

**SCOTCH PLAINS-FANWOOD
SHARED SERVICES STUDY**

**MONTHLY PROGRESS REPORT
MAY, 2009**

This monthly Progress Report is submitted in accordance with the proposal for the Shared Services Study. Jersey Professional Management (JPM) consultants and Senior Managers conducted the following activities during the month of May, 2009:

May 5, 2009----JPM study committee members Dan Mason, President and Jim Roberts, Senior Manager met with the Scotch Plains/Fanwood Shared Services Study Committee. The purpose was to review the process implemented to date and to plan for the future steps for completing this study. A timeline for meetings was also discussed.

May 21, 2009----Dan Mason and Jim Roberts met with the Shared Services Study Committee and reviewed the proposed work schedule for the project.

June 12, 2009 – meeting with department heads of both communities.

June 18, 2009 - hold a public meeting at the Scotch Plains - Fanwood High School.

June 18, 2009 - complete a list of Frequently Asked Questions (FAQs) and a draft press release.

In addition to these specific meetings, documents were prepared for the presentations.

Note: Several meetings of the Shared Services Study Committee were also held during the month of April, 2009.