

NEWBERG LEADERSHIP TEAM WEEKLY MEETING AGENDA APRIL 6, 2022 (900-1000)

Items for the week and upcoming items for the month

~~Interim City Manager (Will):~~

Emergency Preparedness Coordinator (Karen):

- Response priorities
- Staff training levels for FEMA

City Recorder (Sue):

- Archives Building Box inventory – due by May 1
- Local elections calendar for 2022

Community Development (Doug):

- Urban Reserve Expansion
- Mill Site
- Crestview Crossing
- Springbrook Properties

Economic Health Manager (Shannon):

- ARPA process update

Finance (Kady):

- Budget Update – production, meetings, agenda, etc.

Human Resources (Alison):

- NEOGOV Perform changes

Public Safety (Jeff):

- Community Court is up and running again

Public Works (Russ):

- I & I Rehab
- Meridian ADA - Apr 12
- Safe Routes to Schools - Apr 14
- Library Water issue – Wall
- TUFF Project – Franklin Street
- Annual Water Quality Report + TMDL
- Water Use – Normal
- New staff Training

Personnel (Issues related to global personnel matters)

Public Safety (Jeff):

- Dispatcher interviews on April 7th
- Lateral officer in backgrounds

Public Works (Russ):

- PW Vacancies/Recruitment – PWE- 2, PWM – 1, PWO - 2

NEWBERG LEADERSHIP TEAM WEEKLY MEETING AGENDA

APRIL 6, 2022 (900-1000)

Accolades and requests for help

(none)

VACATION SCHEDULES					
Alison	5/12-6/5	7/1	7/5		
Doug	6/20-6/24	9/7-9/23			
Ezequiel					
Ian	4/4-4/8				
James					
Jeff					
Kady	4/8	5/27	6/21-6/24	6/30-7/1	
Karen	4/15	6/9-6/10			
Korie	4/12	6/18-6/29	7/14-7/18		
Russ	6/30-7/1	7/18-7/21			
Shannon	4/21-4/22	7/13-7/18			
Sue	5/2-5/6				
Will					

- Contact Zaira to make any changes to the vacation schedule