

Hermosa Beach City Council Subcommittee on Leadership Hermosa Beach

Subcommittee Summary and Recommendations

August 6, 2018

City Hall – Upstairs Conference Room

[Subcommittee Members: Laura Misel, Bob Jones, Joey Farrales, Jessica Guheen, Justin Massey, Mary Campbell]

Status

This subcommittee met at City Hall over two separate meetings as follows:

Meeting #1 on June 20, 2018 5pm in City Hall (upstairs conference room) - There was a productive discussion that identified some key areas where we could strengthen the collaboration between the City and LHB generally, while also making the overall LHB project outcomes and participant experience more predictably relevant and meaningful by defining and aligning on how projects get selected and approved.

Meeting #2 on July 17, 2018, 5pm at City Hall (upstairs conference room) – The subcommittee members met to review and discuss DRAFT recommendations that were suggested as ways to address the areas of interest and concern. After further discussion at this meeting, the subcommittee members are recommending the following actions and protocols that we believe will strengthen and improve the interactions between these two entities.

Key Discussion Areas – Context for Recommendations

Leadership Hermosa Beach (LHB) is a 501C3, non-political organization, governed by a Code of Conduct, and whose mission is to “educate, train, and connect leaders for the betterment of our community.” The program has evolved over time and the organization continuously refines its curriculum to better serve the LHB mission.

LHB representatives believe that after a long history of positive collaboration with the City regarding their program, a somewhat strained relationship has developed over the past 2-3 years and includes new levels of scrutiny from the City (i.e., maintenance contracts for projects) that arise around the cohort projects that generally require city approval steps to come to fruition. All are in agreement that a positive collaboration and rapport between the two entities should be one objective for the work of this subcommittee.

It was suggested that the City and LHB work more closely together to ensure that the program (meant to contribute positively to the Hermosa Beach community) operates like a partnership with the same objectives, thereby offering participants the opportunity to learn how the city works and how public governance and leadership are structured. One way to accomplish this is to discuss together how to optimize the curriculum and align with the City on the learning objectives so that they can be reinforced throughout the

process on both sides. It is expected that this should eliminate confusion and strengthen the outcomes for all involved.

Regarding LHB cohort projects, all members were in favor of the proposed idea that the City Staff provide a list of real-time issues/challenges within the city from which the cohort could determine projects that might help address identified needs. This would provide project focus without dictating the actual projects/solutions and, therefore, keep the learning and discovery process intact for participants. Such a list of topics could be revisited and refreshed annually to keep it updated as each new cohort begins. This would also allow for earlier identification of the path to a successful project by anticipating any concerns or required approvals throughout the project timeline to (hopefully) avoid a time crunch. [i.e., project checklist]

Proposed Subcommittee Recommendations (to be presented to City Council)

1. City Staff to schedule an annual meeting with the Leadership Hermosa representatives prior to launching the new program cohort to:
 - a. Review the LHB curriculum and learning objectives
 - b. Update/refresh the City's list of issues/challenges before the new cohort begins
 - c. Align on a project checklist to anticipate project milestones/approvals that need to be coordinated as early as possible
 - d. Identify the desired City representatives' participation (Staff and Council) in the LHB Program class sessions to assist in planning ahead for productive participation that optimizes building future leaders for our community
2. Schedule a brief presentation by the LHB President and/or Board Member at a City Council meeting to provide an overview and 'kick-off' for the new cohort cycle. Encourage LHB cohort members to attend and be introduced as a class. Objectives include:
 - a. Introducing the new Cohort
 - b. Reviewing the LHB curriculum to achieve a common understanding, discuss City/LHB collaboration, and present the updated list of city issues and challenges that could be addressed with LHB projects.
3. Conduct a brief post-cohort check-in between City Staff and Representatives from LHB to discuss any "lessons learned" and to focus generally on continuous improvement of the collaboration process.

The subcommittee has concluded that these minor changes to the process of collaboration will be easy to implement (after discussing with Staff), will increase proactive communication, and will ultimately create more meaningful outcomes for the City as well as the Leadership Hermosa Beach participants.