



# **WCMA**

## **Washington City/County Management Association**

A State Affiliate of **ICMA**

### **WCMA Board Meeting Agenda**

Wednesday, June 25, 2025 – 8:00 – 10:00am

SpringHill Suites Kennewick Tri-Cities,  
7048 W Grandridge Blvd, Kennewick, WA  
(next door to the Three Rivers Convention Center)  
Vista Field Meeting Room

#### **Join Zoom Meeting**

<https://us06web.zoom.us/j/89803753000?pwd=hIS2oC4PvfHKiRTDd2B6tJCJFs5hv9.1>

Meeting ID: 898 0375 3000

Passcode: 578119

1. Approval of the Agenda
2. Approval of March 21, 2025 Board Meeting Minutes
3. Slate of WCMA Board Nominees for Ballot – Laura Philpot, Nominating Committee Chair
4. Motion to Approve President's Recommendation to Fill Vacant Board Seat – Rich Huebner
5. Discussion and Possible Action on HR Affiliate Group – Rich Huebner, Joy St. Germain, Emma House
6. WCMA Scholarships – Update on 2025 Scholarship & Assignment of Future Duties
7. Review of "WCMA Board Commitment to Equity and Inclusion" Statement - John Mauro
8. Membership Report – Rich Huebner
9. Financial Report – Melanie Harding
10. NWWLA Updates – Stephanie Lucash
11. Committee Report Outs:
  - a. Spring/Summer Conference Planning & Sponsorships – Katrina Knutson & Leslie Harris
  - b. Nominations/Awards Committee – Laura Philpot
  - c. I-NAPA Affiliate
  - d. Veterans' Committee
  - e. WCMA/AWC Partnership
12. Discussion of AWC Board Representation – Rich Huebner & Deanna Dawson
13. Senior Advisor Program
  - a. Senior Advisor Confirmation – Eastern Washington Representative
  - b. Evaluation Process Review/Updates- Stephanie Lucash
  - c. Senior Advisor Program Roles - Stephanie & Marilynne Beard
  - d. Regional Updates / Members in Transition
14. Other Business



# **WCMA**

## **Washington City/County Management Association**

A State Affiliate of **ICMA**

### **WCMA Board Meeting Agenda**

Friday, March 21, 2025 – 8:30 – 10:30am

Vancouver Hilton, Discovery Ballroom, 301 W 6th St, Vancouver, WA 98660

Join Zoom Meeting

<https://us06web.zoom.us/j/85217831609?pwd=a9Xrt0uZPqVuz7hUP0fuU9BOb0DYlx.1>

Meeting ID: 852 1783 1609

Passcode: 882522

#### **Attendees:**

Rich Huebner, President

Laura Philpot, Incoming President

Katrina Knutson, Vice President

Stephanie Lucash, Past President

Melanie Harding, Exec. Coordinator

Deanna Dawson

Bristol Ellington

Amy Buckler

Leslie Harris

Elizabeth Chamberlain

Tyler Christian

Heidi Behrends Cerniwey

Scott MacColl

John Mauro

Mike Rizzitiello

Ray Corpuz, Senior Advisor

Lloyd Halverson, Senior Advisor

Andrew Neiditz, Senior Advisor

Bucoda Warren

#### **1. Approval of the Agenda**

The agenda as presented was unanimously approved by the board.

#### **2. Approval of February 19, 2025 Board Meeting Minutes**

The Meeting Minutes of February 19, 2025 as presented were unanimously approved by the board.

#### **3. Board Vacancies & County Representation**

The Board welcomed Tyler Christian as he attended his first board meeting as a full member. Rich Huebner shared that nominations will be open in a few months for nominations as a whole, including the Associate Member position that vacated by Tyler Christian. Stephanie Lucash noted that a nominations committee would be convened by the President, but that board members have a responsibility to consider and suggest potential new members. County representation would be an important consideration this round.

In additional conversation on WCMA's role in being a resource for counties, Katrina Knutson shared an expectation of engagement with WSAC following the appointment of an permanent executive director. Stephanie Lucash recalled past work with Washington County Administration Association (WCAA), and the possibility of a joint Spring conference at some point in the future. Former board member Michael Jones had been active in these conversations in the past as well. There was discussion of the varying structures of county government as well as the geographically specific needs that each may face.

Rich indicated that he and Stephanie would convene before the next meeting to discuss how to further coordinate and advance the work to support Counties, and that Heidi Behrends Cerniway and Katrina Knutson would be consulted in this work given their ongoing engagement in county relationships as well. Deanna Dawson remarked on the opportunity for County Associations to potentially be represented on the board as well.

#### **4. Spring/Summer Conference Planning & Sponsorships – Katrina Knutson & Leslie Harris**

The Conference Planning Committee Co-Chairs Katrina Knutson and Leslie Harris expressed their appreciation for the support of the Spring Conference. Overall, revenue for the Spring conference was anticipated to come in lower than the expected costs. While awaiting final numbers, Katrina noted that Spring sponsorships were higher than expected. They had positive feedback from many Spring sponsors (as well as some input on sponsor placement) and they believe this will lend some synergies to the Summer sponsorships.

Katrina shared recent insights that the timing of the Spring conference fell in Oregon's budget preparation season and did impact the attendance from that state. The Co-chairs and MRSC will be debriefing on roles and responsibilities to continue streamlining operations as well.

Elizabeth Chamberlain will be joining the conference committee to offer site specific insights for the Summer conference in Walla Walla, and Bucoda Warren will be joining on behalf of I-NAPA.

The Summer conference will focus on Washington-specific topics including housing/homelessness, FMLA and PFML laws, etc. Katrina added that Northwest Women's Leadership Academy (NWWLA) will be piloting a Summit the day before the Summer conference with the hope that it may boost overall conference attendance.

Laura Philpot has been in contact with the Attorney General's (AG's) Office on a potential keynote or role in the Summer conference, with a goal of increasing shared understanding and potential partnership opportunities between the AG's office and local government managers/administrators.

Deanna spoke to the partnership that AWC offers, extending a discount if vendors are sponsors of both WCMA and AWC conferences. She also noted that consideration of

WCMA sponsors overall, such as AWC, be considered in conference-promoted materials. She offered AWC support of future conferences as well.

#### **5. Approval letter for the 2025 Partnership Plan with Forum and Foundation - Lloyd Halverson**

Lloyd Halverson explained that the plan outlined in the materials builds on a longstanding history of partnership with Poland beginning in 2006, and that it was drafted to be flexible and not prescriptive. The partnership plan ratified in 2017 was modeled after ICMA structures. Local and Polish partners and their roles have been identified for this work, and they are seeking a WCMA endorsement letter. This formality is highly valued by the Polish partners.

In response to questions, Lloyd discussed WCMA past roles for a visiting delegation in 2023 in providing tours, offering presentations, and identifying home stays for partners who visited. Stephanie Lucash described some of the history both within WCMA and at ICMA, noting that international relations were encouraged but that there was no financial obligation to WCMA. It was noted that the symbolism of the agreement is important, and WCMA has a \$1,000 budget line item for International Contingency.

Lloyd's ongoing commitment to the work was acknowledged, and it was noted that continuity and focus of this work could be a future conversation. John Mauro noted his past international work and volunteered to be a part of future conversations.

It was moved and seconded to authorize the president to sign a letter of support in the form to be drafted and presented by Lloyd Halverson. The motion passed unanimously.

#### **6. Membership Report – Rich Huebner**

Membership registrations are largely on track with 200 members as of the most recent report. General reminders and outreach are welcomed. Leslie Harris spoke to the NWWLA benefit of one-year membership, which would result in 36 additional members. Stephanie Lucash noted increased membership as a signal of the value proposition offered by WCMA.

In response to questions, it was confirmed that package memberships remain in place. John Mauro noted the opportunity to welcome and sustain the Associate Memberships gained through these package offers.

Stephanie Lucash noted the intense committee outreach effort last Spring to call and email all new and past members as well as Clerk/Treasurers. The time was right to renew those efforts. As the chair of the Membership Value Committee, Stephanie indicated there is a script available. In response to questions from Amy Buckner, there was discussion on the board accountability and commitment to this role. Stephanie indicated that the Membership Value Committee and Rich as president would convene to begin this work. Laura Philpot and Scott MacColl volunteered to assist as well.

Deanna Dawson asked about the potential interest in partnering to explore the similar

professional role of Clerk/Treasurer, their titles, and their relationship with the organization at some point in the future. There was mention of the measured prevalence of Clerk/Treasurers in the recent survey of the profession. Lloyd Halverson volunteered to assist.

Katrina Knutson talked about the role of Regional Board Responsibilities verses the Member Value Committee and the potential synergies and efficiencies that may be gained. There was agreement that more discussion is needed on the past work and future roles of the Regional Board Responsibilities Committee.

## **7. Financial Report – Melanie Harding**

Melanie Harding provided an overview of the financials through March 10, 2025. Updated reporting on Program, including NWWLA, would be provided the following meeting.

There was a request for information to be provided at the next meeting on whether WCMA has an existing reserves policy and information and how cash on hand is invested. Stephanie Lucash noted there was significant work done by Financial Sustainability Committee roughly three years ago to revisit membership fees, and that there was little to no reserve at that time.

In response to questions on strategic direction for the future, direction for future investments, and sustained board functions across annual presidency terms, Stephanie Lucash noted that a WCMA Strategic Plan adopted in 2017 is available on the website along with regional board responsibilities. She added that it's a body of work to keep the strategic work alive, and it does fall to the President as board membership changes. She added the importance of MRSC as a consistent throughline as membership changes. Mike Rizzitiello added his recollection of the 2017 Strategic Plan process as well as the limited capacity of each board member.

## **8. Ratification of Professional Services Agreement between MRSC & WCMA – Rich Huebner**

Rich Huebner provided an overview of the ratification of services agreement between MRSC & WCMA, noting that authority for this had previously been granted through board approval of the budget. It was moved and seconded to ratify the agreement as drafted.

Melanie Harding noted that contract had a one-year term to allow continued conversation on the evolving role of WCMA and MRSC in supporting initiatives like NWWLA and I-NAPA. Thanks were provided to MRSC for continued, ongoing support.

The motion was approved unanimously.

## **9. Senior Advisors Report – Members in Transition**

Ray Corpuz noted he had a meeting scheduled with the Kitsap County Administrator as well as a member that continues to be in transition.

Andrew Neiditz noted the pending retirements of City of Lakewood and Tacoma Chief Appointed Officials in the South Sound. He has been in conversation with the Mayor of Tacoma on a potential interim assignment while a community initiative is underway related to change of form of government. He described ongoing conversations on the Senior Advisors Program, including standing responsibilities and evaluations to ensure continued value of program. Andrew noted that Marilynne Beard was considering transitioning away from Senior Advisor duties and the need to post for that vacancy.

Stephanie Lucash noted the role of the past president in being a liaison to the Senior Advisors and her ongoing work with Marilynne Beard, Melanie Harding, and Aimy Enriquez to document and enhance roles and processes.

Lloyd Halverson described a trend in people taking a step back from Chief Appointed Official roles when in transition. He talked about the value Senior Advisors can offer in connecting newer individuals with peers who they can relate with. Katrina Knutson talked about the increasing political divisions and the pressure on the City Manager role, and the intentionality of conference programming chosen with that in mind.

#### **10. Other Business**

No additional business was discussed.

The meeting was adjourned at 10:52am.



## **WCMA Nominations**

### **2025-2026 Officers and Board of Directors**

#### **Nominees for Vice President**

John Mauro, City Manager, City of Port Townsend

#### **Nominees for Board Member**

Carolyn Hope, Deputy City Manager, City of Mountlake Terrace

Denice Kulseth, Town Administrator, City of Friday Harbor

Matthew "Selby", City Administrator, City of Leavenworth

Tyler Christian, City Administrator, City of Sultan

#### **Nominees for Associate Board Member**

Adam Nebenzahl, Management Analyst, City of Bainbridge Island

Bucoda Warren, Chief Policy Analyst, City of Tacoma

Leslie Harris, Assistant to the City Administrator, City of Bonney Lake

Liam McKorkle, Management Analyst, City of Monroe

Rebecca Deming, Community Development Director, City of Des Moines

## **NOMINEE FOR VICE PRESIDENT**

### **JOHN MAURO**



#### **STATEMENT OF INTEREST:**

I've been honored to serve on the WCMA board since October 2023 and have found it deeply satisfying to work with remarkable colleagues to create, collaborate, and help navigate the organization to even greater positive impact. I'm particularly interested in what WCMA can do to foster more civil civic dialogue and equip city management professionals, their teams, their electeds, and their communities with support and resources in order to rise above divisive politics and uncivility. I'm also passionate about paying it forward to the next generation of leaders, aware that the continuity of our change-making work today and its relevance for tomorrow depends

on identifying and nurturing the collaborative, empathetic, and diverse municipal leadership of the future. I'm an enthusiastic supporter of the NWWLA, with at least one (and up to three!) members of my team participating over the past three cohorts. I currently chair the communications and public engagement subcommittee of the WCMA board, and serve on the i-NAPA and Membership Value committees. I'd be honored to serve as WCMA Vice-President, committing to harness the energy, smarts, and collaborative spirit of our professional community to ensure we are future-focused on our collective impact to our communities across the state.

#### **BIO:**

John Mauro is the City Manager of the City of Port Townsend, Washington. He has been in that role since 2019 and has since focused on successfully reorienting the City's long-term financial sustainability (recognized with an ICMA award), making significant improvements in core infrastructure, navigating through the uncertainty of the COVID pandemic, recruiting and building a capable and collaborative team, engaging in innovative new ways with the community, and developing strong and lasting intergovernmental partnerships (also recognized with ICMA and AWC awards). John serves on the ICMA Sustainability Committee, has contributed to the ICMA learning program, and presents at a range of state, national and international fora on municipal leadership and management topics.

Before becoming City Manager for Port Townsend, John spent nearly 7 years in New Zealand, serving as the first Chief Sustainability Officer for Auckland Council, the largest municipal government in Australasia. John also has experience in climate and sustainability-related policy, research and advocacy in the nonprofit, educational, and municipal sectors from his time in Seattle, Vermont, Colorado, and abroad.



## **NOMINEES FOR THE WCMA BOARD**

### **CAROLYN HOPE**



#### **STATEMENT OF INTEREST AND BIO:**

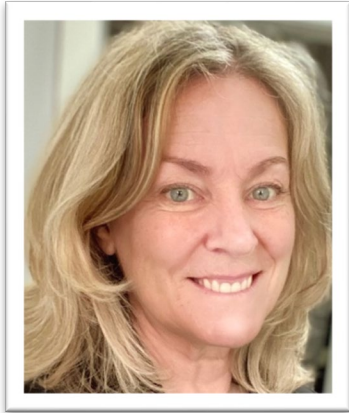
Please accept my self-nomination for a Full-Member position on the WCMA Board of Directors. For the past two years, I have served as Deputy City Manager of Mountlake Terrace. I report to Jeff Niten, who meets the six criteria for City Managers. My responsibilities include supervising and overseeing three major departments including Public Works, Recreation and Parks, and Finance that are staffed by 68 full-time and 127 part-time employees. I provide regular support to the Human Resources Manager and Communications and Community Engagement Manager. In addition to these duties, I am the Safety Manager; Diversity, Equity, and Inclusion Coordinator and staff liaison to the commission; alternate delegate to WCIA; and lead special projects such as the MLT Community Academy, Fiscal Sustainability Taskforce, and Community Conversations.

When I was Interim City Manager in Burien in 2022, I joined WCMA and began attending the conferences in 2023. In 2022, I was accepted into the Northwest Women's Leadership Academy (NWWLA) and now I serve as Treasurer of the Board and a small group leader for the NWWLA.

Previously, I served on many non-profit boards, including as President. When I serve on boards, I am an active contributor and willing to take on the important responsibilities of the organization's leadership including but not limited to leading strategic planning, developing and leading recruiting efforts for executive directors, budgeting for growth and rethinking the financial models during COVID, applying for grants, and many hands on experiences to connect with donors, members, and staff. For more information on these experiences, please visit [linkedin.com/in/carolynmayerhope](https://www.linkedin.com/in/carolynmayerhope).

My interest in serving on the WCMA Board is to support the mission and plans of the organization and help innovate as we move forward. As with the NWWLA, I understand that WCMA is seeking new ways to diversify the profession. I have spent more than ten years working in local government to expand relationships and build trust with groups that have not been well represented in the civic space. This work is exciting to me. I believe there are also opportunities for WCMA members to connect with each other more frequently and with more intention to support their growth as professionals, provide advice in times of hard decisions, and provide tools and support for each other's emotional health.

## DENICE KULSETH



### STATEMENT OF INTEREST:

I am very interested in serving on the Board of the Washington City/County Management Association. I am currently the Town Administrator for the Town of Friday Harbor, WA. While I have only been in this position for a little more than two years, I have spent almost two decades in state and local government as an attorney. I am passionate about public service and find educating the public on how government works deeply rewarding.

I would look forward to serving on the WCMA Board to share my work experiences with my colleagues, and to learn from them as well. I am eager to help promote City/County Management as a career choice for professionals who might not otherwise be aware of this opportunity to serve their communities. I have found my position, while challenging, also deeply rewarding, and I would work to promote the WCMA organization as a helpful tool for bringing together the best minds in local government.

### BIO:

I received B.A.s in Economics and Spanish before heading off to law school at Syracuse University as a Graduate Fellow. I transferred midway through law school to West Virginia University where I served on Law Review and completed my J.D.

My first legal job was with a firm in Charleston, WV, concentrating on securities fraud and banking. I moved out west to Santa Fe, NM, where I stumbled into a position in government and have never looked back. I was a civil litigator for the New Mexico Attorney General's Office, defending the State Police and other state agencies, then moved into Environmental Enforcement where I prosecuted environmental crimes and wrote legislation to overhaul the state's subdivision laws. From there I moved to the Santa Fe County Attorney's Office, where ultimately I was promoted to County Attorney.

After a move to the Pacific Northwest, and a stint as a stay-at-home mom to twins, I reentered the job market as a contract attorney for the San Juan County Prosecuting Attorney's Office. Eventually, I made my way back into work full time as a Management Analyst working directly for the San Juan County Manager. After a few years with San Juan County, I moved across the street to become the Town Administrator for Friday Harbor, WA.

## MATTHEW "SELBY"

### STATEMENT OF INTEREST:



I first heard of WCMA on my first day as Leavenworth's newest City Administrator in August 2022. I received a call from Will Ibershof, City Administrator for Sultan at the time. Will was a WCMA Board member and encouraged me to join the organization.

I joined the ICMA that fall and attended my first ICMA conference in Columbus, Ohio. I later joined WCMA and attended the August 2023 Annual Conference. I had such a positive experience I knew I wanted to become more involved in the organization.

My career in public service began nearly 20 years ago. Shortly after working in local government, I determined that being a Chief Administrative Official was my next career goal. Now that this goal has been achieved, I strive to be the best City Administrator I can possibly be. One of the best ways to do this is to learn from the experience of others in my field, as well as mentoring those who are just beginning their careers in municipal government.

WCMA is a valuable catalyst for professional development. I am sincerely interested in filling an open seat on the Board and supporting its mission.

### BIO:

Matthew "Selby" was born in Massachusetts, spent his formative years in Kentucky, and attended college in Minnesota before moving to Boston after graduation. Selby's first career was in the public relations field, which took him to Henley-on-Thames, England for three years. A year after moving back to Boston, he took his public relations career freelance while earning a MS degree in Resource Management and Administration. Selby's first municipal job was as the Conservation Agent in Ashland, a town of 15,000 located 20 miles west of Boston. It was in Ashland that Selby developed his love for municipal government, setting himself a goal to become a Town/City Manager. After a decade of growth and learning in Ashland, he became the first Land Use and Economic Development Director in Acton, another suburban community 20 miles west of Boston. The opportunity to work as Interim Assistant City Manager of Yakima brought Selby to Washington in 2021. In his last week at Yakima, he learned of the opening for the City Administrator position in Leavenworth. After accepting the job offer, Selby managed to sell his house, pack up his belongings, and relocate to Leavenworth in just six weeks. He currently lives in Leavenworth with his fiancée, Christine. When not working to help make Leavenworth's Bavarian Village the best it can be, he can be found whitewater kayaking, paddle boarding, cross-country skiing, or snowboarding.

## **TYLER CHRISTIAN**



### **STATEMENT OF INTEREST:**

I am currently an Associate Member of the Washington City/County Management Association. Having recently accepted my first City Administrator position, I'm running this year to join the board as a Full Member. With a steadfast commitment to transparency, inclusivity, and continuous improvement, I look forward to working closely with the board for many years to come to ensure a prosperous and harmonious future for WCMA.

### **BIO:**

As the City Administrator of Sultan, I am dedicated to enriching the lives of residents, fostering strong community bonds, and promoting sustainable and responsible succession planning for the future of our profession. With extensive experience in various local government roles, I bring valuable insight and expertise at all levels of local organizations. I am proud to call the Pacific Northwest my lifelong home.

In addition to the WCMA Board, I actively engage with several professional organizations, including serving on a national young professionals board for the American Public Works Association. My involvement in these associations has allowed me to build a nationwide network of talented and dedicated professionals.

Believing that strong leadership goes beyond administrative responsibilities, I am committed to fostering a sense of belonging and pride in the local government profession.

## **NOMINEES FOR THE WCMA ASSOCIATE BOARD**

### **ADAM NEBENZAHL**



#### **STATEMENT OF INTEREST:**

I am currently an Associate Member of the Washington City/County Management Association and am interested in serving as an Associate Board Member with WCMA to support local government professionals and contribute to the needs of government management in Washington. My experiences in both large and small municipalities, combined with my passion for public service and organizational development, have given me insight into the diverse needs and strengths of our field. I hope to bring a collaborative spirit and a commitment to equity, professional growth, and innovation to the WCMA board, while also learning from and engaging with peers across the state.

#### **BIO:**

Adam Nebenzahl is a Management Analyst with the City of Bainbridge Island, where he supports the City Manager's Office in implementing council policies, evaluating programs, and coordinating civic partnerships. He brings over seven years of experience in public administration, budgeting, and program management, with a background that includes roles with the City of Wichita, the City of Kenmore, and AmeriCorps. Adam holds a Master of Public Administration from the University of Washington Evans School and currently serves as a board secretary and finance committee member with the Seattle-based NON-profit EarthCorps.

## **BUCODA WARREN**



### **STATEMENT OF INTEREST:**

Over the course of my career, I have become increasingly engaged in advancing our profession from my time as a graduate student creating early partnerships with WCMA and the Evans School of Public Policy and Governance, to today where I was a driving force in advancing I-NAPA's first regional board and state affiliation here in Washington. The opportunities to engage board members past and present has continued to shape my own career, and I believe has allowed me the opportunity to help shape the profession in Washington by bringing new ideas.

I am interested in pursuing a role as an Associate Member of the Board to deepen this engagement, continue to learn from others, and bring my passion for diverse values-driven leadership and representation in public leadership roles. I view this as a privilege and an opportunity to continue the efforts I love in a way that brings my lived experience, perspectives, and dedication to collaboration to the board to expand pathways into leadership for a more inclusive and representative future for the profession. I appreciate your consideration and the opportunity to get more involved.

### **BIO:**

Bucoda Warren currently serves as Chief Policy Analyst in the Mayor's Office for the City of Tacoma, WA. In this role, he provides direct executive-level support, offers strategic advice on current issues, and conducts thorough research and analysis to inform decision-making. His expertise spans strategic planning and visionary implementation, complex community and stakeholder engagement projects, as well as project management and continuous improvement systems. Through his efforts, Bucoda enhances the operations of the Mayor's Office, driving it toward greater efficiency, vision, and a spirit of hope and achievement. In addition to his professional responsibilities, Bucoda is deeply committed to supporting representation in government. He serves as an at-large board member of the International Network of Asian Public Administrators (I-NAPA) and has been instrumental in establishing the first Regional Board of I-NAPA where he now serves as incoming president. These efforts focus on learning and connection opportunities for API public employees across the state and improving representation in leadership.



## **LESLIE HARRIS**



### **STATEMENT OF INTEREST AND BIO:**

It is with great enthusiasm that I submit my self-nomination for the Associate Board Member position with the Washington City/County Management Association (WCMA). Since August 2022, I have had the privilege of serving as an Associate Board Member, and I would be grateful for the opportunity to continue to support the association and my peers. Over the past three years, I have deeply valued the opportunity to contribute to WCMA's mission. I am committed to advancing our profession and building on the momentum we've created in strengthening engagement,

leadership development, and community among local government management professionals.

I have served as co-chair of the WCMA Conference Planning Committee for both the spring and annual summer conferences this year. Collaborating with fellow committee members has been both rewarding and inspiring as we've worked to deliver informative sessions and create meaningful opportunities for connection.

In addition, I serve as a liaison to the newly formed Veterans Advisory Committee and previously contributed to the Communications Committee. During my time on the Communications Committee, I partnered with the Municipal Research and Services Center (MRSC) to develop a comprehensive salary and benefits survey for managers and administrators. With a strong response rate, the resulting data now serves as a valuable resource for WCMA members.

I remain engaged with managers and administrators across my region by attending a monthly luncheon. These gatherings offer valuable insight into emerging issues across jurisdictions and highlight ways the association can provide support.

With nearly 20 years of experience in local government, I have served in roles spanning communications, community engagement, economic development, intergovernmental relations, council relations, special projects, and budgeting. I currently serve as the Assistant to the City Administrator for the City of Bonney Lake and previously worked for the City of Kenmore from 2006 to 2017.

Professional associations like WCMA have been instrumental in my career journey. I graduated from the inaugural cohort of the Northwest Women's Leadership Academy (NWWLA) and now serve on its executive board and as chair of the Curriculum Committee. I have also been honored to receive recognition from WCMA, including the Outstanding Assistant Award in 2019 and the Graduate School Scholarship Award in 2013. I earned my Master of Public Administration from Seattle University in 2014.

WCMA has played a pivotal role in both my professional and personal growth. I have built lasting relationships and benefited greatly from this supportive community. I am eager to give back, deepen my involvement, and continue contributing to WCMA's mission as an Associate Board Member.

## **LIAM MCKORKLE**



### **STATEMENT OF INTEREST AND BIO:**

Liam joined the City of Monroe as a management analyst in the executive department in June 2024 after graduating from Gonzaga University with a BA in political science, economics, and history. In 2023, Liam worked as a summer intern for the City of Marysville in the community development department and for the City of Monroe community development department in 2022.

Liam has a passion for local government. He is the staff liaison for the city's Economic Development Advisory Board and Lodging Tax Advisory Committee. He will be a great addition to the WCMA board.

## **REBECCA DEMING**



### **STATEMENT OF INTEREST:**

I have been an Associate Member of the Washington City/County Management Association (WCMA) for a year and a half. I received a call to service from Stephanie Lucash, Interim City Manager with the City of Kenmore and past President to WCMA, who encouraged me to apply for the Board. I have a passion for city government and hope to eventually serve as an Assistant/Deputy City Manager or City Manager for a small city in the future. I currently serve as Community Development Director with the City of Des Moines, and prior to that I worked for four years as the Community and Economic Development Director in North Bend, WA. Although I have only been in Washington for four and half years, I have been involved in many

regional agencies and advisory groups to learn and help shape the future of government in Washington.

### **BIO:**

Rebecca was hired as Des Moines' Community Development Director in 2024. Rebecca previously served as the Community and Economic Development Director for North Bend. Prior to relocating to the Pacific Northwest with her family in 2020, she served as a Community Development Director in two cities in Southern California. She has worked in local government for over 20 years, 15 of which have been in a management capacity. Rebecca received her master's degree in public administration from Cal State Dominguez Hills and her Bachelor of Science degree in urban and regional planning from Cal Poly Pomona.

In addition to being a member of WCMA, she is actively engaged with several professional organizations, including serving on the Board of the Planning Association of Washington, the Washinton Northwest Women's Leadership Academy Networking & Communication Committee, and the Washington Planning Director's Conference Committee. She enjoys



opportunities to learn new ideas and methods. Rebecca loves her profession including the challenge of finding balance between state requirements, public need, local control, and protection of the environment.



**Materials for Agenda Item #4**  
**Motion to Approve President's Recommendation to Fill Vacant Board Seat**

**TORIE BRAZITIS**



I have 20 years of experience in communications, local government, and community building, the past 14 years of which has been directly in professional local government management. I grew up in rural northern Kitsap County and lived briefly after college back in Bremerton, serving in AmeriCorps and then working for the County housing authority. I then lived in Washington, D.C. area for three years, where I worked for then-Congressman Jay Inslee and a consulting firm and then Denver for six years, where I began in local government management. I earned my Masters in Public

Administration from the University of Colorado Denver School of Public Affairs in 2012. In 2014-2017, I served on the Colorado City/County Management Association (CCCMA) Board, first as their Emerging Managers Representative and then by election to a seat.

After my daughter was born, I moved back to Washington in 2017 to be closer to family. I worked for City of Lakewood, City of Bothell, then City of Seattle as their Associate Administrative Officer (Chief of Staff) for the City's centralized fleet and facilities through the COVID-19 pandemic. For more details, please see my LinkedIn profile below. I graduated from the inaugural class of the NW Women's Leadership Academy in 2019. In 2023, I was appointed to my dream job of Kitsap County Administrator, giving me the chance to bring professional local government skills and ethics to my hometown. I continue to serve in that role. I am also part of the Washington State City Administrators Association.

I can offer the Board a deep background in ICMA ethics, professional development, and state chapter activities to grow the professional. I also come with the ability to translate between the cultures of city and Counties in our profession.

**Affiliate Group Agreement by and between the International City/County Management Association (ICMA) / Washington City/County Management Association (WCMA) and a Washington State Human Resources Chapter**

**ARTICLE I: TERMS OF PARTNERSHIP**

The area served by the International City/County Management Association (ICMA) / Washington City/County Management Association (WCMA), referred to as ICMA/WCMA.

- ICMA/WCMA will promote a Washington State (WA) Human Resources (HR) membership level by creating a Washington State (WA) Human Resources (HR) Chapter.
- ICMA/WCMA current memberships generate more revenue than would be received from promoting a WA HR membership level.
- ICMA/WCMA in exchange for promotion of a WA HR membership level will receive a 2% return on any WA HR individual membership dues purchased.
- ICMA/WCMA will gain increased exposure, membership, and revenue from promoting s WA HR Chapter and an HR membership level.

**ARTICLE II: PURPOSE**

The purposes and objectives of this WA HR Chapter shall be as follows:

- To implement the objectives and programs of the ICMA/WCMA within the chapter area.
- To discuss current human resource challenges.
- To encourage research and development in human resource management.
- To mentor new professionals in public human resource management.
- To provide a forum to engage in public personnel administration.
- To provide a medium for professional development.
- To promote best practice in human resource management.
- To promote sharing of information among human resource professionals.
- To promote excellence through the ongoing development of professional and ethical standards, and career development.
- To recognize human resource professionals and their contributions to the public service.

**ARTICLE III: MEMBERSHIP AND DUES**

1. Membership shall be open to any human resource professional within the Chapter area.
2. Membership shall be available to any person who is not a human resource professional but who is in support of the objectives and programs of this Chapter and of ICMA/WCMA.
3. The dues for annual application for membership shall be established by the ICMA/WCMA by the first quarter of each calendar year.

**ARTICLE IV: GOVERNING BODY AND ELECTIONS**

1. The Governing Body shall consist of a Chapter of up to thirteen (13) members consisting of five (5) officers: President, Vice-president, Secretary, Treasurer, and President-elect; and up to eight Directors, who serve as co-leads of the Chapter, to be elected by the active membership. An officer may hold the roles of Treasurer and Secretary concurrently.
2. The Chapter shall hold annual elections during which the chapter positions shall be elected for two-year terms. One-half of the office terms shall end on December 31st of odd years and the other half shall end on December 31st of even years.
3. The inaugural members of the governing body will serve for at least two years ending December 31, 2026. The Chapter shall hold an election by ballot in October of 2026 for half of the board positions. This election will establish the cycle alternating terms. This clause will sunset in December of 2026.

**Affiliate Group Agreement by and between the International City/County Management Association (ICMA) / Washington City/County Management Association (WCMA) and a Washington State Human Resources Chapter**

4. The term of office shall be two years for Officers and Directors, except the President-elect. The President-elect shall automatically succeed to the office of President, after having served a one-year term as President-Elect. The President-elect may concurrently hold another position on the board. Incumbents shall continue to hold office until their successors have been elected and qualified.
5. All members of the Chapter shall have a voice in the affairs of the Chapter. On matters calling for a decision by the Chapter membership, voting shall be by voice or by ballot as the members may determine.
6. At least 90 days prior to the expiration of the terms of the Officers and other members of the Board, Chapter members may nominate themselves or others to board positions. The Secretary shall compile the list of nominees and prepare the ballot for a vote by the membership.
7. If any of the Chapter Officers should resign or be unable to discharge the duties of their office the Board will appoint to fill vacancies for the remainder of the term.

**ARTICLE V: DUTIES AND RESPONSIBILITIES OF THE GOVERNING BODY**

1. The President shall preside at all meetings of the Chapter and the Board. The President shall appoint other committees as the Board may deem necessary or appropriate for carrying on the activities of the Chapter. The President will be responsible for ensuring that the annual chapter reporting form is submitted to ICMA/WCMA by October 1<sup>st</sup> of each year. The President shall appoint an auditing committee of three members to audit the treasurer's accounts, and the report of this committee shall accompany the Treasurer's annual financial report.
2. In the absence of the President or by the President's temporary incapacity to serve, the Vice President shall exercise the functions covered in this article.
3. The Secretary shall be responsible for keeping the membership records of the Chapter, recording meeting minutes, and for notifying members of Chapter meetings in partnership with the relevant committees. The Secretary shall serve as the registered agent.
4. The Treasurer shall be responsible for the receipt, custody, and disbursement of Chapter funds, subject to the control and review of the Board. The Treasurer shall prepare and submit to the members an annual financial report and shall submit other reports to the Board as the Board may require.
5. The Board shall meet at the call of the President, such meetings to be held at least annually. Board meetings shall be for the purpose of reviewing the activities of the Chapter, developing plans for future activities, and for considering other matters brought to the attention of the Board of the Chapter officers or by the Chapter membership.
6. The Directors are responsible for leading the standing committees of the Chapter. These committees ensure that the Chapter communicates to members and offers events and services that members find beneficial and fulfill the purposes of the Chapter. The standing committees and their responsibilities shall be as follows:

**6.1 Membership Committee:**

- Maintains membership lists, tracks member interests, implements strategies to increase membership.
- Advises other programs about what members find most valuable in the service offerings.

**Affiliate Group Agreement by and between the International City/County Management Association (ICMA) / Washington City/County Management Association (WCMA) and a Washington State Human Resources Chapter**

6.2 Communications and Marketing Committee shall:

- Develop Chapter brand.
- Develop online presence and platforms for information sharing.
- Develop and maintain current and relevant information.
- Assemble information for newsletters into a newsletter template.

6.3 Certifications Committee:

- Develop the priorities for which certification trainings are made available at which frequency and which part of the state.
- Coordinate with events committee to have programming that allows people to get continuing education credits to maintain certifications.

6.4 Educational and Networking Events Committee:

- Develop annual schedule of events for Chapter members that create opportunities to learn about relevant topics and share knowledge and experience with HR community.
- Produces content for the newsletter and advises on timely topics for events.

**ARTICLE VI: MEETINGS AND EVENTS**

1. The activities year shall be January 1 through December 31.
2. The Board shall determine the meetings, trainings, and events that suit the needs of the members and maintain a regular calendar of events for members. Members may submit topics for meetings and events to the membership committee who shall bring the topics to the board or appropriate committee for consideration.
3. Five active chapter members shall constitute a quorum for the transaction of business.

**ARTICLE VII: AMENDMENTS**

1. Proposed amendments to this affiliate agreement may be initiated by action of the ICMA/WCMA or upon written petition signed by at least five members of the Chapter. Amendments initiated by petition shall be addressed to the President for submission to the Chapter membership.
2. Proposed amendments shall be transmitted by the Secretary to the members in writing, at least 30 days in advance of the date on which they are to be voted on by the members. In the case of proposed amendments initiated by petition, the text of the amendment may be accompanied by the recommendation of the Board.
3. Before any amendments are formally presented to the Chapter membership for consideration, the Secretary shall submit the proposed amendment or amendments to the ICMA/WCMA with a request that the proposed change(s) be reviewed for conformity. No action on these proposed amendments will be taken until a response to a request for review has been received by the Chapter.
4. Any amendments to this affiliate agreement deemed by the Board to be in conflict with the objectives or policies of the ICMA/WCMA or the WA HR Chapter shall be referred back to the Chapter membership.

**ARTICLE VIII – CHAPTER LIABILITIES**

The ICMA/WCMA HR membership workgroup is not responsible for any liabilities this Chapter might incur.



## **WCMA BOARD COMMITMENT TO EQUITY AND INCLUSION**

**Adopted February 19, 2021**

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Creating better communities around the world begins with a commitment to equity and inclusion. WCMA strives to ensure that our members and the overall profession reflects the diversity of the people we serve. We work to mitigate the effects of bias in all areas of local government by developing and promoting programs and initiatives in the areas of service delivery, hiring practices, leadership development, community engagement, and workplace culture.

To fulfill the spirit of this commitment, WCMA works to maintain and enhance public trust and confidence in local government, to achieve equity and social justice, to affirm human dignity, and to improve the quality of life for the individual and the community.

Members of WCMA dedicate themselves to the faithful stewardship of the public trust and embrace the following ideals of management excellence, seeking to:

- 
1. Provide an environment that ensures the continued existence and effectiveness of representative local government and promotes the understanding that democracy confers privileges and responsibilities on each community member.
  2. Recognize the right of community members to influence decisions that affect their well-being; advocate a forum for meaningful public participation and expression of the political process; and facilitate the clarification of community values and goals.
  3. Take actions to eliminate structural barriers to racial equity in local government policies and practices.
  4. Seek balance in the policy formation process through the integration of the social, cultural, and physical characteristics of the community.
  5. Advocate equitable regulation and service delivery, recognizing that needs and expectations for public services may vary throughout the community.

6. Affirm the intrinsic value of public service and create an environment that inspires excellence in management and fosters the professional and personal development of all employees.
7. Seek a balanced life through ongoing professional, intellectual, and emotional growth.
8. Demonstrate commitment to professional ethics and ideals and support colleagues in upholding these standards.
9. Take actions to create diverse opportunities in housing, employment, and cultural activity in every community for all people.



**WCMA**  
Washington City/County  
Management Association  
A State Affiliate of ICMA



## **WCMA | I-NAPA Affiliation Agreement**

This agreement serves as a written understanding of the affiliation agreement between the Washington City/County Management Association (WCMA) and the International Network of Asian Public Administrators (I-NAPA). The WCMA is recognized as the official state chapter of the International City/County Management Association (ICMA) in the State of Washington. The collaborative measures outlined in this agreement will contribute to greater success for both I-NAPA and WCMA, in the areas of membership, equity and inclusion, awareness and strategies, community engagement, and promoting local government careers and the management profession for individuals of Asian heritage.

WCMA and I-NAPA will collaborate on an annual work plan focusing on action or campaigns that may be changed year-to-year. This gives WCMA and I-NAPA an opportunity to work on activities without amending the affiliation agreement.

In November of every year, WCMA and I-NAPA will review the year's accomplishments against the current work plan and develop a new annual plan outlining programming and development activities for the upcoming year.

In addition to the annual work plan, WCMA agrees to support I-NAPA's core mission to advance inclusive local government by empowering leadership among persons of Asian heritage through the following opportunities as they arise:

- Developing leadership of emerging leaders of Asian heritage
- Supporting public administrators of Asian heritage as leaders
- Providing networking opportunities
- Providing unique resources to Asian public administrators

### **I-NAPA Commitments:**

- I-NAPA will provide guidance, education, and expertise in the DEI space and will promote leaders in with Asian and Pacific Islander heritage;
- I-NAPA will amplify WCMA's efforts to educate local government professionals and organizations on creating an inclusive culture for employees and community members of Asian heritage;
- I-NAPA will appoint a member to serve on WCMA Conference Planning Committee as an I-NAPA representative. As with other appointees, WCMA will not be responsible for travel expenses;
- I-NAPA will ensure full participation in any WCMA diversity, equity, and inclusion advisory committee.
- *In the future, I-NAPA may act as a fiduciary for the I-NAPA Washington Chapter, once it establishes national 501(c)(3) status and financial controls.*



#### WCMA Commitments:

- WCMA will commit to evaluating its diversity, equity, and inclusion commitments as an organizational value and will actively seek advice and engagement of members on this commitment.
- WCMA will commit to the discussion and implementation of DEI issues through the formation of a diversity, equity, and inclusion advisory committee, ex-officio board representation, or other means appropriate to WCMA structure.
- WCMA will commit to active engagement with I-NAPA members from the State of Washington
- WCMA will commit to providing an inclusive space and networking group, both virtually and at in-person professional gatherings, for local government professionals of Asian and Pacific Islander heritage, including a meeting space for I-NAPA formal and informal meetings with affiliated or other groups at Summer Conference, pending space availability
- WCMA will provide two complementary WCMA Summer Conference registrations to I-NAPA to be used by I-NAPA to encourage attendance and participation;
- WCMA may in the future act as a fiduciary for the I-NAPA Washington Chapter and will assist in management of their financial accounts, membership dues, and monetary commitments, and a separate agreement will be drafted for such a relationship.

#### Joint Commitments:

- WCMA and I-NAPA will post notice of the affiliation on their respective websites in the appropriate partner space (e.g. on WCMA's home page and on I-NAPA's webpage and LinkedIn group page);
- WCMA and I-NAPA will actively seek opportunities to cross-promote social media posts on all relevant platforms, and, when mutually beneficial, tagging each other on relevant social media posts using the following tags depending on the nature of the post such as: @WCMA, @Intl\_NAPA, #WCMA, #INAPA

Signed,

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Stephanie Lucash, WCMA, President

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Elaine Wang, I-NAPA, President

## WCMA I-NAPA Subcommittee

### Minutes from May 9, 2025

Meeting was called to order at 1:00 PM

#### 1. Attendance

Present: Amy Buckler, John Mauro, Bucoda Warren, Joe Franco

Absent: Stephanie Lucash, Michael Vargas

#### 2. Business

##### A. Review WCMA's diversity statement

- All agree the statement needs a refresh. There is some duplication, could be tightened for better flow, could be more robust, recognize that equity extends beyond race, consider how we stay accountable to this even if its aspirational.
- We can't ignore the national context.
- Group agrees it is more important to stay true to our values and get meaningful work done than it is to use specific D.E.I. terminology. We want to keep members engaged, not fight about three words (be inclusive about inclusivity.)
- Before we proceed we would like guidance from the Board:
  1. Do they agree with the above? We need to know so that we can red-line the statement accordingly.
  2. At what stage should be engage the members?
  3. What is the nexus between this work and the WCMA strategic direction?

##### B. Identify slate of committee items

- Update WCMA Diversity Statement (*underway*)
- Generate roster of API members
- Seek opportunities to network and cross-promote activities (I-NAPA and WCMA)
- Provide two complementary WCMA Summer Conference registrations for I-NAPA members (*underway*)
- Assess WCMA assisting I-NAPA chapter with financial management

##### C. Decide how we want to structure periodic meetings for the year

We will meet every other month on the second Friday of the month beginning  
July 11, 2025

Meeting adjourned at 1:58 PM

## WCMA Membership Report, March 2025

### Number of Members

Year	February	March	June	August	October
2020	118		144	156	
2021	94		136	172	
2022	129		149	195	
2023	135	180		194	
2024	140	208	242	269	298
2025	186	200	245		

June report includes 36 new members from NWWLA Cohort 6

**WASHINGTON CITY/COUNTY MANAGEMENT ASSOCIATION**

**Statements of Activities**

**YTD Actual as a Percentage of Yearly Budget**

**As of June 10, 2025**

<b>REVENUES</b>	<b>Actual 6/10/2025</b>	<b>Yearly Budget</b>	<b>YTD Budget %</b>	<b>Notes</b>
Membership Dues	43,666	50,000	87.3%	
NW Regional Conference	36,980	80,000	46.2%	
Summer Annual Conf-meals/reg	510	50,000	1.0%	
WCCMA Conference Sponsorships	56,500	45,000	130.1%	
NWWLA Conference Sponsorships	2,025			
ICMA Senior Advisor Reimbursement	1,019	3,750	27.2%	
NW Women's Leadership Academy	2,400	35,000	6.9%	
<b>Total Revenues</b>	<b>143,100</b>	<b>263,750</b>	<b>54.3%</b>	

**EXPENSES**

Summer Annual Conference		60,000	0.0%	
NW Regional Conference	71,271	85,815	83.1%	
Board of Directors Meetings	772	1,000	77.2%	
Senior Advisors	3,130	7,500	41.7%	
ICMA Student Chapter (UW Evans School)	2,000	2,000	100.0%	
Scholarships		5,500	0.0%	
Awards Programs		1,800	0.0%	
International Contingency		1,000	0.0%	
Travel Support-ICMA Conference		2,000	0.0%	
NW Women's Leadership Academy	4,825	35,750	13.5%	
ICMA Professional Management Fund		1,000	0.0%	
ICMA Coaching Program		1,000	0.0%	
Professional Services	8,093	45,885	17.6%	75/25 split with NWWLA
Office Supplies		500	0.0%	
Insurance	643	1,500	42.9%	
Bank Service Charge	3,175	10,000	31.7%	75/25 split with NWWLA
State and City Taxes	226	1,500	15.1%	
<b>Total Expenses</b>	<b>94,135</b>	<b>263,750</b>	<b>35.7%</b>	

**EXCESS REVENUES (EXPENSES)                      48,966**

**Beginning Balance on 01/01/25                      \$151,016**

**Balance as of 06/10/25                                      199,982**

Total Cash on hand	\$165,389.53
NWWLA Cash Balance	\$21,753.45
WCCMA Cash Balance	\$143,636.08

Prepaid Expenses

Summer 2025 Meeting - Marcus Whitman	\$28,642.00
Summer 2026 Meeting - 3 Rivers CC	\$3,250.00
Summer 2027 Meeting - Historic Davenport	\$2,700.00
	<b>\$34,592.00</b>

June 9, 2017

To: Honorable Chair and Members of the Washington City Managers Association (WCMA)

From: James H. (Jim) Bennett

Subject: Letter of Interest in Service as Senior Advisor for WCMA

Please accept this letter as an indication of my interest in serving as an ICMA Senior Advisor for the Washington City Managers Association (WCMA). I have recently joined the ranks of Senior Advisors for the Idaho City County Management Association and received notification of such from ICMA. My area of responsibility will largely cover the north central areas of Idaho including the panhandle. I would like to similarly offer my services to WCMA to represent Washington managers in the eastern areas of Washington adjacent to Idaho. Managers in both states are very familiar with each other and have collaborated for a long time on regional and state issues of mutual interest and opportunity.

I have served as City Manager for a number of cities in the Pacific Northwest during my career in California, Oregon and Idaho. And, I have had the great honor of serving as West Coast Vice-President for the International City County Management Association (ICMA) and representing Oregon, Washington and Alaska in that capacity from 2007-2010. I retired from local government service in 2017 and subsequently served for two years as the chair of the Lewiston-Nez Perce County Regional Airport Authority.

I developed many close relationships with my colleagues in Washington state during my time with ICMA and as an Idaho city manager. I am very familiar with the geographic, regional and political issues confronting managers in our two states. I believe very strongly in the need to provide our managers with the training and support they will need to successfully manage their communities as well as the ability to give feedback, advice or just be a sounding board that a Senior Advisor can offer. I greatly appreciate this opportunity to serve our city managers and ask for your favorable consideration.

JAMES H. (JIM) BENNETT  
PO BOX 311  
LEWISTON, ID 83501  
(208) 553-7912  
georgeherkimer69@gmail.com

BA – Politics	University of California Santa Cruz	1983
MPA	California State University Stanislaus	1988
Asst. City Manager	City of Livingston, California	1990-1993
City Manager	City of Central Point, Oregon	1996-2002
City Manager	City of Newberg, Oregon	2002-2007
City Manager	City of Damascus, Oregon	2007-2011
City Manager	City of Lewiston, Idaho	2011-2017
Chair	Lewiston/Nez Perce County Airport	2017-2019
Board Member	Oregon City/County Mgmt Assn.	2002-2007
West Coast VP	ICMA	2007-2010
Board Member	Idaho City/County Mgmt Assn.	2011-2017

## SENIOR ADVISOR PERFORMANCE REVIEW POLICY

In order to ensure that the Senior Advisor Program is of high quality and of continuing value, it is important periodically to review the performance of the providers.

- One year after the initial appointment of a Senior Advisor, a review of his/her performance shall be conducted to identify successes, areas for improvement and to determine if the Senior Advisor should be reappointed.
- The Senior Advisor Performance Review form can be found below and is provided to assist sponsors in establishing a process.
- When it is time for the review process, Senior Advisors will complete a self-evaluation using this form, followed by a conversation with the Board President and Immediate Past President. The Senior Advisor and the Board representatives may obtain input from members and others who have had experience with the program to insure as thorough of a review as possible.
- If reappointed, a performance review following the same process should be undertaken at least every two years.



**WCMA SENIOR ADVISOR  
PERFORMANCE REVIEW**

**Completed by:**\_\_\_\_\_

**Send to: Tracy Burrows at [tburrows@mrsc.org](mailto:tburrows@mrsc.org) by December 17, 2021**

**Duties and Responsibilities:** Provide a self-evaluation rating for each applicable expectation:

(1) Met            (2) Did Not Meet            (3) N/A

a) Contacts or meetings with members in crisis/ members in transition	
b) Attendance at member area group meetings	
c) Contacts with new managers in my range	
d) Contacts with other members	
e) Attendance at state wide sponsor meetings	
f) Attendance at national and regional ICMA events	
g) Participation in Senior Advisor conference calls	
h) Timely reports	
i) Participation / attendance at other events for members in my range	
j) Maintaining awareness of resources for members	
k) Maintaining general knowledge of current issues facing local governments and members	
l) Other:	

**OVERALL PERFORMANCE REVIEW**

1. What I am doing that I believe makes me an effective Senior Advisor and that I plan to continue?

2. What do I plan to change to be more effective?

3. What can be done by WCMA and ICMA to help me and to make the Senior Advisor program more effective?

---

Senior Advisor

Date

**To be completed by WCMA President or Designee:**

I agree. \_\_\_\_\_.

I suggest the following for improved performance. \_\_\_\_\_.

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WCMA President or Designee

Date