

NEWBERG LEADERSHIP TEAM WEEKLY MEETING AGENDA OCTOBER 12, 2022 (900-1000)

Items for the week and upcoming items for the month

City Manager (Will):

- Share tips and tricks you have learned for SharePoint between admins and feel free to ask what should live where between teams
- SharePoint upcoming training dates?

City Recorder (Sue):

- National Archives Month – George Layman records
- Elections Update – Petition 2022-02 charter amendment
- ORMS – Welcome Planning – new team member
- Fall Records Training schedule from SOS
- Committee Campaign underway

Public Works (Kaaren):

- Elliott Road
- Sensus Conference

Human Resources (Alison):

- Benefit Survey

Community Development (Doug):

- Springbrook Master Plan
- Crestview Crossing Phase 2
- Housing Production Strategy
- CPRD Bypass Trail

Personnel (Issues related to global personnel matters)

Public Safety (Jeff):

- Interviewing entry level police officers this week

Accolades and requests for help

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VACATION SCHEDULES			
Alison	1/16-1/20		
Doug			
Ian			
James			
Jeff	11/14-11/16		
Kady	10/10-10/12		
Korie	10/7-10/8	11/1-11/2	
Russ	10/8-10/13 PWD: Kaaren	10/17/2021 PWD: Craig p	
Sue	10/24-10/28		
Will			

- Contact Zaira to make any changes to the schedule