

ECityGov Alliance
Executive Board Strategic Workshop
May 21, 2021
10:00 am to 3:00 pm

Minutes

10:00 Welcome and Agenda Overview

The chairperson, Nathan McCommon, called the meeting to order at 10:05am

Member attendees:

City of Bellevue – Nathan McCommon

City of Issaquah – John Traeger

City of Kirkland – Tracey Dunlap

City of Snoqualmie – Mark Correia

City of Sammamish – Jim Hominiuk

Members absent: City of Kenmore – Nancy Ousley

Non-voting member attendees:

Warren Cheney, King County

Tom Phillips, Town of Woodway

Other attendees:

Tyler Running Deer, Executive Director of eCityGov Alliance

Marilynne Beard, MMB Consulting

Michele Miller, City of Bellevue Service Delivery Team

Motion: City of Snoqualmie made a motion to approve the agenda

Seconded: City of Sammamish

Discussion: No discussion

Approval: Motion carried unanimously

Marilynne Beard served as a contracted facilitator for the meeting and shared the meeting's objectives and desired outcomes. Specifically, the meeting was centered around a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis, which Marilynne described.

10:30 Executive Director Update

Tyler Running Deer reviewed the work planned and accomplished from the 2017 series of eCityGov Alliance Executive Board resolutions that were identified by the Rick Berman organizational assessment report.

Tyler also provided an overview of results from the eCityGov Alliance Executive Board's 2019 strategic workshop, including the work accomplished to date.

Following that, Tyler provided a summary of the organization's overall health in different areas, and its current challenges. During Tyler's presentation, Board members took individual notes on a SWOT analysis tool for later discussion.

11:30 SWOT Analysis

Marilynne facilitated a report-out discussion with all Board members and Tyler following the SWOT analysis process and quadrant matrix.

12:30 Lunch

1:00 Overview of SWOT Results and Observations

- Leveraging strengths and opportunities

- Managing weaknesses and threats

Michele Miller assisted Marilynne with providing a compilation of the individual SWOT notes from all participants, and then Marilynne facilitated an analysis discussion of the results.

2:15 Recap of Discussion and Next Steps

Marilynne summarized key concepts, priorities, issue themes and next step options that were mentioned during the SWOT Results and Observations discussion, and agreed to provide a summary of this as a follow up to the workshop.

3:00 Adjourn