

NEWBERG LEADERSHIP TEAM WEEKLY MEETING AGENDA SEPTEMBER 14, 2022 (900-1000)

Items for the week and upcoming items for the month

Finance (Kady):

- Incode Update
 - Training videos will be available in SharePoint this week to watch
 - If you want in-person training please let me know by September 14th

City Recorder (Sue):

- Community Engagement request – how to
- Website cleanup – Admin first

Library (Korie):

- Global Solarium & Operation Waterfall
- Clean-up around Outside of Library
- Fall Programming

Public Safety (Ryan):

- NDPD Admin will be meeting with GFU student life 9/20 – Annual Meeting
- Sending out letters for SWAC
- Assessors are working through out accreditation files
- Dave Brooks purchased drone insurance. \$500/\$500k

Public Works (Russ):

- GFU Serve Day (Sept 14th)
- Sportsman Airpark Flight Path – tree removal at WWTP
- Sidewalk Grants
- Bell West Water Booster Station

Personnel (Issues related to global personnel matters)

Public Works (Russ):

- PWM – Utility Tech 2 interviews, PWO – Operator 3 Interviews – Recruitment – PWM Utility Tech 1, PWE A.C.E.

Accolades and requests for help

Finance (Kady):

- Russ will be attending a lunch with Sedcor to receive an award on behalf of the City for our response on the DCI Fire

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VACATION SCHEDULES						
Alison						
Doug	9/7-9/28 Acting Director: Brooks 9/12-9/28					
Ezequiel						
Ian	9/8-9/16					
James						
Jeff	9/14-9/16	9/28-9/29				
Kady						
Korie	9/21 8:30-1:30pm	10/4-10/6	10/7-10/8	11/1-11/2		
Russ	10/4-10/7					
Sue						
Will						

- Contact Zaira to make any changes to the vacation schedule