

CITY COUNCIL RETREAT  
(TRAINING SESSION)  
MINUTES

September 18, 2018

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Retreat at 5:45 p.m. at in the Moore Norman Technology Center, IT Building, Seminar Center, Conference Room on the 18th day of September, 2018, and notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray, the Moore Norman Technology Center, IT Building, Seminar Center, and the Norman Public Library at 225 North Webster 48 hours prior to the beginning of the meeting.

PRESENT: Councilmembers Bierman, Carter, Castleberry, Clark, Hickman, Holman, Wilson, Mayor Miller

ABSENT: Councilmember Scott

CONFERENCE WITH REPRESENTATIVES FROM OKLAHOMA MUNICIPAL MANAGEMENT SERVICES.

Mayor Miller said at Council's annual retreat in July several members of Council indicated they would like to have additional training on the Open Meeting Act and Open Record Act and other regulations. As a result, the City Clerk reached out to Oklahoma Municipal Management Services who provide training for Councils across the state to set up this training this evening.

Mr. Bill Tackett, Executive Director of Oklahoma Municipal Assurance Group (OMAG), provided an introduction about who OMAG is and what they do for cities and towns across the state. He said OMAG has been working with Oklahoma Municipal Management Services (OMMS) to provide training for Councils across the state who often struggle due to limited resources. He introduced Mr. David Weatherford with OMMS who provided the training.

Mr. Weatherford said OMMS provides this training because they feel there is a training void in upper management. He said cities have habits, good and bad, and need to perform self-evaluations. He said leadership for cities is constantly changing and learning about other cities and how they addressed or did not address issues benefits everyone. He said OMMS has seen too much bad government and bad things that happen in cities over the years and it impacts good elected officials, employees, and taxpayers. He said misunderstandings are avoided by creating good working relationships and understanding roles.

Mr. Weatherford provided a thorough training of the Council-Manager form of government and the duties of elected officials. He touched on additional areas such as mistakes made by first-time elected officials and challenges/pitfalls elected officials often face after taking office.

Mr. Weatherford introduced the Stability Test and said it was created as a way to measure how cities are doing in different areas and identify areas that need improvement year over year. He said since its inception, the test has been taken by hundreds of Oklahoma municipal officials, the results compiled, and suggestions offered on how the particular city can improve. The test measures 10 areas; financial stability, governing body stability, meetings, employees, public image, crisis management, economic development, planning and goal setting, administration, and communication.

Mr. Weatherford said improvement plans are individualized to each city, as each city is unique and it will take some time to develop a good improvement plan. He encouraged Council to participate in a Stability Test and work to create its own improvement plan and shared a handout on ways to improve your cities/scores. He said making it an enjoyable experience for people to serve as an elected official will increase your score in the Stability Test.

Mr. Weatherford also fielded questions from Council on areas of concern for them, e.g., Open Meeting Act and Open Records Act.

Items submitted for the record

1. PowerPoint presentation entitled, "OMAG Recognition Program, City of Norman, September 18, 2018"
2. How to Improve Your Scores

Participants in Discussion

1. Mr. Bill Tackett, Executive Director, OMAG
2. Mr. David Weatherford, OMMS

The meeting was adjourned at 8:00 p.m.

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ATTEST:

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City Clerk

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Mayor