

Roles and Expectations Workshop Preparation

Commission Meeting
Feb. 27, 2025

Madison Metropolitan Sewerage District



Goals Today: Understand...

- Context for workshop
- Workshop...
 - purpose
 - participants
 - format
- Relevant parts of Commission policy book
- Commissioner homework

Interrupt freely



A photograph of three workers in safety gear (hard hats, high-visibility jackets, and gloves) inspecting a large pipe. One worker on the left is using a handheld device to inspect the pipe. The image is overlaid with a blue tint. The word "Context" is centered in white text.

Context

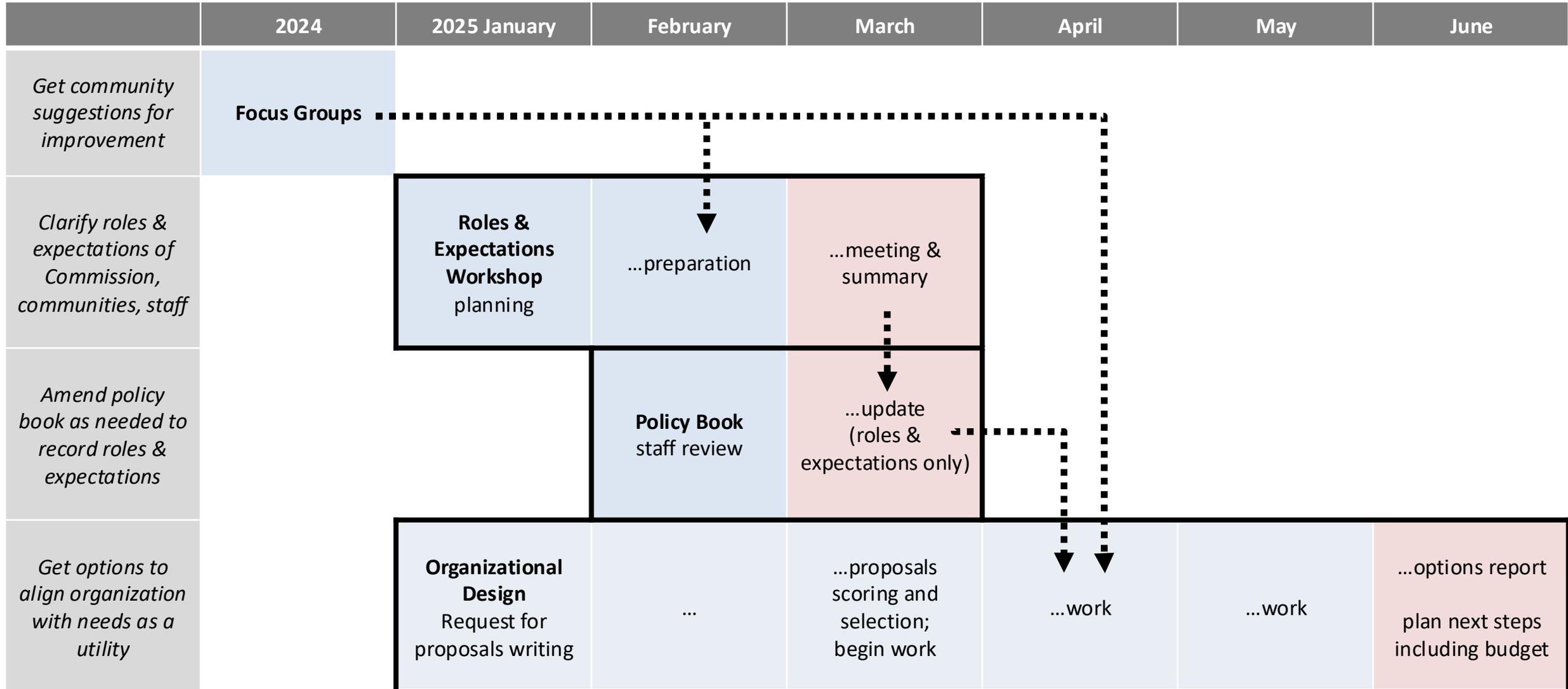


Context for Workshop — Executive Director Goals

- Eric Dundee: Conduct business in the most **aligned** way possible
 - Clarify **roles and expectations**
 - **Rebalance** the organization
- Commission:
 - Evaluate **staffing and organizational** structure
 - Identify **adjustments or improvements**



Context for Workshop — Alignment Projects



A photograph of three workers in safety gear (hard hats, high-visibility jackets, and gloves) examining a large pipe. The pipe is wrapped with sensors and cables. The image is overlaid with a blue tint. The word "Workshop" is centered in white text.

Workshop

Madison Metropolitan Sewerage District



Workshop Purpose

- Build shared **understanding** of how the groups work together
- Clarify **expectations** between key roles
- Strengthen collaborative working **relationships**
- Inform Commission **policies**



“Unspoken expectations are
pre-meditated resentments.”

–Neil Strauss

Workshop Participants

- Approx. 8 participants from each of:
 - **Commission**
 - **Communities** — *broadly representative, input from DCCVA*
 - **Staff** — *regular community engagement; broad knowledge of District*
- More would overwhelm the process
- Focus group report also provides community input



Workshop Format

- *Brief* opening:
 - District **background**: purpose, communities served, governance structure
 - **Focus groups** highlights
 - **Value** of clear roles & expectations
- Work in groups
 - Group idea generation, discussion, sharing, clarification
- Closing & next steps

Note: Policy book changes for Commission later, not part of workshop

A photograph of three workers in safety gear (hard hats, safety glasses, and high-visibility jackets) working on a large pipe. The image is overlaid with a blue tint. The workers are focused on their task, with one worker in the foreground using a tool on the pipe. The background is slightly blurred, showing the other two workers.

Policy Book

Madison Metropolitan Sewerage District



Commission Policy Book — Why?

This Commission Policy Book contains the **processes and policies** of the Madison Metropolitan Sewerage District Commission. This includes the **Owner Expectations** the District will uphold on behalf of its ownership, and the processes used for **decision-making, accountability and action.**



Commission Policy Book — Selections

District Purpose: *“Protect public health, welfare and the environment by providing efficient and strategic wastewater management on behalf of our owner communities.”*

Expectations:

- communities have of the District — *public health etc., cost-effective/efficient; reliable/sustainable; regulatory compliance; fairness etc.*
- the Commission has of the Executive Director — *treatment of communities, financial planning/budgeting, financial condition, asset protection, infrastructure*

Procedures:

- Commission over Executive Director — *unity of control, delegation, monitoring*
- Commission self-management — *governing style, member conduct*

Commissioner Homework

- Review policy book selections for:
 - References to **Commission interactions** with communities and staff
 - Communicated **role boundaries and expectations**
 - References to Commission **assessment of District performance**
- What is clear?
- What might leave misunderstandings?
- Where are there gaps?



Recap

- Goal-driven
- Related “alignment” projects
- Workshop — roles & expectations
- Commissioners: review policy book per 2/13 email



Remaining Questions?

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