

A meeting of the Blue Ribbon Operations Committee of the Village of Grosse Pointe Shores, was held on Wednesday, May 9th, in the Council Room of the Grosse Pointe Shores Municipal Building. The meeting was called to order at 6:40PM.

PRESENT : Chairperson: Mary Anne LaHood
Secretary: John L. Booth, II
Council Liaison: Dan Schulte
Committee Members Alan Broad, Elizabeth Eldridge, Cheryl Holm, Dr. Quresh Khairullah, John Renick, and Marlene Stahl
Absent: Connie Houin

ALSO PRESENT : Council Member Kay Felt
City Manager Mark Wollenweber

Approval of the minutes of the previous organizational meetings held on April 17th were approved with the amendment /addition of the word "initial" before the word purpose in the fourth paragraph where Council Schulte describes and now qualifies the purpose of the committee as the "initial" purpose of the committee. Further, the time of the time of adjournment of the meeting was changed to conform with the actual time of adjournment, being 9:15AM.

Approval of the minutes of the organizational meeting held on April 25th was moved , seconded and approved as submitted.

At the start of the meeting City Manager Mark Wollenweber distributed to each committee member a color copy of the current Table of Organization of the municipal staff of the Village of Grosse Pointe Shores.

The Chairperson then led the committee in a lengthy discussion of refining the initial purpose of the committee and defining the committee goals for improvements in Village operations, vis a vis assignments and responsibility of the Village employees. Following this discussion and with constructive suggestions from City Manager Mark Wollenweber, whose attendance at the meeting had been requested by the committee, the Chairperson called for volunteers to serve on two sub-committees. The first sub-committee was assigned the responsibility to catalog and compile job descriptions for the Village staff as a whole and to review job responsibilities and assignments with an eye to suggestions for a possibly more efficient combination of responsibilities per employee, ie. "what the village provides now" . The second sub-committee was asked to analyze the community service needs and expectations of the residents with the goal of suggestions for possible revisions in present staffing levels and qualifications for job assignments / positions to better match current resident needs and expectations for village services, ie. "what the village can or could provide".

The following committee members were assigned to each sub-committee:

S-Com #1: Job Descriptions: Mary Anne LaHood, John Booth, Elizabeth Eldridge, Connie Houin

S-Com #2: Needs/Expectations: Alan Broad, Cheryl Holm, Dr. Khairullah, John Renick, Marlene Stahl

It was agreed that as a Council Liaison, Dan Schulte may float between the two sub-committee at will.

The Chairperson urged both sub-committees to meet with City Manager Wollenweber and discuss their assignments and how best to proceed with their assignments prior to the next meeting of the entire Blue Ribbon Operations Committee.

NEW BUSINESS : ...none

DATE OF THE NEXT MEETING : ... The committee agreed that the next meeting of the entire committee will be Wednesday, May 23rd, at 6:30PM in the Council Room of the Village of Grosse Pointe Shores Municipal Building.

ADJOURNMENT:... There being no further business to come before the committee, the committee as a whole agreed unanimously to adjourn the meeting at 8:20PM.

Respectfully submitted,

John L. Booth, II
Blue Ribbon Operations Committee
Secretary