

## Council Chief of Staff Update

3/11/25

### Upcoming Staff Out-of-Office

3/14: Karen out

3/27-28: Karen out

3/28: Liz out

### Council Office Project Updates

#### ***BCC Streamlining Project***

The current phase of this project is wrapping up with Council action scheduled for 3/11/25. Review of the BCC staff training materials is underway.

#### ***Alder Onboarding***

Due to the logistics of turning over access to the district email addresses and the MFA requirements of the M365 system, **2025 Council Leadership elections will be in person with a paper ballot vote at the noon meeting.**

### City Training Opportunities

**NEW** On-demand Inclusive Workplace trainings now available: Creating a Gender-Inclusive Workplace 101 and Gender-Inclusive Language. The [on-demand training portal](#) has a number of additional trainings on topics that may be of interest, including Giving & Receiving Feedback, How to Run Effective Meetings, and Customer De-Escalation.