

**Personnel, Legislative and Public Affairs Subcommittee  
Meeting Minutes  
July 6, 2004**

A meeting of the Papio-Missouri River Natural Resources District's Personnel, Legislative and Public Affairs Subcommittee was held at the Natural Resources Center, 8901 S. 154th Street, Omaha, NE on July 6, 2004. The meeting was called to order by Chairperson Barbara Nichols at 9:30 p.m.

**QUORUM CALL:** Quorum call was taken. The following were in attendance.

Subcommittee Members Present	Subcommittee Members Absent	Other Directors Present	Others Present
Conley (John) **	Connealy *	Neary	Steve Oltmans
Conley (Fred)			Emmett Egr
Gardner			Rich Lombardi
Nichols			Marlin Petermann
Jansen			Trent Heiser

\* Excused Absence

\*\* Alternate Voting Member(s)

**ADOPTION OF AGENDA:**

- **It was moved by Director Jansen and seconded by Director John Conley that the agenda be adopted.**

Roll call vote was held on the motion. The motion carried by a vote of 5-0.

Voting Yea John Conley, Fred Conley, Gardner, Nichols, Jansen

Voting Nay None

Abstaining: None

Absent: Connealy

Absence Excused: Connealy

**PROOF OF PUBLICATION:** Notice of the meeting was posted in all District offices and published in the Omaha World Herald on July 2, 2004. The proof of publication affidavit is included with the file copy of these minutes.

**LEGISLATIVE UPDATE:** Papio-Missouri River NRD lobbyist, Rich Lombardi, briefed the subcommittee on last year's legislative session and spoke of opportunities for the next legislative session. With such a high turnover in state senators due to term limits and election, next year may offer opportunities for new legislation. He also stressed the need to inform the new senators about the NRD.

**DISTRICT POLICY REGARDING DEVELOPMENT OF STATE LEGISLATION:** General Manager, Steve Oltmans, presented a suggested amendment to District Policy 12.7 –General Manager – Monthly Report which included a report on staff development of state legislation.

- **It was moved by Director John Conley and seconded by Director Jansen that the amendment to District Policy 12.7 General Manager – Monthly Report be recommended to the Board and that approval be tabled until August, pursuant to District Policy 1.5.**

Roll call vote was held on the motion. The motion carried by a vote of 5-0.

Voting Yea John Conley, Fred Conley, Gardner, Nichols, Jansen  
Voting Nay None  
Abstaining: None  
Absent: Connealy  
Absence Excused: Connealy

**GM GOALS FOR FY 2005:** Steve Oltmans presented his suggested goals for FY 2005.

- **It was moved by Director John Conley and seconded by Director Jansen that the Goals, as amended, be recommended to the Board.**

Roll call vote was held on the motion. The motion carried by a vote of 5-0.

Voting Yea John Conley, Fred Conley, Gardner, Nichols, Jansen  
Voting Nay None  
Abstaining: None  
Absent: Connealy  
Absence Excused: Connealy

**OTHER ITEMS OF INTEREST:** None.

**ADJOURNMENT:** Being no further business, the meeting adjourned by acclamation at 10:15 p.m.

**12.7 General Manager - Monthly Report.** The General Manager shall report to the Board monthly, such report to include the following:

- A. Information/Education Report
- B. A personnel report, to include personnel development, i.e., conferences/seminars attended by staff, hiring of new employees, etc.
- C. A report on the authorized programs and projects of the District.
- D. A report on construction services, professional services and personal property purchases authorized by management.
- E. A report on state legislative proposals contemplated or recommended by Management.

[December 5, 1986; November 9, 1993; December 12, 2002; August 12, 2004]

## **GM Goals FY 2005**

Draft - June 29, 2004

1. **MANAGEMENT SKILLS**: Continue to develop individual and professional ability.
  - Build on individual and professional ability in such position as newly-elected Director, International Soil and Water Conservation Society (a professional society).
  - Continue to improve computer skills appropriate to the position of GM.
  - Commitment to attend and participate in NRD Managers' meetings and conferences.
  
2. **PUBLIC RELATIONS**: Continue working towards improvement of information to the general public regarding the Papio-Missouri River NRD.
  - Converse with people/constituents, marketing-networking NRD policies, programs and projects.
  - Develop and update useful information for distribution on the District's efforts to improve management of stormwater runoff pollution.
  
3. **PERSONNEL MANAGEMENT**: Develop and implement practices to improve the employment environment in the District.
  - Encourage team building and inspire efforts towards common goals. Schedule timely staff and project managers' meetings; spend more one-on-one time with employees.
  - Make greater use of employee performance evaluations as a tool for making the most effective use of staff. Set performance standards to be challenging but achievable.
  - Clearly set forth the structure of authority for communicating ideas and problem solving. Maintain a current flow chart and emergency mobilization plan(s).
  - Continue semi-annual District-wide employee days that include topics of benefit and interest to District employees.
  
4. **PROGRAMS AND PROJECTS**: Plan and implement district program and project needs.
  - Be proactive in developing viable solutions for practical stormwater management.
  - Use the public-private partnership concept to its fullest and best possible application to bring together at least one multi-purpose flood control structure for the District.
  - Fully utilize programs with cooperating federal and state agencies. Examples:
    - a. Achieve additional dollars through the EQIP Program (USDA/NRCS) for landowner and watershed projects.
    - b. Floodway Purchase Program expansion through FEMA (federal) and DNR (state).

5. **FISCAL MANAGEMENT:** Strive to improve sound financial management of District funds.
  - Encourage greater use of the public-private partnerships to develop and finance projects.
  - Advocate a move from maintenance-type budgets to a more proactive and aggressive use of District budget capabilities within state statutory limits.
  - Strive to reduce project cost overruns with prudent oversight of contract negotiations without compromising District goals. Use “incremental approval” and “not to exceed amount” contracts when appropriate.
  
6. **COORDINATION WITH BOARD OF DIRECTORS:** Develop and maintain an open communication with all Directors.
  - Improve open communication to all Directors.
  - Work with District I&E staff to provide open and consistent information to all Directors.
  
7. **AGENCY RESPONSIBILITIES:** Coordinate and make timely contacts with other agencies and individuals, informing them of the District’s responsibilities and efforts.
  - Maintain relationships throughout the District with pertinent political, governmental, civic leaders and their respective staffs.
  - Open a dialogue with leaders to provide better coordination of District’s policies, programs and projects in the northern portion of the P-MRNRD.
  - Be more proactive with the private developers, engineering firms and regulatory agencies in regard to managing/controlling sediment from urban construction property(ies).
  - Strive to improve relationships between NARD, rural NRDs, pertinent federal/state agencies and non-governmental environmental organizations.
  
8. **OVERALL RATING:** Carry out the missions and goals of the District.
  - Make the District a leader in public-private partnership team-building, specifically to increase multi-purpose flood protection in the Papio watershed.
  - Demonstrate “outside the box thinking” to bring an innovative perspective to District responsibilities.
  - Look for solutions.