

SCOTCH PLAINS-FANWOOD
SHARED SERVICES STUDY

MONTHLY REPORT FOR JUNE, 2009

June 11, 2009----JPM conducted a meeting of all JPM associates scheduled to work on this study. Scheduling of the various aspects of the project were reviewed, assignments of responsibilities were made, and conduct of the next day's municipal department meetings were discussed.

June 12, 2009----JPM conducted group department head meetings in both Scotch Plains and Fanwood.

Dan Mason(President) and various associates;

- a) reviewed the overall goals of the study,
- b) the roll of the Shared Services Study Committee, and
- c) how the study will be conducted.

Department Heads asked questions and were provided documents outlining needed information.

June 18, 2009----In cooperation with the Shared Services Study Committee, JPM conducted the Public Forum at the high school.

June 19, 2009----A Public Relations Sub-committe was created. The FAQs were finalized and will be placed on municipal web sites and updated periodically.

June 25, 2009----Team met Scotch Plains Manager's office and with the Fanwood Administrator/Clerk and obtained substantial research.