

NEWBERG LEADERSHIP TEAM WEEKLY MEETING AGENDA JANUARY 11, 2023 (1000-1100)

Items for the week and upcoming items for the month

City Manager (Will):

- Coming to council sessions for February and March Department presentations covering associated committees and commissions.

Finance (Kady):

- BCRs – New forms were made this year and will be disbursed to everyone. No line item will change unless you fill out a BCR. These are due back to Finance by February 3rd. Department meetings to discuss BCRs will occur in February.

City Recorder (Sue):

- Facebook policy change – now digital bulletin boards format
- City Twitter account discontinued
- Council Onboarding

Human Resources (Alison):

- “Running Errands” and its implication for workers compensation

Library (Korie):

- Cozy Reading Program wrap-up
- New library hours:
Tuesday-Thursday: 10am to 8pm
Friday 12pm-6pm
Saturday 10am-6pm
Closed Sunday & Monday

Public Safety (Jeff):

- Approved Background for Chaplain
- Computer Forensic - Homeland Security Task Force
 - More training
 - More equipment

Public Works (Russ):

- N College Water Line Project
- Sensus Water Meter Upgrade Project - Fixed Base Reading
- ODOT By-pass Phase 2-A
- Federal CDL Requirements – update
- On Site Fueling
- Fred Meyer Storm Detention site

Community Development (Doug):

- Workforce Housing Consortium
- TVF&R Deputy Fire Marshal
- Fairfield Inn
- Planning Commission Orientations
- Downtown Parking Utilization Study

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- Multi-family Code Audit Open House
- NUAMC
- Peace Trail Village

Personnel (Issues related to global personnel matters)

Library (Korie):

- New employee April Otto starting 1/23/23
- Recruitment for Library Assistant II

VACATION SCHEDULES			
Alison	1/16-1/20		
Doug	1/18-1/20	1/23	
Ian			
James			
Jeff	2/13-2/22		
Kady	1/11-1/16		
Korie			
Russ	3/6-4/4		
Sue			
Will			

- Contact Zaira to make any changes to the schedule