

# Proposal for Building City Council Team Synergy

CITY OF KILLEEN, TEXAS

BY

**COLEMAN & ASSOCIATES CONSULTANTS (CA)**

ORGANIZATIONAL TRANSFORMATION CONSULTANT



# Coleman & Associates Consultants

**Coleman and Associates Consultants** – a Black-owned and operated Human Resources Consulting and Professional Coaching firm that has designed and delivered training, professional coaching, individual and multi-phasic assessment processes, leader development and organizational transformation engagements for local and federal government agencies; educational institutions, professional associations and corporations for over 25 years.

We are collaborative leaders and experts in the fields of personality, behavioral science, organizational development, professional coaching and Human Capital Innovation.

With this background, you can rest assured that our Principal, Dr. Troy L. Coleman and the CA Team will meet and exceed your need to provide specific training design, coaching and organization development with a clear-eye toward respect-based culture and climate.

Note: Additional information about our firm and our services is located at the end of the proposal and at [colemanandassociatesconsultants.com](https://colemanandassociatesconsultants.com).

**Respect | Competency | Courage | Caring | Commitment | Equity**

# Proposal Introduction

This proposal is presented to provide collective focus on building an effective local government leadership team. There are very specific attributes that contribute to and support the effectiveness and success of the City Council and the elected leaders collaboratively building a strategy for serving their constituents.

Elected leaders benefit significantly when they are acquainted with the intricacies of their personal and statutory roles and accountabilities and how they may collaborate with the City Manager and appointed leaders to design, develop and implement services and processes that best serve constituents.

It is vital that leaders build local government synergies | collaborate and partner based on practicing the essentials of effective and empathic communications | build systems for collaborative decision making | identify and rehearse the attributes of exceptional leadership | produce results that yield the realization of routine principles of team synergy, equity and social justice while serving all stakeholders.



# DRAFT Retreat Goals

- Identify expectations between City Council, Mayor and appointed leaders – Enhance Cohesion
- Clarify responsibilities for organizational success
- Identify the impact of personal communication style and “Personally Responsible Behavior”
- Clarify the importance of ownership and personal accountability
- Set the stage for building a pathway for identifying and meeting constituent needs for long-term sustainability



# Cultural Competency

## *Pathway to EDI Awareness*

### DRAFT Session Agenda

#### *Day One (Half-Day)*

##### *Introduce and Define City Council Retreat*

- Purpose and Retreat Goals
- Exploring the Agenda
- Roles, Ground Rules and Shared Responsibility
- The TEAM – City Council and City Manager – Seeking Definition Clarity
- Essentials for Building Team Synergy – Within the Team and With the City Manager

#### *Day Two*

##### *Making Connections Between Leadership and Synergistic*

- Promoting the Urgency for Personal Leadership and Personal Responsibility
- Building for Constructive Debate Through Empathic Communication
- Highlighting Positive Behaviors (Emotional Intelligence, Positive Ideation, Shared Solutions)
- The Collaborative Problem and Solution Construct

##### *Building and Deploying Community Vision and Stakeholder Commitment*

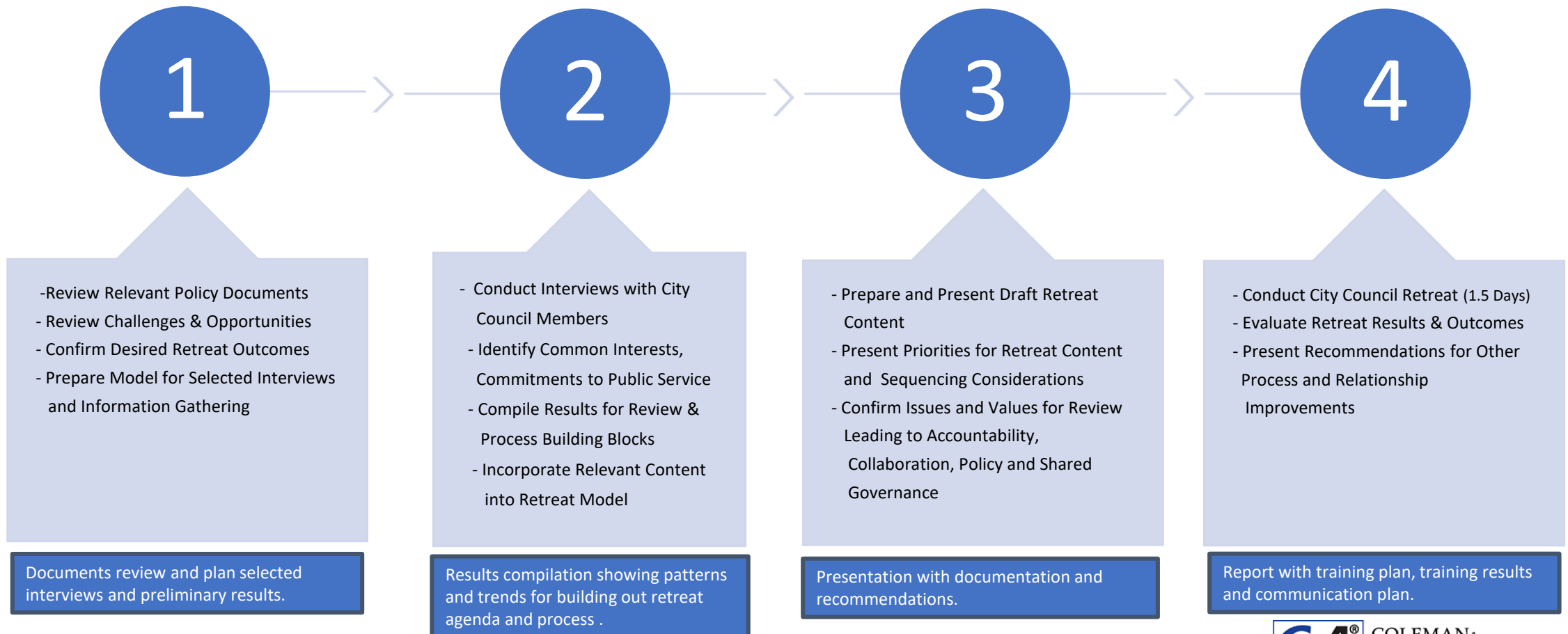
- Setting the Agenda for Defining and Acting On Community Needs and Priority Setting
- Drive Top-down and Bottom-Up Support Decision-Making Competence
- Leader and Team Essentials – Requirements for Modeling The Way
- Deploying Critical Mindsets for Community Engagement and Stakeholder Mapping

#### *Summary & Wrap Up – “What Did We Say – What Do We Do?”*





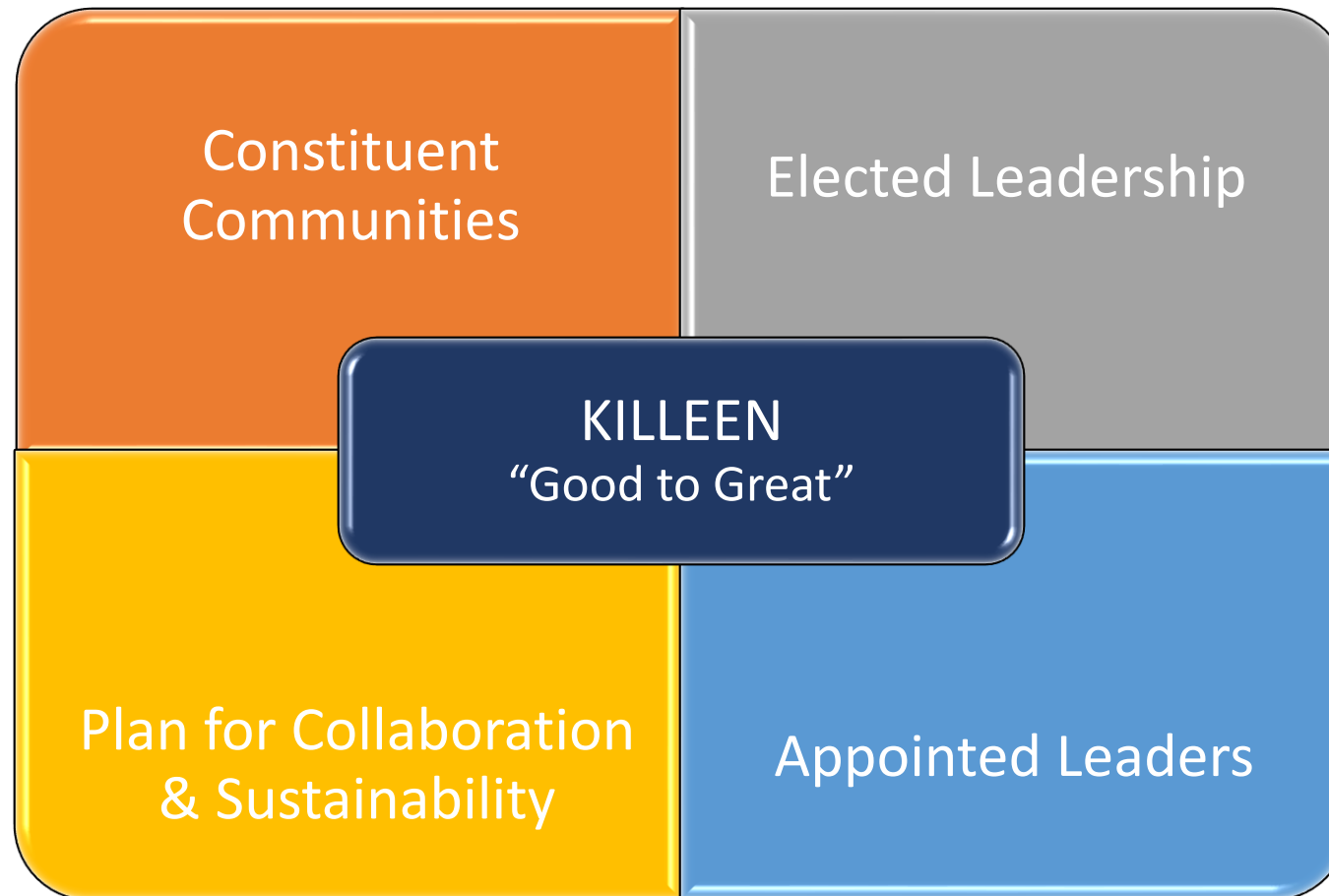
# Our Process Phases & Deliverables



# Attachments

PRICING SHEET & WORK TASKS	PRICING
<b>Phase 1</b>  Review documents that help identify and clarify current state in the City of Killeen organization and City Council function operations.	
<b>Phase 2</b>  Conduct selected interviews to understand and confirm beliefs, commitments, operating systems and process, constraints and guidance managing the relationships between City Council Members and the City Manager.	
<b>Phase 3</b>  Present DRAFT retreat agenda and content for discussion and approach confirmation.	
<b>Phase 4</b>  Facilitate City Council Retreat and produce report for follow up process and enhancements.	
<b>TOTAL (Project Expenses Included)</b>	<b>\$12,000.00</b>

# Building Shared Culture





# COLEMAN & ASSOCIATES CONSULTANTS

*Coleman & Associates Consultants (CA) is a Dallas, Texas-based Consulting and Coaching Firm that serves a wide array of people and organizations in public and private sectors. Many of our clients have engaged us for multiple assignments that involve EDI Consulting, HR Consulting, Leader Development Coaching, Operational Excellence design and delivery addressing their respective journeys. Our testimony is that of longevity, reliability and the sustainability of our relationships.*

***\*Our Partial Client List is provided below***



## PUBLIC ENTITIES

City of Arlington  
City of Austin  
City of Dallas  
City of Durham  
City of Fort Worth  
City Grand Rapids  
Dallas Area Rapid Transit (DART)  
DFW International Airport Board  
National Forum for Black Public Administrators  
North Texas Tollway Authority  
U.S. Department of Education  
U.S. Department of Justice  
U.S. Department of Veteran Affairs  
Teacher Retirement System of Texas



## CORPORATE/BUSINESS

AT&T  
Ben E. Keith  
Blue Shield of California  
BNSF Railway  
CVS  
Federal Reserve Bank  
Flagship Facility Services. Inc.  
JC Penney  
Kaiser Permanente  
McKesson  
Merck  
Mosaic Life Care  
National Football League  
Quality Texas Foundation / NIST  
TXU/Oncor



## EDUCATION

Dallas ISD  
Kalamazoo Public Schools  
LA Unified Schools  
North Central Texas College  
Prairie View A&M University  
Rice University  
Southern Methodist University  
Texas A & M University System  
University of Texas at Arlington  
University of Birmingham  
University of New Orleans  
University of Texas Dallas



# Dr. Troy Coleman

## Principal, EDI & HR Global Expert and Leadership Coach Coleman & Associates Consultant

2911 Turtle Creek Boulevard, Suite 300 | Dallas, Texas 75219

### Qualifications and Achievements:

- Associate Superintendent for Human Resources for Dallas ISD
- Chief Human Resources Executive for the City of Dallas
- Senior VP HR for a small multi-national IT & data management company
- University lecturer in Organizational Behavior | Human Resources Management | Leadership Development | Organizational Development and Change | Organizational Behavior at UTA, SMU, UTD, Prairie View A & M, LeTourneau University
- Subject Matter Expert, author and lecturer, Troy enjoys a national reputation as a respected and creative problem solver in Executive Coaching | Police and Fire Leader Assessment, Selection and Development | HR Management | Workplace Investigations | Organization Development | Planned Change | Equity-Diversity-Inclusion-Anti Racism-Anti Bias Training | Organizational Culture Transformation
- Designs and leads HR System Transformations | Performance Appraisal and Performance Accountability Systems | Leader Recruiting and Selections | Employee Relations Interventions | EAP Design and Administration | Succession and Talent Management System Administration
- Memberships: American Psychological Association (APA) | Association for Talent Development (ATD) | Society of Consulting Psychology | Society for Industrial and Organizational Psychology (SIOP) | Society for Diversity | Society for the Psychological Study of Culture, Ethnicity and Race | Association of Black Psychologists (ABP) | International Coach Federation (ICF) | International Public Management Association for Human Resources (IPMA-HR) | and the Society for Human Resource Management (SHRM)
- Coaching certifications with Challenger Executive Coaching Group | Association for Multicultural and Multigenerational Coaching. Troy is a Certified Practitioner employing a variety of commercially available personality assessments and 360-degree feedback instruments and CA-designed assessment tools and processes



### Areas of expertise

- Builds foundational self-awareness
- Enhances applied leader competencies and ethical leader presence
- Leads People – Organization Alignment
- Builds integrated platform for practical leader development and success

### Industry Experience

- Human Resources Leadership
- Fairness & Equity Assurances
- Assessments, Teaching, Counseling
- Professional Coaching, and Leader Development

### Credentials

- B.S. | Texas A & M University | Commerce
- M.S. | Texas A & M University | Commerce
- Ph.D. | University of North Texas



# Thank You

*We look forward to the opportunity to continue the conversation around our proposed work on the proposed retreat process.*

**Dr. Troy L. Coleman, Ph.D.**  
**Principal**

