

**DAPA Council Retreat  
Monday, January 13, 2020  
Noon- 2:00 P.M.  
KCI Technologies  
614 N Dupont Highway, Dover, DE**

**Agenda**

**1. Approval of outstanding minutes**

Debbie made a motion to approve all outstanding minutes as sent to DAPA Council previously, seconded by Leann. Unanimous approval.

**2. Approval of Treasurer's Report (2019)**

Martin stated that the organization started the year with a DAPA Account balance of \$1,560.11 and ended the year with \$1,079.44. The largest withdraw has been the DAPA Scholarship Award. For the Delaware Chapter of ASPA Account, there was a starting balance of \$3,840.75. Revenue for the ASPA account included a rebate for ASPA membership, 2018 Annual Awards Dinner ticket sales, and two savings bonds that were cashed. Expenses included 2018 and 2019 Award Ceremonies and one year of Nation Builder fees for the DAPA website. The ending balance for the Delaware Chapter of ASPA Account was \$3,129.54. Total funds at the start of 2019 was \$5,400.86 with an end of year balance of \$4,208.98.

Martin stated that DAPA has enough money to continue operating in 2020. He also stated that DAPA still has two savings bonds left, one is equivalent to approximately \$1,400 and the second bond is much larger. At some point within the next 5 years, DAPA will have to cash the larger bond and decide whether to let it sit in a savings account or put it in a CD.

The Treasurers Report for the Delaware Chapter of ASPA's M&T Account will be sent to ASPA with annual report reviewers' approval. Leann and Julia will be the reviewers and sign off.

Gene made a motion to approve the report, seconded by Debbie. Unanimous approval.

**3. DAPA Year in Review**

a) Membership numbers - Leann

1. Beginning of 2019= 53 ASPA; 5 DAPA

2. Beginning of 2020= 42 ASPA; 5 DAPA (DAPA Members are different than 2019)

ii. Leann compared the ASPA membership at the start of 2019 against the end of 2019. She noticed that a large majority of students fall off the membership list and do not renew after

graduation. Some faculty at IPA also fell off the membership list. Discussion ensued about how DAPA might built its membership. One suggestion was to encourage participation among other Universities in Delaware. This week, Leann will send a reminder to those that need to renew their membership.

- b) What went well?
  - i. Events for the year included three Third Thursday Events, Public Service Recognition Week, the Annual Awards Dinner, and a Professional Networking Event. Council agreed that the format for the awards dinner went very well. Council may consider changing the venue for next year.
- c) What could have gone better?
  - i. Better communication and understanding of what people get out of a DAPA membership. How does DAPA make sure that the changing demographic seen through membership and events are getting a benefit from their membership and what can we do to provide that benefit?
    1. The Painting with a Twist event provided another focus other than simply networking. The event was informal and provided the opportunity to network comfortably. However, DAPA has a mixed market, so Council needs to understand how we can blend different interests and expectations. Consider having a group or person help spearhead the event to gather interest from those who normally don't participate in DAPA events.
- d) What did we miss?
  - i. APA's annual dinner was recently turned into a day-long workshop. Lunch was provided and a happy hour event was scheduled after. Consider partnering with APA in the future?
  - ii. DAPA used to hold the annual awards event around public service recognition week. Consider doing this in 2020 to avoid the holiday season.

#### **4. Goal Setting for 2020**

- a) Membership
  - i. Challenge is trying to be competitive with organizations that issue professional credits for participation.
  - ii. Better plan out events and communicate opportunities that will be available throughout the year.
  - iii. Communicate to students that their narrowly focused interests are great, but looking at the bigger picture of Public Administration is better.
  - iv. Consider providing first year members a discounted membership, which would also provide them with free access to certain events.

- v. Bring in a first-year student at UD to assist with event planning and organization.

b) Events

- i. Third Thursdays
- ii. Public Recognition Week
  - 1. Continue the selfie contest so photos can be posted on DAPA's website and social media (May 5<sup>th</sup> – 11<sup>th</sup>).
- iii. End of Year Awards Ceremony
  - 1. Wait one more year and then plan to host the event in May 2021. The Young Professional Award is supposed to be awarded during public service recognition week anyway. Consider only changing the date of the event.
- iv. Add a Speakers Series (consider one in the Spring)
  - 1. "Public Administration in 2020." Consider bringing in non-profit, advocacy, other very specific focused speakers, but also tie the overall theme into Public Administration.
  - 2. Can we get some of these larger organizations that provide and required continuing education credits to allow credits to be issued for participating in DAPA events?
  - 3. Overall, topics for a speakers series can include:
    - What is public administration and what does it look like in 2020 (Sky is the limit In PA work)
    - Non-profits (someone in Kent of Sussex County who operates a non-profit and a graduate of UD)
    - Issues facing Delaware municipalities or local governments in general (City Manager from either Kent or Sussex County)
    - Public Policy
    - Disaster Management

c) Communications

d) Awards

- i. Young Professional
- ii. Public Servant
- iii. Student

e) Other

**5. Review & Update Roles & Responsibilities document**

**6. Other Business**

- a) Consider recognizing professional public administration organizations when they reach milestones (i.e. Delaware Rural Water)