

**MINUTES OF THE SHARED SERVICES
ELECTED OFFICIALS COMMITTEE MEETING
October 18, 2010**

Washoe County Complex, 1001 E. 9th Street, Building A, Caucus Room

*1. Call to Order.

The meeting was called to order at 1:33 p.m.

*2. Roll Call.

PRESENT:

Pierre Hascheff, Reno City Councilmember
Kitty Jung, Washoe County Commissioner
John Breternitz, Washoe County Commissioner
Geno Martini, City of Sparks Mayor
Robert Cashell, City of Reno Mayor

ABSENT:

Sharon Zadra, Reno City Councilmember
Ron Schmitt, Sparks City Councilmember

3. Public Comment

NO ACTION WAS TAKEN ON THIS ITEM.

4. Approval of the Agenda – October 18, 2010 Meeting

It was moved by Board Member Martini, seconded by Board Member Jung to approve the October 18, 2010 Agenda as submitted.

Motion carried with Board Members Zadra and Schmitt absent.

5. Approval of Minutes – August 16, 2010 meeting.

It was moved by Board Member Cashell, seconded by Board Member Martini to approve the August 16, 2010 Minutes as submitted.

Motion carried with Board Members Zadra and Schmitt absent.

6. Update, presentation and potential direction to staff and consultant on RFP #2711-10 (Human Resources, Information Technology, and Purchasing).

Mr. Richard Brady, Matrix Consulting, discussed the study and outlined the successes of Shared Services in other regions. He indicated that the necessary elements to a successful consolidation include a mechanism for commonality, dedicated management- avoid fragmentation and implementation and strategy and a mechanism to share costs and savings.

1) Information Technology – it would be a three phase program for shared services to organizational consolidation and could take a total of five years. The Help Desk, GIS, Servers/Data Centers approximately two years. Customer Application Consolidation consolidation would take two to five years.

BOARD MEMBER ZADRA PRESENT 1:49 P.M.

2) Human Resources – Would have a shorter time frame, however overall would take at least two to five years. The efficiencies would include combined training, employee benefits, administration, recruitments and employee contracts.

3) Purchasing – Would be the easiest to implement with the most significant benefit to the City because of the existing decentralized purchasing program.

Board Member Breternitz suggested that the study results be posted on the websites in order to allow the residents to comment and also so that the information can be shared and the committee is not moving forward in a vacuum.

Board Member Hascheff asked if the draft has been reviewed by the respective staff members prior to being placed on line.

Mr. Brady indicated that the comments need to be factored into the revised draft.

Board Member Hascheff asked if there are many communities that are consolidating the Finance Departments.

Mr. Brady indicated that there are currently quite a few.

Board Member Zadra stated that prior to implementation she would like to see multiple recommendations and would have to see more specific steps and in which order.

Mr. Brady indicated that the executive summary should make things more clear.

Board Member Jung stated that she believes public input should be solicited and she would also like it explained to the public that citizens will not be paying double because there will be partitioning of separate accounts.

Mr. Brady explained Managed Competition and highlighted the differences between the City and the County. He indicated that a new entity could support both.

Board Member Jung indicated that it would be important to allow the existing employees to bid with the private sector and also requested that FAQ's be included on the website.

The Board discussed the next steps and it was determined to accept comments from staff, management and the public and bring back the second draft at the next meeting.

7. Update, discussion and potential direction to staff on status of combined Reno and Washoe County AB494 report.

Ms. Jaime Schroeder, City of Reno, indicated that State has not been in contact lately and it is possible that no action will be necessary until the session begins. She indicated that she will follow up before the next meeting and report back to the committee.

NO ACTION WAS TAKEN ON THIS ITEM.

8. Update, discussion and potential direction to staff on status of the Building Permits/Inspections and Business Licenses Subcommittee of the Shared Services Elected Officials Committee.

Mr. Don Jeppson, Washoe County and Mr. John Hester, City of Reno, provided a joint report on the three meeting of the Building Permits/Inspections and Business Licenses Subcommittee of the Shared Services Elected Officials Committee. It was indicated that a special meeting will be held in November.

Board Member Hascheff asked if the Matrix report had been distributed to the Subcommittee. Mr. Hester indicated that it had not.

Board Member Zadra noted that the Sub-Committee will assist with the critical analysis.

9 General comments and discussion from Shared Services Elected Officials Committee members.

NO ACTION WAS TAKEN ON THIS ITEM.

10. Discussion of possible agenda items for next meeting of Shared Services Elected Officials Committee.

NO ACTION WAS TAKEN ON THIS ITEM.

11. Discussion and potential direction to staff on changing meeting start time.

It was noted that the next meeting will be held Friday, December 17, 2010 at 1:30 p.m.

The meeting was adjourned at 2:38 p.m.