

## **Agenda Item Summary**

**To:** Executive Committee

**From:** Matt Hart, Executive Director

**CC:** Pauline Yoder, Chief Operating Officer

**Meeting Date:** March 8, 2023

**Subject:** CRCOG Consultancy for Short term Projects & Engagements

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### **Background:**

I have been considering a pilot program under which CRCOG would maintain a list of qualified people that are able to work on short term projects or assignments in our member towns. Examples would include serving as an interim town manager or finance director, or leading a small capital project. I am regularly asked by our members to assist them with finding candidates to fill these roles.

### **Benefit to Member Towns/CRCOG:**

The primary benefits that I see with a program of this type is that we would be able to assist our members in finding a qualified professional in a timely manner. A community often needs to move quickly to fill an interim position and having a list of candidates or options could prove beneficial.

### **Financial/Operational Impact:**

As a pilot, I would not view this initiative as a revenue generator or business line for CRCOG. I envision that the financial transaction would occur between the municipality and employee/consultant. I would reserve the right for CRCOG to charge a minimal administrative fee based on the resources needed to manage the program. I would also expect the consultant to maintain his/her own insurance and handle his/her own tax documentation if employed as an independent contractor. Our primary role at CRCOG would be to build and maintain a short list of qualified professionals to serve in this capacity.

### **Next Steps:**

I am looking for the Executive Committee's feedback regarding this idea and concept. If the input that I receive from the Executive Committee and other stakeholders is favorable, I will look to initiate this program later this spring.