



# 2023 Orientation : Alder 101

8/31/2022 Update

# Interview Update

- Alder Figueroa Cole and President Furman have met with several department heads
- Discussed unique items related to their departments and suggestions on improvements from 2021
- Will conduct additional interviews and use feedback from this evening to determine questions/next steps for those interviews

# Feedback

- Restore Mentor Program
- Universal recognition that orientation has improved over the last few new terms, but too much information upfront; overwhelming
- Short, easy to update, videos
  - With scheduled Q&A
- Start in January?
- Policy vs Day-To-Day
- Some Departments would benefit from one-on-one Alder orientations (i.e. Building Inspection, Planning, others?)

# Template

Short and Easy to Update Videos

- Current Issues / Major Projects
- Brief Budget (Capital / Operating)
- Alder Interactions
  - Topics for Engagement
  - Frequently Asked Questions
- Inter-Department Interphases
- Staff Assignments/Key Personnel
- Commonly Used Acronyms

# Template Example: Water Utility

- *Unique*: Short videos of facilities (i.e. Ops Center / Customer Service Center, SCADA Operations, Well Sites); Alder 201: Actual tours
- Current Issues / Major Projects
  - Water Quality – PFAS, Salt Intrusion, Iron & Manganese
  - Emerging Funding Opportunities – Bipartisan Infrastructure Law – PFAS Treatment Grant
  - Major Projects – Well 15, Well 19, Well 14, Operational Resilience Projects
  - Water Conservation
- Brief Budget (Capital / Operating)
- Alder Interactions
  - Topics for Engagement
  - Frequently Asked Questions
- Inter-Department Interphases
  - Water Utility and Engineering
- Staff Assignments/Key Personnel
- Commonly Used Acronyms

# Other Guides Examples

- [Monticello MN City Council Orientation Checklist \(monticello.mn.us\)](http://monticello.mn.us)
- Omro WI City Council Orientation (via International City/County Management Association ([Council Orientation Manual | icma.org](http://icma.org)))
- [City Council Orientation Handbook – City of Washington, MO \(washmo.gov\)](http://washmo.gov)
- [Council Orientation Webinar Series | icma.org](http://icma.org)

# Third Party Help

- Several organizations have offered to help provide training and briefings related to onboarding
- Suggestions?