



Leaders at the Core of Better Communities



**AFFILIATION AGREEMENT BETWEEN
INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION - ICMA &
OREGON CITY/COUNTY MANAGEMENT ASSOCIATION - OCCMA**

INTRODUCTION

This agreement serves as a written understanding of the affiliation agreement between ICMA (International City/County Management Association) and OCCMA (Oregon City/County Management Association).

BENEFITS OF AFFILIATION

Members of the local government management profession are better served by belonging to both their state association and to ICMA. ICMA and state associations have been long-standing partners on behalf of the profession, providing services and benefits that complement each other.

PURPOSE:

ICMA and OCCMA seek to work collaboratively to achieve mutual goals.

- The collaborative commitments outlined in this agreement will contribute to greater success for both the state association and ICMA in areas including membership development, professional development, and awareness of the value of professional local government management.
- Working more closely, ICMA and OCCMA will be able to achieve their full membership potential, accomplish organizational mission and goals, reduce duplication of effort, and use existing resources more efficiently.
- This agreement supports ICMA’s vision and mission and core beliefs:
- ICMA’s Mission: To advance professional local government through leadership, management, innovation, and ethics.
- ICMA’s Vision: To be the leading association of local government professionals dedicated to creating and sustaining thriving communities throughout the world.

ICMA’s Core Beliefs, We Believe in:

- 1. Public Service:** Including the stewardship of democratic principles and the efficient and transparent use of public resources.
- 2. Ethics:** As the core of professionalism in local government leadership and management as outline in the ICMA Code of Ethics.
- 3. Council-Manager Form of Government and Professional Management:** As the preferred local government structure
- 4. Equity and Inclusion:** Ensuring that local governments are inclusive and mirror the diversity in communities

5. **The Continuous Pursuit of Excellence:** including professional development, life-long learning, networking, capacity building, knowledge sharing, and engagement
6. **Stewardship:** Balancing resources including people, financial, social capital, and environmental so that communities are better than we found them
7. **Leadership:** Developing leadership capacity and attracting and developing future generations of leaders.

This agreement supports the Oregon City/County Management Association's mission, vision, and core beliefs:

The Oregon City/County Management Association is comprised of Oregon city and county managers, chief administrators, assistants to city and county managers and administrators, as well as consultants and academics professionally interested in local government in Oregon. The mission of OCCMA is to support and stimulate our members and the profession in order to foster responsible, responsive local government with the objective of improving the livability of Oregon communities.

Patterned after the worldwide organization - International City/County Management Association (ICMA) - OCCMA is governed by an elected Board of Directors, which consists of a President, a President-Elect, an Immediate Past President, and six additional Board members. The Board consists of a minimum of three city or county managers/administrators and at least three assistants to managers/administrators. Statewide representation covers five designated regions - Metro Portland, Willamette Valley, Coast, Eastern and Southern Oregon.

The major mission and goals of the Oregon City/County Management Association correspond or supplement those of the organization, ICMA. Many OCCMA members are also members of ICMA. Both organizations serve as a useful network for managers to share ideas and information. They also function as a strong base for personal and professional support and development.

PRIORITY AREAS OF COLLABORATION:

This agreement lists priority areas for collaboration and mutual support between ICMA and state associations of professional local government managers.

The activities in this agreement are categorized in these priority areas:

- **ETHICS**
- **LEADERSHIP AND PROFESSIONAL DEVELOPMENT**
- **ADVOCACY FOR THE PROFESSION**
- **MEMBERSHIP DEVELOPMENT, ENGAGEMENT, AND SUPPORT**
- **ICMA GOVERNANCE**
- **INCLUSIVENESS AND DIVERSITY INITIATIVES**
- **ICMA PROGRAMS/INITIATIVES IN SUPPORT OF MEMBERS**
- **PRIORITY AREAS FOR COLLABORATION BETWEEN ICMA AND STATE ASSOCIATIONS**

1) ETHICS:

- Promote, enforce, and celebrate the highest ethical standards of professional behavior. Promoting an ethical culture is a key leadership responsibility. ICMA and OCCMA promote the highest standards of ethical conduct in the local government management profession by providing advice, education, and training to members and enforcing the ICMA Code of Ethics through a peer review process.

2) LEADERSHIP AND PROFESSIONAL DEVELOPMENT:

- Promote leadership development as an overarching priority, coequal to Ethics. Commit to ensuring that professional and leadership development is made relevant and available to our members.

3) ADVOCACY FOR THE PROFESSION:

- Raise awareness of and appreciation for the role that professional managers play in delivering community services ethically, efficiently, and effectively. Use ICMA's Future of Professional Management Fund to support community efforts to adopt, retain, and promote the council-manager form and professional local government management.

4) MEMBER DEVELOPMENT, ENGAGEMENT, AND SUPPORT:

- ICMA and OCCMA will strive to achieve as much membership alignment as possible.
- OCCMA will be represented in ICMA leadership positions on the ICMA Executive Board and ICMA committees and task forces.

5) ICMA GOVERNANCE:

- OCCMA will have opportunities to participate in the Regional Nominating Process and approval of the Regional Protocols. Additionally, OCCMA will be part of a network of West Coast associations to advise elected leadership and staff on issues of importance regarding governance.

6) INCLUSIVENESS AND DIVERSITY INITIATIVES:

- Increase diversity and inclusivity of the profession

7) ICMA PROGRAMS/INITIATIVES IN SUPPORT OF MEMBERS:

- ICMA and OCCMA will work to fulfill all the obligations of the Senior Advisor Program Agreement to assure a viable and effective program.
- Will work cooperatively to support Members in Transition (MIT) in the state through both the ICMA MIT Program and any state level support initiatives.
- ICMA and OCCMA will work cooperatively to support other ICMA initiatives including the ICMA Credentialing Program, the Student Chapter Program and other leadership development programs.

	ICMA COMMITMENT	STATE ASSOCIATION COMMITMENT
1) ETHICS		
	<ul style="list-style-type: none"> • Will make ICMA ethics training available upon request from the state (up to 75-minute ethics session free of charge from Regional Director upon request) • Will conduct ethics investigations for ICMA members in your state (OCCMA leads fact finding if needed) • Will provide consultation on complaints for individuals who are not ICMA members but are OCCMA members 	<ul style="list-style-type: none"> • Will recognize the importance of ethics education for members in your state • Will strive to include ICMA ethics training at your state association meetings on a regular basis • When needed, will support fact finding for a potential ethics investigation if requested by ICMA • Will utilize the ICMA Code of Ethics as a guide when dealing with a member who is not a member of ICMA
2) LEADERSHIP AND PROFESSIONAL DEVELOPMENT		
	<ul style="list-style-type: none"> • ICMA has developed Practice Areas that can help inform conference topics and sessions. • ICMA has valuable content available for state association conferences. Your ICMA Regional Director is available to assist in the development of your state association's conference program to ensure a robust offering 	<ul style="list-style-type: none"> • OCCMA conference planning committee will consider the array of ICMA content sessions/speakers available
3) ADVOCACY FOR THE PROFESSION		
	<ul style="list-style-type: none"> • Will support and respond to requests for advocacy (adoption/defense) of council manager form of government • Will provide print materials, presentations and financial support from ICMA's Future of Professional Management Fund for citizen led adoption/retention campaigns • Will continue to actively promote the value of professional local government management globally 	<ul style="list-style-type: none"> • Will contact ICMA in the event of an opportunity for adoption or possible abandonment of the Council/Manager form in their state • Will offer information, speakers, Senior Advisors to assist in form of government campaigns. • Will consider contributions to the ICMA's Future of Professional Management Fund • Will encourage individual members to contribute to ICMA's Future of Professional Management Fund
4) MEMBER DEVELOPMENT, ENGAGEMENT, AND SUPPORT		
	<ul style="list-style-type: none"> • Will spearhead and administer joint membership recruitment campaigns • ICMA Leadership and/or senior staff will attend and present an ICMA update at one state association meeting per year • Will extend complementary membership to one state staff person • Will extend one comp ICMA Annual Conference registration to one state staff person annually 	<ul style="list-style-type: none"> • Will provide state membership data, engage in and collaborate on joint recruitment initiatives through formal outreach and personal contact • Will provide comp registration for Regional Director and Regional Vice President at annual conference(s) • Will comp ICMA Executive Director/ICMA President when he/she can attend

	<ul style="list-style-type: none"> • Will convene state secretariat meeting at ICMA Annual Conference 	<ul style="list-style-type: none"> • Will allot time at a general session on conference schedule for ICMA Update • Will provide ICMA with comp exhibit space at annual conference
5) ICMA GOVERNANCE		
	<ul style="list-style-type: none"> • Will organize the Regional Nominating Committee process annually • Will encourage candidates to consider Regional Vice President positions on the ICMA Executive Board • ICMA will maintain the Regional Nomination Protocol and update as needed/requested 	<ul style="list-style-type: none"> • Will designate representatives for the annual regional nominating committee • Will distribute information provided by ICMA on how to participate on ICMA member committees and task forces and the ICMA Executive Board
6) INCLUSIVENESS AND DIVERSITY INITIATIVES		
	<ul style="list-style-type: none"> • Will continue to seek new ways to strengthen the selection process for the ICMA Executive Board to encourage diversity and inclusion • Will promote ICMA student chapters in every state • Will include key skills that support inclusive behavior into ICMA training and development portfolio 	<ul style="list-style-type: none"> • Will assist in identifying a well-qualified and diverse group of candidates to participate in the regional ICMA Board nomination process • Will assist in identification of college / university links for prospective student chapters • Will consider reducing access barriers for students' involvement in state chapter • Will consider inclusion of ICMA diversity and inclusiveness offerings on state conference programs
7) ICMA PROGRAMS/INITIATIVES IN SUPPORT OF MEMBERS		
	<ul style="list-style-type: none"> • Will partner with OCCMA to financially support a Senior Advisor Program and to provide information, training and other assistance to these programs • Will provide members in transition support through a formal MIT Program. • Will recognize retiring members either Retiree or Life Memberships • Will provide a variety of other resources/programs to states and members including the ICMA Coaching Program, the ICMA Local Government Management Fellowship Program, Veterans Local Government Fellowship, and the Credentialed Manager Program • Will continue to promote and support ICMA Student Chapters at colleges and universities with MPA programs 	<ul style="list-style-type: none"> • Will partner with ICMA to operate the Senior Advisor Program in accordance the Senior Advisor Program Guidelines/State Agreements • Will help inform ICMA of members in transition and provide local support to augment ICMA's national program • Will help ICMA identify retiring members for consideration of Retiree or Life ICMA Memberships • Will help promote ICMA programs and initiatives in the state and partner with these programs, as the state association deems appropriate. • Will assist in identifying and encouraging additional student chapters

DURATION

This agreement shall remain in force indefinitely, by mutual consent of OCCMA and ICMA. OCCMA and ICMA representatives will annually review the provisions of this agreement and confirm compliance with its terms. The agreement can be amended by mutual consent as determined by the parties.


Authorizing Signatures:



Mark Ott
Executive Director, ICMA

9/19/19

Date



Marty Wine
President, OCCMA

7.17.2019

Date