



Process Improvement Steering Committee

January 28, 3:30 p.m.
Building 1, Conference Room 350

1. Purpose of Meeting

The committee shall serve in an advisory capacity to City Council. The function of the committee will be to work in harmony with City Council and City management to identify problems and barriers that may have negative impact on City operations, efficiency and effectiveness and facilitate solutions.

2. Attendees Present Denoted by X

<i>Name</i>		<i>Name</i>	
Tuck Bowie - Chair	X	COUNCIL LIAISON - Bob Dyer	
Tanya Arney – Vice Chair	X		
Carla Bailey	X	OTHER ATTENDEES	
David Browning	X	Brad Martin	X
Bill Brunke	X	Catheryn Whitesell – Mgmt. Services	X
Tom Etter	X	Karen Eagle – Ad Hoc Committee	X
Preston Midgett	X	Jeff Smith – Economic Development	X
Bob Scott	X	Tao Tang, Intern	X
		Sandi Thompson (Recorder)	X

3. Meeting Notes, Decisions, Issues

1. Welcome and Call to Order by Chairman Bowie
2. Old Business
 - a. Approval of minutes from October 29, 2014 - **Approved**
3. New Business
 - a. Barriers to Business – Update from Ad Hoc Committee – **Mr. Browning updated members on progress which has led to a draft survey prepared by Karen Eagle. Members had questions and concerns that were discussed. Changes noted will be made by Ms. Eagle and sent out to the members by email for final approval. Following, Mr. Bowie will discuss with Ms. Whitesell when and how to disseminate it to the target businesses.**
 - b. PISC Questionnaire –**Deferred**
 - c. Resignation – **Chairman Bowie** advised that David Grochmal has resigned effective **immediately.**
 - d. Goals for 2015 – **Deferred**
4. Report of Subcommittees
 - a. Development Review and Building Permit Process – **Continue to monitor.**
 - b. Publicity and Public Relations Action Items – **Mr. Bowie** advised Councilman Dyer is **scheduled to meet with a reporter from *Inside Business* this week to talk about PISC.**
5. Announcements - **The next meeting will be February 25th at 3:30 PM - Room 350.**

The meeting then adjourned.