

TOWN OF PARADISE VALLEY

**Mayor's 2018
Volunteers in Paradise (VIP) Strategy
January 9, 2018**



2018 VIP Strategy

- Key Question: Does the Town Council support the Mayor's 2018 VIP Strategy?



2018 VIP Strategy

- Tonight's objectives:
 - Discuss and initiate 2018 VIP Strategy (this presentation)
 - Determine process for prior PC and ACOPS vacancies (next item)
 - Determine which committees to advertise for (next item)



2018 VIP Strategy

- Changes Already Proposed (from 11/16 and 12/7)
 - Get all Committees on Same Cycle (MPC, Mummy)
 - Liaisons to Experience Scottsdale an Annual Appointment by the Council.
 - ES would prefer a July 1 – June 30 cycle
 - Council to Review Mayor's Strategy for 2018 and postpone any applicable code revisions until after this round of committee vacancy appointments.



2018 VIP Strategy

- Bottom Line Up Front
 - Town Council to review all requests for reappointment.
Town Council to determine at an advertised open study session on the topic whether or not to grant reappointments and which committee vacancies are to be advertised for.
 - Town Council to interview candidates for vacancies on all committees in an open study session environment



2018 VIP Strategy

Goal

Establish the best possible volunteer organization to represent the interests of Paradise Valley residents.



2018 VIP Strategy

Objective 1: Align volunteer organization to the needs of the town

Objective 2: Attract the best and brightest Paradise Valley residents to apply for volunteer positions

Objective 3: Identify ways to improve existing volunteer resources

Objective 4: Make information available online to prospective applicants

Objective 5: Implement a transparent, council-led volunteer placement process

Objective 6: Provide orientation training to new volunteers

Objective 7: Town Council review of volunteer recruitment process



2018 VIP Strategy

2018 COMMITTEE, COMMISSION, & BOARD APPOINTMENT TIMELINE

	<u>December 4 (2017)</u> Generate list of expiring terms and vacancies	<u>December 5 (2017)</u> Contact members whose terms are expiring and ask them to submit a letter of interest in being reappointed	<u>January 3</u> - Update committee pages on web - Create / Update online application form - Town Council to receive letters of interest
<u>First Week of January (Odd Years Only)</u> Town Council Goal Setting retreat	<u>January 9 – Special Meeting</u> - Mayor presents proposed 2018 VIP Strategy and timeline - Town Council to determine committee reappointments and vacancies	<u>January 10</u> - Create / Update online application form - Invite applications for vacancies via: - Website - Social Media - Email Contact lists - Press release	<u>January 17 & January 24</u> Notice in the PV Independent
<u>February 8</u> Application Deadline	<u>February 12-14</u> - Staff vets applications to verify qualifications - Schedule interviews - Inform applicants about process and timeline	<u>February 16</u> - Send all application materials to Council categorized by committee - Send relevant applications to committee chairs	<u>February 22</u> - Council Interviews in Study Session - Invite committee chairs to attend (Applicants for multiple committees interviewed once)
<u>March 8</u> - Council Interviews in Study Session - Invite committee chairs to attend - Mayor & Council discuss and rank applicants	<u>March 22</u> Mayor and Council make appointments – Action Item	<u>March 23</u> Generate appointment letters and regret letters for the mayor's signature	<u>March 26-30</u> Staff liaisons to committees will contact the newly appointed members to provide initial information and schedule training
<u>April 1</u> Term of office begins	<u>April 2</u> - Update committee information on: - Website - Granicus - Organizational Directory - Create new email addresses for PC	<u>April</u> Training	<u>April 12</u> - After-action review and discussion of process - Council determination on what code or policy changes to make accordingly.



2018 VIP Strategy

Questions?

