



Personnel Committee Meeting Agenda
February 01, 2021
7:00 PM

Chairperson: Kimberly Downey
Committee Member: Mike Caughey
Committee Member: Robert Boese
Meeting Location: Harrisburg Municipal Center - Jury Room @ 354 Smith St.

PUBLIC NOTICES:

1. *This meeting is open to the public outside of the executive session. The public meeting will be tape-recorded.*
2. *Copies of the Staff Reports or other written documents relating to each item on the agenda are on file in the office of the City Recorder and are available for public inspection.*
3. *The City Hall Council Chambers are handicapped accessible. Persons with disabilities wishing accommodations, including assisted listening devices and sign language assistance are requested to contact City Hall at 541-995-6655, at least 48 hours prior to the meeting date. If a meeting is held with less than 48 hours' notice, reasonable effort shall be made to have an interpreter present. The requirement for an interpreter does not apply to an emergency meeting. ORS 192.630(5)*
4. *Persons contacting the City for information requiring accessibility for deaf, hard of hearing, or speech-impaired persons, can use TTY 711; call 1-800-735-1232, or for Spanish voice TTY, call 1-800-735-3896.*
5. *The City of Harrisburg does not discriminate against individuals with disabilities, and is an equal opportunity provider.*
6. *This meeting will be held in a location that is limited to only six personnel, who will be separated by 6' of space. The room is disinfected prior to use. Masks are required, and will be provided for you if you do not have one.*
7. *For information regarding items of discussion on this agenda, please contact City Recorder/Assistant City Administrator Michele Eldridge, at 541-995-6655*

February 01, 2021

CALL TO ORDER AND ROLL CALL

CONCERNED CITIZEN(S) IN THE AUDIENCE. (Please limit presentation to two minutes per issue.)

APPROVAL OF MINUTES

MOTION TO APPROVE THE MINUTES FROM JULY 8, 2020.

THE MATTER OF REVIEWING, IN EXECUTIVE SESSION, THE RESUMES OF THE CANDIDATES WHO HAVE APPLIED FOR THE POSITION OF CITY ADMINISTRATOR – ALL PACKET MATERIALS ARE PROTECTED UNDER ORS 192.660(1)(2)(A)

AN EXECUTIVE SESSION UNDER ORS 192.660(1)(2)(A) SHALL BE OPENED AT THIS TIME. ALL PACKET MATERIALS WITH THE EXCEPTION OF THE STAFF REPORT ITSELF ARE PROTECTED UNDER THE EXECUTIVE SESSION GUIDELINES.

STAFF REPORT:

Exhibit A: Resumes

Exhibit B: City Administrator Application Scoresheet

Exhibit C: City Administrator Competencies Evaluation Form

ACTION: MOTION TO RECOMMEND ONE OR MORE CANDIDATES FOR FORMAL INTERVIEW BY THE HARRISBURG CITY COUNCIL.

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