



# City of Tacoma Government Performance and Finance Committee Minutes

747 Market Street Tacoma, WA 98402

Conference Room 248

November 04, 2015

4:30 PM

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Chair Joe Lonergan, Vice Chair Marty Campbell,  
Mayor Marilyn Strickland, Robert Thoms, Anders Ibsen (alternate)

## Call To Order

Chair Lonergan called the meeting to order at 4:33 p.m.

**Present:** 3 - Campbell, Lonergan and Thoms

**Absent:** 1 - Strickland

## Approval of Minutes

1. 15-1171 Approval of the minutes of the meeting July 23, 2015.

**MOTION:** Council Member Thoms moved to approve the minutes of the July 23, 2015 meeting.

**SECONDED BY:** Council Member Campbell.

**ACTION:** Voice vote was taken and carried. The motion was declared adopted.

**Ayes:** 3 - Campbell, Lonergan and Thoms

**Absent:** 1 - Strickland

## Briefing Items

2. 15-1167 Continuous Improvement Efforts [Ben Thurgood, Operational Excellence Consultant and Katie Johnston, Office of Management and Budget]

At approximately 4:34 p.m., Tadd Wille, Ben Thurgood, and Katie Johnston, Office of Management and Budget, provided an update on the City's Continuous Improvements Initiative including, barriers, principles, tools, framework, training, results, and projects.

Discussion ensued regarding the hiring process.

3. [15-1168](#) Paid Leave Update [Danielle Larson, Tax and License Manager]

At approximately 4:58p.m., Melanie Harding, Paid Leave Analyst, provided an update on paid leave and stated the current focus is on getting employers the information they need to evaluate their existing sick leave policies. She discussed background information, a plan for outreach, employer and community education, next steps and other implementation work.

Discussion ensued regarding posters on rights and responsibilities, aligning paid leave and minimum wage, implementation, outreach to employers with no employees, cost of preparing for administration implementation, and efforts to communicate with others.

4. [15-1169](#) File Local [Danielle Larson, Tax and License Manager]

At approximately 5:17 p.m., Danielle Larson, and Jenni Barrett, Tax and License, provided an informational update on FileLocal and the License and Tax Portal including, major components and the portal launch schedule.

Discussion ensued regarding number of City employees with FileLocal, and whether people need to provide additional documents for taxes and licenses.

### Topics for Upcoming Meetings

5. [15-1170](#) November 18, 2015- Procure to Pay Project

India Adams, Committee Liaison, stated the November 18, 2015 meeting has been cancelled.

### Other Items of Interest

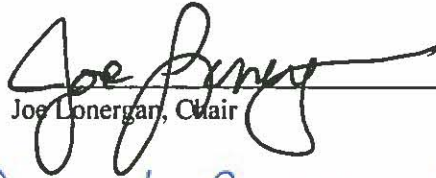
There were no other items of interest.

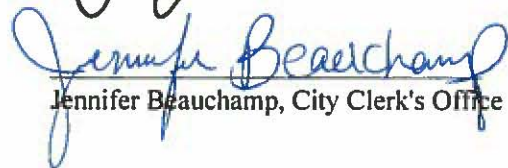
### Public Comment

There was no public comment.

## Adjournment

There being no further business, the meeting adjourned at 5:25 p.m.

  
Joe Lonergan, Chair

  
Jennifer Beauchamp, City Clerk's Office