities that include outreach on international issues and the need to

keep the website current. She invited members to keep her informed of any suitable international content.

- **Presentation on the Alliance for Innovation and the relationship to ICMA's Knowledge Center development**

Jim Keene, Director of Strategic Issues and ICMA West, provided an update on the R&D center development under the auspices of the Alliance for Innovation in cooperation with Arizona State University. He spoke about the development of a Web-based center and a technological platform that would take the core of ICMA's library and improve its usability to include social networking for information sharing. The committee asked questions about the full accessibility and the need to address global issues and be relevant internationally. Jim said that new content would need to focus at first on about 5-6 issues or themes. He was encouraged to focus on local sustainability as one of the themes.

- **2008 committee meeting in Bangalore, India**

Wally Bobkiewicz reminded members that the spring committee meeting would be held February 9-13 and encouraged new members to participate in the working sessions. Representatives from the Urban Management Centre and the City Managers' Association of Karnataka spoke on the strong potential for substantive interaction with Indian peers during the trip.

- **Location of winter/spring 2009 committee meeting**

Wally Bobkiewicz opened the discussion on potential sites for the 2009 spring meeting. There was a motion to take to the Executive Board that they schedule their spring board meeting in New Zealand in March 2010 in coordination with the International Committee's spring meeting and the Best Practices Symposium.

There was additional conversation around the venue for the committee's 2009 spring meeting, which would be continued in Bangalore.