

**ICMA INTERNATIONAL COMMITTEE MEETING - BOSTON**  
**Sunday, September 22, 2013**  
**8:30 a.m. – 11:30 a.m.**  
**Hynes Convention Center, Meeting Room 206, Level 2**

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**FINAL MEETING MINUTES**

**THE MEETING WAS CALLED TO ORDER AT 8:30 AM BY THE INTERNATIONAL COMMITTEE CHAIR, CLAY PEARSON.**

- **WELCOME AND INTRODUCTIONS OF MEMBERS, GUESTS & RECOGNITION OF PAST COMMITTEE MEMBERS AND NEWLY APPOINTED COMMITTEE MEMBERS BY CLAY PEARSON, INTERNATIONAL COMMITTEE CHAIR**

Mr. Clay Pearson, International Committee Chair greeted attendees and thanked them for coming to the meeting. Mr. Pearson remarked on the exciting opportunity for international we have with Simon Farbrother as the 100<sup>th</sup> ICMA president.

- **ICMA INTERNATIONAL CONTRACT PROGRAMS UPDATE, DAVID GROSSMAN, DIRECTOR OF ICMA INTERNATIONAL PROGRAMS**

Mr. David Grossman welcomed everyone in the room and emphasized the pleasure it is to be in such a room filled with international guests. Mr. Grossman discussed the international team's current portfolio and mentioned further information could be found in the committees packets. Mr. Grossman emphasized the CityLinks program and talked about the Durban Adaptation Charter event that recently occurred in South Africa. He also highlighted the Department of State fellowship program by explaining that it is a good opportunity to involve our membership in our programs.

Mr. Grossman discussed key priorities for the International team. He explained that the team is doing more and more programmatic work with our affiliates and with the liaisons through the regional directors within ICMA's International team. As an example, the International team recently connected with APEKSI in Indonesia and ULAI in Israel about work in the West Bank Gaza.



Another priority has been to increase international content and outreach. He explained the use of the Knowledge Network by the team and that it has proven to be a very powerful tool. The knowledge network is a great opportunity to network globally. Coming up on the 100<sup>th</sup> anniversary, the International team is riding a growing wave of international interest. Participation at this conference is up. The HIP program has also been a great addition and we are seeing an ever increasing global perspective throughout the organization.

Mr. Pearson thanked Mr. Grossman for his support and leadership.

➤ **REVIEW OF MAY 2013 INTERNATIONAL COMMITTEE MEETING AND STUDY TRIP IN COPENHAGEN, DENMARK, LARS WILMS**

Mr. Lars Wilms explained the committee had originally planned for 15 attendees but received 55. The Committee members saw various presentations of many different organizations around Copenhagen. The committee had an opportunity to see the Prime Minister and to also visit Christiania, a very special neighborhood. The committee members were very active and very engaged throughout the trip. Mr. Wilms sought advice from the committee regarding tips for our hosts in China.

Mr. John Novak commented that the trip was a great opportunity to interact with the local government officials and the bike tour was especially very valuable.

Mr. Dave Timmons mentioned that he redesigned a project in his community based on the trip.

Mr. Scott Mitnick commented on how well the trip was organized.

➤ **UPDATE FROM THE ICMA BOARD**

Mr. Pearson invited Mr. Peter Agh to provide an update on ICMA board activities.

Mr. Agh welcomed everyone and commented on how the meeting has grown and grown every year. He remarked that as Simon Farbrother takes over as ICMA's 100th president that it is something to be proud of.

Mr. Agh commented that one key item that has changed in the last year was with regards to international travel. The board's policy changed and it now states that board members must have a meeting outside of North America every 3 years. He commented that there are several possibilities for the board meeting in 2015, as we have one international vice president from Canada and one from New Zealand. The board will most likely have some debate about where they will be going.

Mr. Agh hopes the board will continue to support international activities and mentioned that he would like to see a full time dedicated ICMA staff person to help out Ross and Lauren on our international membership activities. Mr. Agh commented that the audience will see this issue be discussed over the next 6 months.

Mr. Agh requested the European delegates stay after the meeting to discuss an issue.

➤ **ICMA CHINA CENTER UPDATE/ PROBONO GUEST LECTURE PROGRAM**

Mr. Pearson introduced Vice President Zhang of China University of Political Science and Law (CUPL).

Ms. Zhang thanked Clay, David and the committee for the invitation to attend and appreciated the opportunity to present to the committee. Ms. Zhang provided an update on the ICMA China Center.

In May of 2012, the ICMA China Center formed an eco-partnership program. ICMA and CUPL have been working on a program around sustainable cities that will last for three years. In July of 2013, the China Center organized a training for IT city managers in Chengdu where Mr. Bill Monahan and Mr. Clay Pearson gave the lectures. It was a very well received program.



For the International Committee meeting in Yangzhou, Ms. Zhang sincerely hopes that the committee experiences Chinese cities.

In late August of this year, the CUPL director paid a visit to Chinese directors and affiliates branch of the NDRC, the national academy of mayors at China. CUPL has reached cooperation of councils on such things as job training progress and translating ICMA publications.

The most important accomplishments have been approval of ICMA by the national foreign expert's council as a training expert with university program certifications.

Another accomplishment was the guest lecture program by ICMA experts. This year China Center has already invited Americans to teach courses. Mr. Clay Pearson and Mr. Bill Monahan taught classes while there. Their lectures are based on their practices of their cities. The students loved them very much. They also traveled to Qingdao as part of their program.

In the past 3 years, the China Center has hosted 13 American experts through the U.S. Department of State. China Center also selected Chinese officials to visit the U.S.

The China Center work plan for the next year is ambitious but feasible. The goal is to concentrate on public safety management in China.

Ms. Zhang would like to invite ICMA members to teach and lecture at other famous Chinese universities as well. CUPL will finalize the training program soon and hopes to have 35 Chinese managers attend to learn about cooperation and public administration.

Ms. Zhang offered some remarks on the status of China today. China is undergoing a large urbanization process. Every year, China is expected to continue to grow and have a migration into the cities. As China continues to urbanize, China is in urgent demand to learn the best practices to managing a city. She wants to take our 100 year old history to help investigate the city management programs as well as find specific solutions that will help Chinese cities. Ms. Zhang thanked everyone who has helped CUPL and thanked Mr. David Grossman and Ms. Judith Deiling for their guidance over China Center's work. Additionally, Ms. Zhang thanked Mr. Bob

O'Neill for his consistent support and finally Mr. Clay Pearson and Mr. Bill Monahan for their wonderful lectures to her students. She hopes to see everyone next year in Yangzhou.

➤ **YANGZHOU, CHINA PRESENTATION OFFERING TO HOST THE COMMITTEE'S MAY 2014 MEETING AND STUDY TRIP**

Mr. Pearson invited Vice Mayor Madam Qi to present on the International Committee meeting in Yangzhou next year.

Madam Qi offered her greetings and remarked that she was very happy to meet old friends and to see David, Clay, Bill, and Judit. She was also very excited to meet new friends in the room. Madam Qi was told that there would be only 20-30 people to attend this morning's meeting so she is excited to see more faces in the room. This means the ICMA International Committee is booming.

Madam Qi explained that she has been working with the ICMA China Center to work out a proposal to host next year's ICMA International Committee meeting in Yangzhou. She explained that they have been working on the program for a few months. She hopes that after the presentation, the committee will vote to have the meeting and the 2015 board meeting in Yangzhou.

She is very happy to hear the review from Mr. Lars Wilms on the Danish meeting last year and provides her with an opportunity to adjust their own programming they have already been planning. She enjoyed hearing about the interactions the committee had with government at all different levels.

Madam Qi's presentation included two parts. The first explained a brief introduction to Yangzhou. Yangzhou is located on the eastern coast of China and is connected by the Yangtze River. It has easy access being on 3 hours from Shanghai and 1 hour drive to Nanjing. Yangzhou has a population of 4.6 million. Yangzhou is a very beautiful city. It is exquisite, modern and eco-friendly. Yangzhou is the home town of two presidents. It is called the first canal city because it is the city where the Grand Canal first started over 2,500 years ago. There are 35 cities along the canal and Yangzhou is a nominated world cultural heritage site. The old cities have been well preserved. In Yangzhou, there are 500,000 religious believers ranging from Buddhism, Taoism, Islam and Catholicism. There are many things to see including gardens, lakes, and residences.

Yangzhou is an eco-friendly city as green space accounts for 43% of the city. It was awarded the UN-Habitat Scroll of Honor in 2006 and has also received the honor of being a National Forest City. It is the home to Huaiyang cuisine, which is one of the four major schools of Chinese cuisine.

Yangzhou has a rich history with foreigners. In the 18<sup>th</sup> century 10,000 merchants were doing business here. Marco Polo was in Yangzhou in the 14<sup>th</sup> century. Yangzhou has very good relationship with other countries, having 50 sister city relationships around in the world. Over 1600 companies are doing business from 93 countries/regions within Yangzhou. Yangzhou is a tourist attraction, receiving 36.38 million visitors and 700,000 from overseas. There are many conference spaces and they have many VIP visits including those from France and Singapore.

Yangzhou has many international events including the Yangzhou flowerly in March which is an international festival and will host the World Conference of Historical Cities in 2014.

Madam Qi then spoke about the proposal for the 2014 ICMA International committee to host their meeting in Yangzhou.

The dates and venue proposed are to conduct the meeting from May 11<sup>th</sup> – 14<sup>th</sup>, 2014 at Yangzhou south street hotel (jie Nan Shu Wu). It has a conference capacity of 400 seats and can accommodate up to 140 rooms. The conference services that are offered are simultaneous interpretation, press room with a Wi-Fi computer, a secretariat room for pick up and transfer service, some meals including breakfast, lunch and a buffet dinner. Breakfast will be covered by hotel while some lunch and dinners will need to be paid for by the attendees. The City of Yangzhou will cover 3 meals. There will be participation by citizens and English speaking volunteers will be present. This package is an exclusive package offered by the hotel. There will also be available sightseeing for additional costs.



Madam Qi went through the tentative program that can be found in the committee's packet. The theme for the meeting is Eco-friendly urbanization. Some themes for different round tables will be protection of cultural relics and the social and economic impacts associated.

Madam Qi thanked everyone for their attention.

➤ **MAY 2014 COMMITTEE MEETING LOGISTICS AND ADDITIONAL DETAILS RELATED TO YANGZHOU**

Mr. Pearson thanked Mayor Qi asked Mr. Bill Monahan to come and present further on China opportunities.

Mr. Monahan went through some photographs of his time and experience while in China this past July. He explained that Yangzhou has something for everyone and wanted to emphasize that this is a great conference facility. He recommended also traveling to Beijing before or after and see everything the city has to offer as well.

He explained they'd like to bring up as many individuals to the meeting this year and would like to open it up to all ICMA members. Some of the costs you can anticipate are related to airfare, visa to china, hotel accommodations, and whatever meals are not covered by our hosts.

Mr. Monahan explained he is available to talk about Yangzhou later if anyone would like further details.

Mr. Pearson stressed that there is no better way to see Yangzhou in a cost efficient way. He encouraged everyone to ask questions of both Mr. Monahan and him.

Ms. Judit Deilinger wanted to add there will be study tour packages for members for pre and post-summit trip to do something together to see other cities. If you want to make it a larger experience you will be able to do it.

➤ **DISCUSSION AND VOTE ON INTERNATIONAL COMMITTEE MEETING IN YANGZHOU, CHINA IN MAY 2014**

Mr. Pearson called for a vote on holding the International Committee Meeting in Yangzhou and for all those in favor to say "aye" all those opposed "nay."

The International Committee voted "aye" and the motion carried to have the International Committee meeting in Yangzhou in May of 2014.

➤ **JAPAN LOCAL GOVERNMENT CENTER (CLAIR) UPDATE**

Mr. Pearson explained Mr. David Frasher and Mr. Victor Cardenas are going to Japan as part of the CLAIR fellowship this year. Mr. Pearson invited Ms. Rie Imazeki, Director and Representative of Tokyo Metropolitan Government to talk about the Japan Local Government Center and the CLAIR fellowship.

Ms. Rie stated that he is Director of the Japan Local Government Center in New York. She thanked Mr. Pearson for inviting her to say a few words about the center. Some individuals may know about the center already but for those who do not, the center is a council of local authorizes that interacts with international authorizes and is headquartered in Tokyo. Additionally, there are several other locations around the world. We share knowledge about government systems. The most popular program is the CLAIR fellowship and quite a few individuals in the room have participated. Last year, participants to Japan were Ted Gaebler and Bob O'Neill.

In 2012, the International Committee held their meeting in Japan and we were very appreciative and eager to learn and continue to share our experiences. He wanted to invite everyone to the Japan Local Government reception this evening. She thanked everyone for allowing her to speak to the group.

➤ **BREAK**

The International Committee took a 10 minute break.

➤ **INTRODUCTION OF ICMA'S PRESIDENT**

Mr. Pearson introduced ICMA's president, Ms. Bonnie Sverck.

Ms. Svrcek thanked Mr. Pearson for his leadership with the Committee over the last year. She brings greetings and gratitude from the board to everyone in the room.

During her time on the board, Ms. Svrcek was able to attend a board meeting in Bratislava, Slovakia. She also traveled to New Zealand and Australia for their annual conferences. No matter where she has traveled, she has realized that we really are more alike than different.

Ms. Sverck wanted to recognize a special person in the room. Ms. Svrcek thanked Mr. Peter Agh for his service as one of the international vice presidents and his time spent on the international committee. She made note that he accomplished many things, one of which was to add a 3<sup>rd</sup> International vice president to the board. He also was able to get the board to travel outside of North America. Ms. Svrcek thanked Mr. Agh again and presented him with a plaque.



Ms. Svrcek then recognized president elect, Mr. Simon Farbrother and president elect-elect, Jim Bennett. Ms. Svrcek invited Mr. Farbrother to make some remarks to the attendees. Mr. Farbrother commented that it was a delight to be here and that what is interesting about this meeting is the number of people who are in the room. There are certainly a number of people that have been involved with international over many years. He explained his mission is to really normalize the “I” in ICMA. He thinks the first 6<sup>th</sup> regional summit, the international summit, is a tremendous step forward in accomplishing that mission. He thanks everyone for the time to come and speak with them.

#### ➤ **INTERNATIONAL ATTENDEES TO BOSTON (HIP PROGRAM UPDATE)**

Mr. Pearson introduced the Host International Program (HIP) and Mr. Paul Shew who has been leading the efforts around the program. Mr. Shew stated that over 40 individuals have been involved and said that he hopes this program goes into the next year. The program has really tried to make international participants at the conference feel welcomed and to also set up study tours for groups that wanted to spend more time in the New England area.

Mr. Pearson shared with Mr. Tom Lundy and Mr. Lane Bailey that this is something that they’d like to continue for next year but hope it stays as an organic thing.

#### ➤ **STATE OF THE AFFILIATES AND RELATIONS TO ICMA**

Ms. Lauren Crawford remarked that within the International Committee packet, you can find committee liaison updates as well as affiliate reports. She reminded everyone to attend the International affiliate meeting.

Mr. Lee Szymborski provided an update on efforts to publish articles in the Public Management (PM). He stated there have been a number of strides by getting international content within the SmartBriefs email which is delivered to inboxes daily. He also went through different

opportunities available for individuals to write an article. He asked for anyone interested to contact him.

➤ **SOLICITATION OF INTERNATIONAL COMMITTEE MEMBERS TO SERVE AS AFFILIATE LIASONS TO THREE NEW AFFILIATES**

Mr. Pearson asked the International Committee to volunteer to be committee liaisons with three new affiliates. Mr. John Nowak volunteered to liaison with the Czech Republic. Mr. Ed Daley volunteered for Romania and Mr. Terry Parker volunteered to liaise with Kenya.

➤ **KNOWLEDGE NETWORK USE FOR COMMITTEE UPDATES / Q&A**

Ms. Lauren Crawford presented on the different ways to utilize the Knowledge Network for the committee's work. The committee has begun to utilize the files and documents tab to house historical meeting agendas, minutes, and other relevant information. Our hope is to have the Knowledge Network group be the hub for updates and information to the committee, affiliates, and friends. Specifically, wiki's are being created for each affiliate to record historical events as well as provide updates and conversations ICMA staff, committee liaisons, and affiliates have had about working together. Ms. Crawford encouraged everyone to join if they have not already and to please let her know if you have any questions.

➤ **OPPORTUNITIES FOR MEMBER INVOLVEMENT: INTERNATIONAL MANAGEMENT EXCHANGE PROGRAM (IMEP) UPDATE, ICMA FELLOWSHIP OPPORTUNITIES**

Ms. Crawford reported that several international affiliates have indicated an interest in the International Management Exchange Program (IMEP) for 2014. In recent years, the program has been fairly dormant with only one match (with New Zealand) made a year. It is our hope that this program will have a renewed interest and there will be more opportunities for matches to occur. Please look for updates on the Knowledge Network group as we go to publicize the program further for ICMA members.

➤ **REVIEW OF INTERNATIONAL MEETINGS AND EVENTS DURING THE CONFERENCE**

Ms. Crawford briefly reviewed international meetings and events at this year's annual conference. The event listing can be found on the Knowledge Network group in the files tab.

➤ **JOHN GARVEY SCHOLARSHIP FUND**

Mr. Pearson asked Mr. Ryan Eggleston and Mr. Bill Monahan to come up to talk about their work to reinvigorate the John Garvey Scholarship Fund.

Mr. Eggleston explained they wanted to look at the John Garvey Scholarship Fund as it has been sitting dormant the last few years. He explained the proposed direction the scholarship fund would take. The scholarship fund would be awarded to one or two recipients focusing on the next generation of city managers. The next generation was defined as those under the age of 40. Any successful applicant would need to have some stake in the process, either through them



funding part of the trip or through their local government sponsoring them. The fund would pay up to 75% of the overall expense. Having the applicant pay for 25% of the cost which then ensures some buy in from the applicant. Look at the life cycle of the way we work and the international committee spring opportunity, Mr. Eggleston explained that applicant could come to the committee meeting and then go to the spring study tour. Ideally, when they returned home they could put together an article in PM magazine, and would come back and report to the committee. This is the very early stages of re-building this program and it will take a while to get the parameters ironed out.

Mr. Ed Daley remarked that he had previously received a solicitation at some point from Ross about how we could contribute to it and he has not seen the note in some years. He recommended that ICMA look into start soliciting donations again.

Mr. Bill Monahan mentioned the fund can be a re-occurring expense to fund the campaign and a way to endow it. He explained that we will need to figure out a way to replenish the fund.

Mr. John Novak explained there were many uses for the scholarship fund. Applicants could attend other international affiliate conferences and committee activities all while keeping with the intent and interests of the scholarship. The original intent was to target the interaction between the ICMA member and the affiliate member/organization. Mr. Novac commented that we need to build sustainability and long term capacity.

Mr. Lee Szymborski inquired as to how many scholarships would be available within a year.

Mr. Eggleston explained that we would need a policy document but they were thinking up to 2.

Mr. Mike Garvey remarked that many individuals in the room knew John Garvey well. John Garvey was very active and involved in ASPA. John Garvey had worked for many years to run the IMEP program in conjunction with ICMA. Mr. Garvey explained that the intent of committee has broadened since the fund first began and that the spirit of the request of John Garvey would be to expand the program and that we should not be bound by decisions made years ago.

Mr. Ron Bergman asked if the intent was to spend down the fund or was there a wish to generate more resources. Mr. Bergman stated that it is a critical piece that needs to be incorporated.

Mr. Ed Daley stated that the flip side of the fund is how to bring more people from our affiliates outside of the US to ICMA.

Mr. Ryan Eggleston said the thinking is that there would be one or two scholarship for around \$1500 - \$2000 USD. We are operating on a trial basis until the formal processes are hammered out while also looking at the sustainability of fund. As someone who benefited from a scholarship to attend the Copenhagen International committee meeting, he knows how life changing of an experience it can be. He explained further by saying that if APMM hadn't give him a scholarship to attend, he would have been unable to. It then also made it easier to talk to his board about to make the investment in him to cover the costs.

Mr. Dave Timmons asked if there are any documents that articulate the award.

Mr. Eggleston indicated that there were and they were provided in the committee's packet.

Mr. Mark Watson emphasized that we should support the next generation.

Representatives from SOLACE and UMC emphasized the important nature of the scholarship and how it built bridges between local government managers. Both organizations stressed the need to revive the scholarship and the IMEP program.

Mr. Ed Daley suggested that the committee authorize 2 scholarships with \$1500 each. One of the scholarships would be made available for individuals outside of North America. The criteria of being under the age of 40 would still apply. The outstanding question would be how to sustain this long term.

Mr. Mike Jalliet commented that further discussions would need to be had.

Mr. Pearson explained that the issue of how to sustain the fund would be in the next committee packet.

➤ **COMMITTEE ALUMNI AND FRIENDS GROUP**

Mr. Mike Garvey explained the intent to create an alumni and friends group to keep ICMA members engaged with the committee's work. Mr. Garvey provided an initial proposal in the committee's packet. The group would serve two purposes. The first is to support ICMA and its international activities. The second would be for professional development of the interested parties. By creating this group, it provides new opportunities for individual to come onto the committee and for other to remain active through this group. This is a simple proposal where we are not looking at having a new committee or a new structure but a virtual organization that would be called to volunteer their time when needed.

Mr. John Novak commented that we should reach out to those that participated in individual exchange programs and that this group is mean to be inclusive rather than exclusive.

Mr. Mike Garvey asked that individuals email him with any additional comments.

Mr. John Novak made a motion to endorse the group.

Mr. Greg Bielawski seconded the motion.

➤ **2015 SPRING MEETING/STUDY TRIP IDEA GENERATION**

Mr. Clay Pearson solicited ideas on the 2015 International Committee meeting.

Ms. Michele Meade mentioned that is likely that the International Committee meeting and the international Board meeting will be the same events. Speaking from an outgoing board member, she mentioned that there was some initial dialogue about this.

Mr. Bill Hammon mentioned that you also need to consider when regional summits and state association meetings are. He requested that we keep this in consideration.

Mr. Peter Agh asked that we promote the China trip in every article of the PM magazine and that there should be an invitation to attend the conference issued to the general membership.

➤ **FOR THE GOOD OF THE ORDER**

No comments were made but many committee members expressed thanks to Mr. Pearson for his leadership.

➤ **ADJOURNMENT**

Mr. Clay Pearson adjourned the meeting at 11:30 A.M.