

CITY OF RAPID CITY
RAPID CITY, SOUTH DAKOTA 57701-2724



Office of the Mayor

300 Sixth Street

605-394-4110

Fax: 605-394-6793

E-mail: mayor@rcgov.org

To: City Council

From: Jim Shaw, Mayor

A handwritten signature in black ink, appearing to be "J. Shaw", is written over the printed name "Jim Shaw, Mayor".

Ref: Ginny Nelson Proposal for Services

Date: May 17, 2006

Requesting authorization for the Mayor and Finance Officer to sign a Proposal for Services with Virginia Wood Nelson to provide training and consultation for the City Department Heads/leadership staff of the City of Rapid City. The focus will be to build competencies in meeting management, roles and responsibilities as well as conflict resolution. Training will be provided at a rate of \$175 per hour with consultation at \$100 per hour.



EQUAL HOUSING
OPPORTUNITY

EQUAL OPPORTUNITY EMPLOYER

**Proposal for Services to the Mayor of Rapid City
From Virginia Wood Nelson Med. LPC, CEAP**

Goals of services: To provide training and consultation for the leadership staff of the City of Rapid City. The focus of the training and consultation will be building competencies in effective meeting management, clarification of team roles and responsibilities and conflict resolution. These competencies achieved will result in consistently higher internal and external customer satisfaction.

Training sessions will be held at locations and over a period of time decided by the Mayor.

Fees for service:

- Training: \$175.00 per hour
- Materials: At Cost
- Consultation with Mayor Shaw: \$100.00 per hour

Thank you for the opportunity to submit this proposal. Any questions may be directed to me at the address and numbers listed below.

**Virginia Wood Nelson Med. LPC, CEAP
Training and Consultation**

22882 Pine Meadows Court
Rapid City, South Dakota 57702
605-342-2588 cell: 605-381-0659
Email: ginnynelson5@msn.com