



## Hampton Roads Chapter of ASPA

### **June 2017 Meeting (initial draft)**

Present: Charlie Mills (President-will be Immediate Past President), Betty Meyer (President Elect- will be President), John Dunning (Secretary), David Chapman (Web Administrator Jerry Hoddinott (Council), Ron Carlee (Council)

Not Available: Michelle San Anton (Treasurer), Kelly Doolan (Council), Mechelle Smith (Council), Kaitlyn Bennett (Council), Celeste Greene (Council), Stephen Chenault (Council), Gary Roberts (Council)

**The meeting was called to order at 10:00 am.**

The primary purpose of this meeting is to prepare our program for 2017-2018.

#### **Order of Business:**

**Charlie welcomed to our new council members that were present:** Ron Carlee and Jerry Hoddinott (re-elected)

**The minutes from our last meeting (April 19, 2017) and financial statements were approved as submitted**

#### **Treasurer's Report:**

- Michelle San Anton was not available – the financial statements going into our 2017-2018 Program Year will be submitted prior to our next scheduled meeting in July.
- The End of Year Audit will be accomplished in July by our new president and treasurer.

#### **Selection of Theme for Program Year**

- After considerable discussion, we will adopted the National ASPA theme for 2018: Mission Focused and Service First: Creating Innovative Solutions

#### **Discussion of Location for Chapter Meetings**

- Standard Dates for Meetings: Sep 21, 2017, Nov 16, 2017, Jan 18, 2018 (evening), Mar 15, 2018 (symposium), May 3, 2018 (Awards)
- Charlie recommended that we continue to use our current location – Holiday Inn Select-Norfolk Airport. He stated that the customer service concerns have been resolved. He will contact them to make reservations for our Sep 21<sup>st</sup> and Nov 16<sup>th</sup> meeting.
- We will also consider using our Marker 20 in downtown Hampton for our January 18<sup>th</sup> evening meeting.

## Meeting Topics and Participants

### September 21<sup>st</sup> – Topic: Mission Focused and Service First: Creating Innovative Solutions.

The intent for this meeting is to get the perspective on this topic from our new City Managers: Newport News' Cindy Rohlf and Norfolk's Douglas Smith.

#### Actions Needed:

- Betty Meyer will send the formal invite. Ron Carlee offered to speak to Cindy Rolf.
- Links to City Managers  
<https://www.norfolk.gov/Index.aspx?NID=1157>  
<https://www.nnva.gov/269/City-Manager>

**November 16<sup>th</sup> – Topic: NORFOLK WORKS:** This project was launched in December 2016, is designed to champion the recruitment of diverse Norfolk talent to support business retention and expansion, align economic and workforce development efforts to acquire new business development, and, in collaboration with our workforce partners, help Norfolk citizens prepare for and connect to meaningful employment opportunities.

#### Actions Needed:

- Person to contact Norfolk Director of the Department of Economic Development, Chuck Rigney to ask him to speak or recommend another speaker.
- Link: <http://www.norfolkdevelopment.com/workforce-innovation/norfolk-works/norfolk-works-about-us>

**January 18<sup>th</sup> – Topic: Newport News Choice Neighborhoods Initiative:** The City of Newport News and the Newport News Redevelopment and Housing Authority have been awarded a \$500,000 Choice Neighborhoods Initiative Grant from the U.S. Department of Housing and Urban Development to help revitalize and transform a portion of the Southeast Community.

#### Actions needed:

- Make arrangements with Marker 20 or other location for an after discussion/social
- Contact Assistant to the City Manager Telly Whitfield or the Executive Director of the Redevelopment and Housing Authority, Karen Wilds to discuss possibility of setting up a presentation and/or discussion at the meeting.
  - Link to Executive Director: <http://www.nnrha.com/message-executive.html>
  - Link to Choice Neighborhoods site: <http://www.newportnewschoice.com/about/>

**March 15<sup>th</sup> Symposium:** Building skills for innovation and creativity. In the fall of 2017, ODU is implementing a multi-disciplinary prototype training program in collaboration with the City of Virginia Beach to promote creative problem-solving in bureaucratic environments. At the symposium, ODU will report on lessons learned in the Virginia Beach Innovation Lab and how they may apply to other public administrators.

#### Actions Needed:

- Ron Carlee received an approval from Virginia Beach
- Determine format for the session – panel discussion, etc.

**May 3<sup>rd</sup> Public Service Awards Luncheon:** This is a standard format – normally we do not have a speaker but present the Hirst and House Awards and a Scholarship

Actions Needed:

- Hirst and House Awards Committee (2 Council Members) – need to start solicitations in March
- Scholarship Committee – (2 Council Members) – need to start in April Need to start solicitations in March
- Link to Managing Awards: [www.johndunning.org/aspahr](http://www.johndunning.org/aspahr)

**Discussion of Two Vacancies:**

- Nominations were not received for the President-Elect and the Student Representative
  - President-elect serves as chair of the program committee and makes the arrangements with the selected hotel for our meetings – then moves to President the following year.
  - Student Representative – helps market HR ASPA to students and help to organize a student forum – nature of forum has varied from year to year.

Actions Needed:

- For the President-Elect – ask council members if they would be willing to take the positions and then solicit a chapter member to take a council position – action for July meeting
- For the Student Representative
  - **Option 1:** Ron Carlee and/or David Chapman is there an ODU student leader that would be willing to join ASPA and take the lead – action for July meeting – Or Gary Roberts – would Scholarship Winner Tanny Simmons be interested
  - **Option 2:** HR ASPA focus on attending the **ODU Public Service Week** *and go from there* - Public Service Week is open to all citizens of ODU and Hampton Roads. It is intended to energize the campus community and raise awareness of the importance of public service, and the university's role in public service, in the Hampton Roads area.
    - Link: <https://www.odu.edu/business/departments/sps/psw>

**Discussion of Committee Chairs** – annual appointment by President and Council

- Marketing Committee – sends out meeting information and works with meeting organizers to spread the word to non-ASPAs as well (critical)

Actions Needed:

- Charlie Mills will ask Kelly Doolan if she is interested in chairing the committee
  - John Dunning will work with Betty Meyer to identify chapter members to act as marketing contacts for their cities/organizations. Action to be completed by July meeting
- Membership Committee – manages list, sends welcome information to new members, works to solicit new members – Open item – for resolution at July meeting

**Council Member Volunteers Needed to Support the November – January – March – May meetings – resolve/volunteer at July meeting**

**Other Business:**

**Hold the date: August 22<sup>nd</sup>** ODU, Inside Business, Hampton Roads Chamber of Commerce, and Hampton Roads Planning District Commission are presenting a Regional Forum on Resilience. Plans include a national keynote speaker and cross-sector concurrent sessions about how institutions across Hampton Roads are enhancing our region's ability to effectively respond to sea-level rise.

Actions needed: Market to chapter members

**The Next Meeting will be on the last week in July**

Minutes Recorded by John Dunning - Secretary