



Process Improvement Steering Committee

January 25, 2017 @ 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	X
Tanya Arney, Vice Chair			
Carla Bailey		Staff	
Preston Midgett	X	Catheryn Whitesell, STIR	X
Bob Scott		Patti Phillips, Director of Finance	X
David Browning		Sandi Thompson (Recorder)	X
Bill Brunke	X	Jeff Smith, Economic Development	X
Tom Etter	X		
Brad Martin	X	Guests	
		Barry Frankenfield, Planning Director	X
		Taylor, Adams, Purchasing Agent	X
		Lavera Tolentino, Purchasing	X
		Warren Harris, Director Econ. Dev.	X
		Scott Hall, Econ. Dev.	X

3. Meeting Notes, Decisions, Issues

Welcome and Call to Order

Ms. Phillips introduced Sabrina Wooten, member of the Minority Business Council.

Small Business Committee – Staff Response

Mr. Harris thanked the PISC for bringing attention to issues Staff had not considered. They have gone through the SBC’s recommendations and attempted to incorporate them into their response.

A PowerPoint presentation covering these responses was given. (attached)

As Co-Chair of this Committee, Mr. Etter is very pleased with these responses. He does, however, feels there are still some roadblocks that should be addressed including how other departments, other than those in the report, affect small businesses, such as Fire inspectors. It’s important that all departments have the right attitude.

Mr. Bowie noted that as recommendations are implemented, the PISC is a resource and they are eager to assist in any way they are able.



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Councilman Dyer thanked everyone for the collaborative work. He is also exploring several avenues for producing a Disparity Study.

Mr. Midgett shared a letter sent to Mayor Sessoms from Virginia Beach Vision containing their recommendations on how to address perceptions concerning doing business in Virginia Beach and retaining talented workers. (attached)

Other Business

Mr. Bowie would like to discuss committee membership at the next meeting. He would also like to have all the Deputy City Managers attend a PISC meeting on the same date in February or March.

Ms. Whitesell has taken on the lead in the new Strategy, Transparency, Innovation and Resiliency (STIR) office and she requested that PISC act as the office's Steering Committee.

Next Meeting - February 22, 2017

Adjournment - 5:15 PM