

REPORT TO THE CITY COUNCIL



DATE: October 15, 2019

TITLE: Report from the L.E.A.D (Leadership, Education, Action and Development) Team

Prepared by: LEAD Team Members

Reviewed by: Doria Wilms, Assistant City Manager

RECOMMENDATION:

Receive and file.

BACKGROUND / DISCUSSION:

The City of Desert Hot Springs implemented a new staff program - Leadership, Education, Action and Development (LEAD).

This program encourages communication, teamwork and creativity between employees and City Departments.

Throughout the course of the program City staff learned more about how each department functions both independently and cohesively. The LEAD team were taught philosophies and strategies for better leadership, public service, and community involvement.

The first LEAD Team began their program on April 3, 2019 and consisted of the following employees:

- Vicky Alvarez - Records Clerk, Police Department
- Daniel McVey - Officer, Code and Cannabis Compliance
- Colleen Michael - Permit Technician, Building/Community Development
- Lynne Paul - Public Works Analyst, Public Works
- Melissa Purcell - Administrative Assistant, City Manager's Office
- Patricia Villagomez - Planning Technician, Planning/Community Development
- Angelica Villalobos - Finance Clerk, Finance

The first order of business was to elect a Team Leader whose duties were to make sure all members attended the sessions, work with the team to prepare the questions that were going to be asked of Department Directors, and be the liaison between the team and the Assistant City Manager for the community project. The team chose Lynne Paul.

For each session, the team had to prepare two questions that were going to be asked universally and three questions that were tailored to each Director. Each Director then prepared their presentation with these questions in mind. The Departments that gave presentations were:

City Manager
Assistant City Manager
Public Works
Community Development

Human Resources
Police Department
City Clerk
Deputy City Manager

The team found the presentations very insightful, informative, and fun. Each Director provided their unique approach to leadership which offered insight to how their departments function. It was very interesting to have a glimpse of their personal life while learning about their professional life.

Once the sessions were complete, we began discussions about what we would like to do for a community project. After discussing several ideas, we decided to have an event where we could introduce the residents to City staff and organizations that provide services to them.

Community Night in the Park: Meet Your City was intended to promote interaction and reinforce relationships with the community, City staff, and various local agencies. Our event also included a raffle with a goal of raising money for the Veterans Wall of Honor.

There were weeks of preparation for the event. Each team member took on an area of responsibility. City departments organized fun zones where the community was able to enjoy free food, play games, and participate in purchasing raffle tickets for the opportunity to win prizes. City tables included:

- City Council - dunk tank
- City Manager's Office - pie eating contests/sack races
- Code and Cannabis Compliance - face painting
- Community and Cultural Affairs Commission - chalk wall art
- Community Development (Building) - cotton candy
- Community Development (Planning) - raffle ticket sales/prizes
- Finance - photo booth
- Fire Department - fire trucks
- Human Resources - snow cones
- Police/Animal Control - water slide/police car/petting zoo
- Public Works (Maintenance/Engineering) - popcorn

Rotary Interactors were on hand to help City Staff with their fun zones.

We wanted to make sure that we also included local organizations that provide services to residents as well:

American Youth Soccer Organization	DHS Senior Center
Borrego Health	Elks Lodge
Chamber of Commerce	Mission Springs Water District
Citizens on Patrol	Palm Springs Unified School District
Desert Recreation	Rotary Club
Desert Valley Disposal	Sunline
DHS Eagles	Veterans of Foreign Wars
DHS Little League	Women's Club

Other vendors at the event were a food vendor (for purchase) a DJ and the LifeStream Mobile Blood Bank.

The team needed to solicit sponsors for the event. We are very grateful to the sponsors that chose to support the LEAD team and their event:

Platinum Sponsors

Brad CM
CDG
Desert Hot Springs Spas
From the Earth Foundation
Miracle Springs Resort & Spa
The UPS Store #5062

Gold Sponsors

Arco AM/PM
Desert Valley Disposal
Easy Party Rentals
Guy Edwards
Mission Springs Water District
Walmart

Raffle prizes were provided by generous donors. Eddie Johnson, our DHS Veteran's Park Caretaker, worked tirelessly in letting the public know that there was going to be an event and that we needed raffle prizes.

The LEAD Team is proud to announce that we raised a total of \$1,669.87 which will be donated to the Veterans Wall of Honor.

The LEAD Team would like to thank the City for this wonderful opportunity.