



Winthrop Board or Committee Public Body Posting

Name of Public Body: Public Health Safety & Works Committee

Date and Time of Meeting: June 24, 2026 4:30-6:00 PM

Location of Meeting: Harvey Hearing Room

Topic: Recognition, Performance Oversight, and Continuous Improvement

Purpose: Create an oversight approach that recognizes strong performance, encourages continuous improvement, and ensures corrective action when needed.

Subcommittee Members: Suzanne Swope (Chair), Paul Readon (Vice Chair), Marty Finn (Member)

Requested Participants:

- Town Manager
- Other department heads

Minutes from May 27, 2026

Public Comment:

Strategic-level questions for Discussion

- **What constitutes “strong performance”** for each department and how is it currently measured?
- **How can the committee publicly recognize excellence** while maintaining impartial oversight?
- **What corrective mechanisms** are appropriate when performance falls short of expectations?
- **How can lessons learned from successes and failures be institutionalized** across departments?
- **What incentives or non-financial recognition** could the Council endorse to reinforce best practices?

Potential outcomes the committee can pursue

- **Adopt a recognition framework** (criteria, frequency, and format) for outstanding departmental performance.
- **Define a light-touch performance review process** that triggers deeper oversight only when thresholds are missed.
- **Recommend a “lessons learned” protocol** after major incidents or successful projects, with a short public summary.
- **Propose periodic audits or third-party reviews** for high-risk programs to validate performance claims.

Adjournment

The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting.

Not all items listed may in fact be discussed and other items not listed may be brought up for discussion to the extent permitted by law.