



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Agenda - Approved COMMON COUNCIL EXECUTIVE COMMITTEE

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Tuesday, July 2, 2024

4:30 PM

Via Virtual Meeting

Note: Quorum of the Common Council may be present at this meeting

The City of Madison is holding the Common Council Executive Committee meeting in hybrid format to help protect our community from the Coronavirus (COVID-19) pandemic.

1. **Written Comments:** You can send comments on agenda items to <<committee email>>

2. **Register for Public Comment:**

- Register to speak at the meeting.
- Register to answer questions.
- Register in support or opposition of an agenda item (without speaking).

If you want to speak at this meeting you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register to speak, you will be sent an email with the information you will need to join the virtual meeting.

3. **Watch the Meeting:** If you would like to join the meeting as an observer, please visit

<https://media.cityofmadison.com/Mediasite/Showcase/madison-city-channel/Channel/common-council-executive-committee>.

4. **Listen by Phone:**

(877) 853-5257 (Toll Free)

Webinar ID: 858 7256 0555

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb

hnub ua hauj lwm ua ntej yuav tuaj sib tham.

For accommodations, contact: Common Council Office, 608-266-4071,
CCEC@cityofmadison.com

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

6/18/24 draft minutes: <http://madison.legistar.com/Calendar.aspx>

PUBLIC COMMENT

1. [83904](#) Public Comment (7/2/24)

DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

ITEMS FOR CONSIDERATION

2. [83877](#) Creating Section 3.07(3) of the Madison General Ordinances related to Informed Consent to permit the Office of the City Attorney to communicate information related to its representation of the City in order to consult with other attorneys for purposes of collaboration and more effective legal representation.
Attachments: [OCA Memo re Informed Consent x.pdf](#)
3. [83917](#) Adopting the Sexual Harassment Appendix to the Elected and Appointed Official Code of Ethical Conduct
Attachments: [Code of Conduct - Sexual Harassment 6-3-2024.pdf](#)
4. [84213](#) 2025 Common Council Office Budget Request
Attachments: [2024 Common Council Office Budget Common Council Target Memo.pdf](#)
5. [83516](#) Alder Committee Updates
6. [81382](#) Council Office Updates (2024)

Attachments: [CCEC Chief of Staff Update 1-9-24.pdf](#)
[CCEC Chief of Staff Update 2-13-24.pdf](#)
[CCEC Chief of Staff Update 3-5-24.pdf](#)
[CCEC Chief of Staff Update 3-19-24.pdf](#)
[CCEC Chief of Staff Update 5-21-24.pdf](#)
[CCEC Chief of Staff Update 6-4-24.pdf](#)
[CCEC Chief of Staff Update 6-18-24.pdf](#)

7. [78125](#) Future Agenda Items

Attachments: [Future Agenda Items updated 8-30-23.pdf](#)
[Future Agenda Items updated 9-19-23.pdf](#)
[Future Agenda Items updated 9-29-23.pdf](#)
[Future Agenda Items updated 10-10-23.pdf](#)
[Future Agenda Items updated 11-30-23.pdf](#)
[Future Agenda Items updated 2-7-24.pdf](#)

ADJOURNMENT



City of Madison

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Master

File Number: 83904

File ID: 83904

File Type: Public Comment

Status: Public Comment

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 06/11/2024

File Name: Public Comment (7/2/24)

Final Action:

Title: Public Comment (7/2/24)

Notes:

Sponsors:

Effective Date:

Attachments:

Enactment Number:

Author:

Hearing Date:

Entered by: kkapusta-pofahl@cityofmadison.com

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 83904

Title

Public Comment (7/2/24)



City of Madison

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Master

File Number: 83877

File ID: 83877

File Type: Ordinance

Status: Items Referred

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 06/10/2024

File Name: OCA Informed Consent

Final Action:

Title: Creating Section 3.07(3) of the Madison General Ordinances related to Informed Consent to permit the Office of the City Attorney to communicate information related to its representation of the City in order to consult with other attorneys for purposes of collaboration and more effective legal representation.

Notes: 6875InformedConsentOCA

Sponsors: Satya V. Rhodes-Conway, Yannette Figueroa Cole
And Michael E. Verveer

Effective Date:

Attachments: OCA Memo re Informed Consent x.pdf

Enactment Number:

Author: Michael Haas

Hearing Date:

Entered by: mglaeser@cityofmadison.com

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	06/10/2024	Referred for Introduction				
	Action Text:	This Ordinance was Referred for Introduction					
	Notes:	Common Council Executive Committee (7/2/24), Common Council (7/2/24)					
1	COMMON COUNCIL	06/18/2024	Referred	COMMON COUNCIL EXECUTIVE COMMITTEE			
	Action Text:	This Ordinance was Referred to the COMMON COUNCIL EXECUTIVE COMMITTEE					

Text of Legislative File 83877

Fiscal Note

No City appropriation required.

Title

Creating Section 3.07(3) of the Madison General Ordinances related to Informed Consent to permit the Office of the City Attorney to communicate information related to its representation of the City in order to consult with other attorneys for purposes of collaboration and more effective legal representation.

Body

DRAFTER'S ANALYSIS: Prompted by the American Bar Association Formal Opinion 511 regarding the use of professional listservs, the Office of the City Attorney (OCA) has drafted a proposed amendment to MGO 3.07 to be granted informed consent by the Common Council to permit the OCA to communicate information related to its representation of the City in order to consult with other attorneys for purposes of collaboration and more effective legal representation. The ordinance permits the Common Council to restrict or specify categories of information the OCA is allowed to disclose, and authorizes the Mayor to provide informed consent in specific instances where the Office of the City Attorney deems it necessary to seek it regarding a specific communication. The ordinance also requires that the OCA provides a written reminder of the informed consent provided pursuant to the ordinance to newly-elected and appointed members of the Common Council.

The Common Council of the City of Madison do hereby ordain as follows:

1. Subsection (3) entitled "Informed Consent" of Section 3.07 entitled "City Attorney" of the Madison General Ordinances is created as follows:

"(3) Informed Consent.

- (a) Pursuant to this section, the Common Council provides informed consent for the Office of the City Attorney to share information regarding the Office's representation of the City, including the identity of the City as a client and information which may not be available to the public at the time of release, to the extent necessary for the purposes of consulting and collaborating with other municipal attorneys or legal counsel representing other governmental jurisdictions or other public or private organizations or parties, for the benefit of the City. This informed consent includes but is not limited to participation with legal listservs, joint meetings or conferences with other attorneys, and individual consultations with other attorneys with expertise in the subject matter or legal interests similar to those of the City.
- (b) This section shall not provide informed consent for the Office of the City Attorney to release confidential information relating to the representation of the City where communication of the information would disadvantage the City's legal position or where communication of the information is likely to result in that information being conveyed to a party that is adverse to the City in the particular matter related to the information or to that party's legal counsel. In its sole discretion, the Common Council may establish additional restrictions or conditions related to its informed consent pursuant to this section.
- (c) In specific instances where the Office of the City Attorney deems it necessary to seek more specific informed consent regarding communication of information due to the requirements of subsection (b) or due to other obligations of the City Attorney under the rules of professional conduct for attorneys or to other factors or circumstances, the City Attorney may seek such informed consent from the Mayor and the Mayor may, in their sole judgment, determine whether such informed consent may be provided on behalf of the City.
- (d) The City Attorney shall include a written reminder of this section and the informed consent provided pursuant to it in the City Attorney's orientation of newly-elected and appointed members of the Common Council."

**CITY OF MADISON
OFFICE OF THE CITY ATTORNEY
Room 401, CCB
266-4511**

MEMORANDUM

TO: Mayor Satya Rhodes-Conway
Common Council Members

FROM: City Attorney Michael Haas
Law Clerk Nick Orihuela

DATE: June 7, 2024

RE: Informed Consent Related to Communications of Legal Counsel

Short Summary

A recent opinion published by the American Bar Association Ethics and Professional Responsibility Committee regarding the use of professional listservs has prompted the Office of the City Attorney (OCA) to consider the broader practice of consulting with other attorneys on general issues of municipal law or specific legal matters. Based on the ABA opinion as well as the input of State Bar of Wisconsin staff as well as other municipal attorneys, the OCA requests that the Common Council consider providing its informed consent to allow the OCA to communicate information related to its representation of the City to other attorneys when such communication benefit the City and does not disadvantage the City's legal position.

This memorandum outlines the rules of professional conduct related to attorney communications and the considerations and options related to the Council providing its informed consent for such communications. The OCA has drafted a proposed amendment to MGO 3.07 which would provide and document that informed consent.

Discussion

Informed consent is the agreement by a client to a proposed course of conduct after being advised by their attorney of the information, explanations, risks, and reasonable alternatives. Wisconsin [Supreme Court Rules \(SCR\) 20:1:0 \(f\)](#). Under SCR 20:1.6 [subsection \(a\)](#), lawyers cannot "reveal information relating to the representation of a client unless the client gives informed consent." Similar to the Supreme Court Rules, Wisconsin Statute section [905.03 \(2\)](#) states that a client has the right to refuse disclosure of confidential communications between the client's lawyer and a lawyer representing another. Madison ordinances currently do not mention or document any level of general or specific informed consent from the City to the OCA.

It has long been a common practice for attorneys within the OCA, as well as municipal attorneys throughout Wisconsin, to engage in communications with other attorneys who have expertise in municipal law or in specific legal matters. This collaboration may take the form of questions posted on a listserv sponsored by the League of Municipalities or

the International Municipal Lawyer Association, presentations or conversations at various conferences or meetings, or one-on-one conversations with individual attorneys who may have encountered similar legal issues or may be involved in litigation similar to matters being handled by the OCA.

Recently, the American Bar Association (ABA) published [Formal Opinion 511](#), which interprets one of its Model Rules of Professional Conduct related to disclosing client information and applies it to an attorney's use of listservs. The Formal Opinion states that "a lawyer participating in listserv groups should not disclose any information relating to the representation that may be reasonably connected to an identifiable client." This includes even the identity of the client and the fact that the attorney represents that client. The prohibition on an attorney's communication of information related to the client applies regardless of whether the information is already publicly known. The Wisconsin Supreme Court has adopted a nearly exact version of the ABA model rule, which applies to Wisconsin attorneys. SCR [20:1.6 \(a\)](#) (2021-22).

The ABA Model Rule and the Wisconsin rule permit attorneys to disclose information related to a client under certain circumstances. First, attorneys may consult with an attorney outside of their organization in a one-on-one setting if the information is disclosed in an anonymized form or posed as a hypothetical that cannot be connected to an identifiable client. The attorney on the receiving end of the information must also agree that it will not be further disclosed. Second, an attorney may disclose information related to a client and their legal matters if the attorney has obtained the informed consent of the client.

The legitimate concerns targeted by these ethical rules often do not apply to or do not neatly fit the practice of law by governmental attorneys and specifically municipal attorneys in Wisconsin. The identity of our clients is public information, and often our clients' legal issues are, at least in part, also publicly known. Unless a listserv or conference of municipal attorneys can anonymize questions or feedback, any question that a municipal attorney poses or feedback they provide can be connected to their client. This predicament for government lawyers is recognized in the ABA's Formal Opinion. In addition, unlike more general listservs aimed at categories of attorneys, such as those specializing in personal injury or business litigation, it is rare that the City would have a legal dispute with another municipality represented by an attorney on the League's listserv. In such a case, we would not communicate about such a matter on the listserv.

Communicating with other attorneys representing municipalities, other governmental jurisdictions, or even other public or private clients can be a valuable and indispensable benefit to the OCA and the City. Questions are raised, discussed, and answered on professional listservs that other attorneys have previously worked through and who can convey the lessons of their experience. The weekly Zoom call for municipal attorneys hosted by the League of Wisconsin Municipalities is a chance to explore either common legal issues that municipalities are addressing or to find an attorney with expertise in handling a situation that rarely arises. As state legislation is enacted and court decisions are issued, these outlets also allow attorneys to share how their municipalities address

the legal issues related to implementing new laws. Finally, it is not unusual for our office to engage in individual conversations with attorneys who are handling or who have handled similar litigation issues or even have engaged with the same party that our office is dealing with.

These communications and conversations can be very helpful to the work of the OCA and, in turn, benefit the City. Given the wide variety of topics involved in municipal law and its constant change and development, we can leverage the expertise of other attorneys to supplement or fill gaps in our staff's knowledge and experience. Other attorneys can point us to resources, convey practical lessons learned from their experience, and make our work more efficient and effective. Individual attorneys facing the same party or issue in litigation can share information and help brainstorm regarding legal arguments and strategies. OCA attorneys certainly provide feedback and input to our municipal attorney colleagues and, in return, benefit from their expertise in responding to our inquiries.

We have drafted a proposed amendment to MGO 3.07, which would provide and memorialize that the Common Council has provided its informed consent to OCA staff to communicate information related to our representation of the City. Granting this informed consent would assist attorneys by allowing them to continue collaborating with and benefiting from the experience and expertise of other attorneys. It also would protect OCA attorneys from potential complaints filed with the Office of Lawyer Regulation alleging that they have violated one of our rules of professional conduct.

The proposed amendment would prohibit OCA attorneys from communicating information that would disadvantage the City's legal position or would likely result in the information being provided to a party that is adverse to the City or to their attorney. The amendment also authorizes the Mayor to provide informed consent on behalf of the City in specific instances where the OCA seeks guidance. Arguably, the Mayor could provide informed consent on their own as the City's chief executive officer, but in our opinion, the better approach is to involve the Council for both legal and practical reasons.

Finally, the ordinance requires that the OCA include information about the ordinance and the Council's informed consent in its orientation of new alders. This would remind the Council of the level of informed consent it has provided to the OCA and prompt consideration of any changes it may wish to make. The informed consent established by the ordinance amendment may be revisited and/or revoked at any time.

To be clear, the Council is not required to provide its informed consent in this manner which would apply to all communications of the OCA. Providing this general level of informed consent prevents the Council from restricting OCA in its communications with other attorneys regarding City legal matters. It also prevents the Council from considering and determining whether informed consent should be provided in specific legal matters, which it otherwise has a right to do. The Council could withhold its informed consent entirely or put conditions on it related to specific matters or categories of matters. Such restrictions may limit the avenues for the OCA to research issues more efficiently and effectively, but that is a decision for the Council.



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File Number: 83917

File ID: 83917

File Type: Resolution

Status: Items Referred

Version: 1

Reference:

Controlling Body: COMMON COUNCIL

File Created Date : 06/12/2024

File Name: Adopting the Sexual Harassment Appendix to the Elected and Appointed Official Code of Ethical Conduct

Final Action:

Title: Adopting the Sexual Harassment Appendix to the Elected and Appointed Official Code of Ethical Conduct

Notes:

Sponsors: Yannette Figueroa Cole

Effective Date:

Attachments: Code of Conduct - Sexual Harassment 6-3-2024.pdf

Enactment Number:

Author: Ald. Yannette Figueroa Cole

Hearing Date:

Entered by: imatthias@cityofmadison.com

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Council Office	06/12/2024	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Common Council (7/2/24)					
1	COMMON COUNCIL	06/18/2024	Refer	COMMON COUNCIL EXECUTIVE COMMITTEE			Pass
	Action Text:	A motion was made by Figueroa Cole, seconded by Duncan, to Refer to the COMMON COUNCIL EXECUTIVE COMMITTEE. The motion passed by voice vote/other.					

Text of Legislative File 83917

Fiscal Note

Fiscal impacts, if any, will be minor. No appropriation is required

.Title

Adopting the Sexual Harassment Appendix to the Elected and Appointed Official Code of Ethical Conduct

Body

WHEREAS, the City of Madison’s vision is Inclusive, Innovative, and Thriving; and,

WHEREAS, the City of Madison is committed to equity, diversity, inclusion, equal employment, and participatory government for all; and,

WHEREAS, on January 3, 2023, the Madison Common Council adopted the Elected and Appointed Official Code of Ethical Conduct; and,

WHEREAS, the goal of the policy is for City work and meeting environments to be inclusive, equitable, and free of harassment, discrimination, and retaliation; and,

WHEREAS, the Administrative Procedure Memorandum (APM) 3-5 (<https://www.cityofmadison.com/mayor/apm/3-5.pdf>) policy prohibits City employees, including Department and Division Heads, from harassment and/or discrimination; and,

WHEREAS, the Common Council desired to apply similar standards to the actions of members of the Council, the Mayor, and members of City Boards, Commissions, and Committees; and,

WHEREAS, there is an expectation of all members of the Common Council, the Mayor, and members of City Boards, Commissions, and Committees to treat their colleagues, City employees and members of the public in a welcoming, inclusive, fair, respectful, and equitable manner; and,

WHEREAS, there has since been an added appendix regarding sexual harassment; and,

WHEREAS, this appendix describes prohibited conduct and provides steps for if a person has experienced or witnessed sexual harassment by an alder or member of a City Board, Commission, or Committee while such official is on City business, whether on or off City premises, including at City-sponsored events or other events which the alder or appointed individual attends in their official capacity;

NOW, THEREFORE, BE IT RESOLVED that the Madison Common Council adopt the Sexual Harassment Appendix to the Appointed Official Code of Ethical Conduct to apply to alders, the Common Council, the Mayor, and members of City Boards, Commissions, and Committees.

BE IT FINALLY RESOLVED that the Common Council directs the Council Office, in consultation with the Administrative Services Team, to coordinate distribution of the Elected and Appointed Official Code of Ethical Conduct to all current elected and appointed officials, and to new officials at the start of their service with the City, and that all elected and appointed officials are beholden to this Code regardless of whether they have signed acknowledgement of receipt.

Appendix A

If a person has experienced or witnessed sexual harassment by an alder or member of a City board, commission or committee while such official is on City business, whether on or off City premises, including at City-sponsored events or other events which the alder or appointed individual attends in their official capacity, the Council encourages the following steps:

- If the person feels comfortable and safe, the person can address the matter informally with the alder or appointed individual.
- The person can report the matter to another alder; the alder will connect the person with the Common Council Chief of Staff.
- The person can contact the Council Chief of Staff; the Chief of Staff will connect the person with the appropriate personnel to report their claim.

Prohibited Conduct:

Examples of actions that could constitute sexual harassment include, but are not limited to:

- Preferential treatment in return for submitting to or engaging in sexual conduct
- Making derogatory or demeaning comments about someone's sexual orientation or gender identity (including but not limited to consistently misgendering an individual)
- Name-calling or using slurs with a gender/sexual connotation
- Making sexual comments about appearance, clothing or body parts
- Rating a person's sexuality
- Asking for sex or sexual conduct
- Asking a person for dates in a coercive manner, or repeatedly asking for a date after having been turned down
- Staring in a sexually suggestive manner
- Unwelcome touching, including pinching, patting, rubbing, or purposefully brushing up against a person, making inappropriate sexual gestures
- Unwelcome sharing of sexual or lewd anecdotes or jokes
- Unwelcome sending of sexually suggestive communications in any format
- Sharing or displaying sexually inappropriate images or videos in any format not necessary for work purposes
- Attempted or actual sexual assault

Reporting:

A person who feels that they have been harassed by an alder or an appointed individual while acting in their official capacity may report the matter to the organizer of the event or relevant meeting authority or the Council Office Chief of Staff. The organizer of the event or the meeting authority will be expected to take appropriate action by its applicable policies, regulations, and rules and shall notify the Council Office Chief of Staff.

Examples of appropriate action may include, but are not limited to:

- Requesting the perpetrator to stop the offending behavior immediately
- Conveying the complaint to the Council Office Chief of Staff

The Council Office Chief of Staff will connect the individual reporting the conduct with the Department of Civil Rights, Human Resources, and the City Attorney. After talking to the complainant and, if different, the person who was the alleged subject of the sexual harassment, the Department of Civil Rights, the Human Resources Department, and the City Attorney will decide if an investigation or referral to any other agency is needed. Any action taken as a result of an investigation shall be under the applicable Federal, State or City law or applicable City procedure.

Debriefing:

If the Department of Civil Rights, Human Resources, and the City Attorney complete an investigation upon completion of their investigation they shall debrief the complainant, the respondent, the Council President and the Council Office Chief of Staff on the findings of the investigation.

Release of Summary of Findings or Related Documents:

After consideration of safety-related concerns and confidentiality needs related to the investigation, the Common Council President may issue a public summary of findings.

The City will ensure compliance with Wisconsin's Public Records Laws in release of any required documents, redacting such information as required by law

Retaliation:

Threats, intimidation, or any other form of retaliation against a person who has made a complaint or provided information supporting a complaint are prohibited. An alder or appointed individual or any other entity responsible for Council events will take any reasonable and appropriate action to prevent and respond to retaliation per its applicable policy, regulations, and rules.



City of Madison

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File Number: 84213

File ID: 84213

File Type: Discussion Item

Status: Discussion Items

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 06/27/2024

File Name: 2025 Common Council Office Budget Request

Final Action:

Title: 2025 Common Council Office Budget Request

Notes:

Sponsors:

Effective Date:

Attachments: 2024 Common Council Office Budget, Common
Council Target Memo.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: kkapusta-pofahl@cityofmadison.com

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 84213

Title

2025 Common Council Office Budget Request



Finance Department

David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4671 | Fax: (608) 267-8705
finance@cityofmadison.com
cityofmadison.com/finance

Accounting Services Manager
Patricia A. McDermott, CPA

Budget & Program Evaluation Manager
Christine Koh

Internal Audit & Grants Manager
Kolawole Akintola

Risk Manager
Eric Veum

Treasury & Revenue Manager
Craig Franklin, CPA

Date: June 17, 2024
To: Karen Kapusta-Pofahl, Common Council Chief of Staff
From: Dave Schmiedicke, Finance Director
Subject: 2025 Operating Budget Agency Request Target

The Common Council's general fund target for the 2025 operating budget is \$1,173,497. This budget target reflects 99% of your cost to continue budget.

Your cost-to-continue budget reflects the following global adjustments: salary and benefits adjustments (step and longevity increases, cost of living adjustments, VEBA rates) updated workers compensation and general liability insurance rates, and updated interdepartmental charges (e.g. fleet rate, facilities cost) if applicable, and other charges determined through the City's cost allocation plan. As part of the budget development process, the finance budget team will make additional citywide adjustments, including updates to health insurance and WRS rates as rates become available.

Funding can be reallocated across services and major expenditure categories so long as the overall agency amount is in line with the budget target. Funding reallocations that are \$10,000 or more at the Major level, or funding reallocations that include personnel changes, must be detailed in the Service Budget Proposal form.

As a reminder, your completed operating submission is due close of business on Friday, July 19, 2024. A completed operating submission will include the following components:

1. Transmittal Memo
2. One Service Budget Proposal form for each Service within your agency
3. Lower Priority Service Activity form
4. Line item budget submitted in Munis
5. Position Allocation Change form (if applicable)

Please reference the 2025 Operating Budget Kick Off materials for specific details and tips to assist you in preparing your operating budget. I encourage you to review the full budget instructions prior to beginning work on your budget submission. If you have any questions regarding the guidance do not hesitate to contact your assigned budget analyst.

As always, please reach out to your budget analyst regarding any questions with this year's process. Thank you for your efforts.



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File Number: 83516

File ID: 83516

File Type: Discussion Item

Status: Discussion Items

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 05/17/2024

File Name: Alder Committee Updates

Final Action:

Title: Alder Committee Updates

Notes:

Sponsors:

Effective Date:

Attachments:

Enactment Number:

Author:

Hearing Date:

Entered by: kkapusta-pofahl@cityofmadison.com

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 83516

Title

Alder Committee Updates



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File Number: 81382

File ID: 81382

File Type: Miscellaneous

Status: In Committee

Version: 1

Reference:

Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 01/02/2024

File Name: Council Office Updates (2024)

Final Action:

Title: Council Office Updates (2024)

Notes:

Sponsors:

Effective Date:

Attachments: CCEC Chief of Staff Update 1-9-24.pdf, CCEC Chief of Staff Update 2-13-24.pdf, CCEC Chief of Staff Update 3-5-24.pdf, CCEC Chief of Staff Update 3-19-24.pdf, CCEC Chief of Staff Update 5-21-24.pdf, CCEC Chief of Staff Update 6-4-24.pdf, CCEC Chief of Staff Update 6-18-24.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: kkapusta-pofahl@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 81382

Title

Council Office Updates (2024)

Council Chief of Staff Update 1/9/2024

Announcements

- City Offices Closed 1/15/24 for Martin Luther King Jr Day
- 1/15-1/19 Debbie out

Important Tips & Reminders

District 19 Interim Alder Interviews

CCEC will be interviewing D19 interim alder candidates and voting to make a recommendation at its 1/23/24 meeting, in person in MMB 215. All alders are invited to attend. The meeting will be streamed and recorded but is not hybrid.

New Year Account Updates

Liz will be sending out a communication in the next few days with reminders and information about the alder intern stipend, expense reimbursement deadlines, public records, as well as current alder expense account balance information. In her December wrap-up email, Liz provided information on alder time recording, including specific details on deduction amounts and the retirement benefit, as well as a custom spreadsheet to assist in the process. For questions on the value of time recording, or to receive another copy of the email, please contact Liz.

Upcoming M365 Office Hours for Alders

To help alders get ready for the M365 email migration, City IT is offering drop-in hours and appointments. You are all invited and encouraged to attend the upcoming in-person sessions on January 17 to get help setting up multifactor authentication (MFA) or check in with IT staff about what to expect as we migrate. Please make sure your MFA is set up prior to January 22. Drop in any time during the listed hours below.

Wednesday, January 17th in CCB Room 417 Conference Room

- 12:00 pm to 1:00 pm
- 3:30 pm to 5:30 pm

We are working with IT to set up additional drop-in times and appointments for you. Please contact Karen Kapusta-Pofahl at kkapusta-pofahl@cityofmadison.com or Lorissa Banuelos at lbanelos@cityofmadison.com for additional assistance getting in to visit IT.

Upcoming Custom Council Trainings

Facilitated Policy Discussion

The facilitated policy discussion will be held on Saturday, January 20, at 10 AM at the Parks Office location. Lunch by Melly Mel's catering will be provided. If you haven't already, please respond to the Outlook invitation so I know an accurate count for food.

NAMI Mental Health & Illness Training

NAMI will be offering two sessions for alders. I have sent out calendar invitations for you to choose from an in-person afternoon session and an online virtual session, both in February. Please sign up if you are interested.

Council Chief of Staff Update 2/13/2024

Announcements

- 2/23-3/1 Lorissa Out
- 3/5-3/6 Isaac Out

Important Tips & Reminders

Finance has created a new [website dedicated to the 2025 City budget](#), where you can find links to the budget overview videos and announcements of public meetings.

CCEC is receiving an update on the progress of the BCC streamlining project at its meeting today. I have attached the slides and documents to this email. Any alders who have not had a chance to provide us with feedback on their assigned committees can still reach out to me and Isaac to set up an appointment.

Upcoming Custom Council Trainings

NAMI Mental Health & Illness Training

NAMI will be offering two sessions for alders. I have sent out calendar invitations for you to choose from an in-person afternoon session on February 20 from 1-5 p.m. and a virtual session on February 27 from 5-9 p.m.

Upcoming City Organizational Development Trainings

Several of you have requested an active shooter response training. The City is offering a free [Civilian Response to Active Shooter Events \(CRASE\) training](#) that you may be interested in attending.

- **Wednesday, March 6, 2024**
1:00 pm – 4:00 pm
Madison Police Department Training Center
- **Wednesday, November 6, 2024**
6:00 pm – 8:00 pm
Madison Police Department Training Center

Involving People in Decisions that Impact Them

In today's interconnected world, successful decision-making centers on the active involvement of those who will be impacted by that decision. As a leader, making decisions can be one of the most difficult and stressful things you can do. This interactive course is designed to equip participants with the essential skills and strategies to identify, empathize, plan, and engage with those impacted by decisions.

Through a combination of discussions, scenarios, and hands on workshops, participants will gain a deeper understanding of the dynamic nature of involving people in decisions that impact them and learn practical techniques to effectively engage people in projects and decisions.

- **Thursday, March 14, 2024**
2:00 pm – 4:00 pm
Virtual
- **Thursday, May 23, 2024**
2:00 pm – 4:00 pm
Virtual

Council Chief of Staff Update 3/5/24

Announcements

- 3/6-3/7: Isaac Out
- 3/25-3/26: Karen Out
- Liz will be sending out an email each alder soon with several important pieces of information, including updated guidelines on how to access EAP and WRS as an alder.
- **If you declare candidacy for a state office, please let the Council Office know before April 15, so we can make sure to comply with the 50-piece rule in your case.**

NAMI Training Follow-Up

Thank you to those of you who were able to attend the NAMI training on mental health. The discussion at the in-person session raised the question of what kinds of supports are available to alders as they process through difficult interactions. Alders also expressed interest in the office offering a highly customized training from NAMI as part of alder onboarding. One free resource that is available to alders is the City of Madison's [Employee Assistance Program](#). The brochures on your desks give you information about what the EAP does and how you can access EAP services. I am happy to also connect you with EAP director Arlyn Gonzales.

Five May Budget Engagement Events Being Planned

I have heard back from several of you regarding your interest and availability for regional budget engagement events. I and have the date, time, and location finalized for two, and am working on identifying times for three additional events throughout the city. I am prioritizing getting these set up, so I should have more updates for you all soon.

Here's what we have confirmed so far:

- Eastside Budget Engagement Event (exact title TBD): Wednesday, May 1, 6:30 PM @ Kennedy Elementary
- Westside Budget Engagement Event (Westside Community Connections): Thursday, May 16, 6 PM @ Memorial High School

Upcoming Custom Council Training

Rebecca Hoyt, DCR Disability Rights and Services Specialist, is creating a customized training for alders called Plan for a Positive Approach: Engaged and Effective Communication. I will be consulting your schedules and reaching out to you to determine your level of interest and possible training dates.

Description: A thermometer measures degrees while a thermostat changes the temperature in the room. When faced with difficult conversations and communication challenges, do you know how to be a thermostat? Communication challenges influence group dynamics and effect how well a group is able to serve the community. This training is designed to support participants in fostering connection and rapport when faced with challenging interactions. This transformative justice and trauma-informed approach to communication will help you develop stronger relationships, trust, and ensure residents are served equitably. Participants will learn practical skills for engaged and effective communication, ways to approach difficult conversations, and how to resolve communication barriers and deescalate and challenging behaviors.

Council Chief of Staff Update

3/5/24

Upcoming City Organizational Development Trainings

If you attend one of these or other City trainings, I would love to receive your feedback.

Active Assailant & Stop the Bleed Training

We are installing Stop the Bleed kits in CCB 201 as part of ongoing safety planning efforts. This is an opportunity to learn how to use Stop the Bleed kits in case of an emergency, as well as receive a refresher on what to do in the case of an active assailant. The presentation will provide training as well as education regarding active assailant and workplace violence. Topics will include resources for businesses, prevention information, and potential early warning signs for all those in the workplace to be cognizant of. The person next to a bleeding victim may very well be the one who's most likely to save him or her from bleeding to death. By learning how to STOP THE BLEED®, you'll gain the ability to recognize life-threatening bleeding and act quickly and effectively to control bleeding once you learn three quick techniques. Presenters from the Dane County Sheriff's Department offer this training.

Upcoming Session: [May 1](#) (in person)

CRASE Training

Several of you have requested another active shooter response training. The City is offering a free [Civilian Response to Active Shooter Events \(CRASE\) training](#) that you may be interested in attending.

Upcoming Session: [March 6](#) (in person)

Conflict De-Escalation

Description: Many people struggle in the area of de-escalating conflicts with difficult people who become loud, rude, and obnoxious. Are you confident handling stress and conflict in a way that will not escalate the situation? If basic de-escalation techniques can be applied to stressful situations, the better the outcome can be. Once you can connect and identify with something that is creating stress and frustration in a person, you are on your way to de-escalating the situation.

In this training, you'll learn the basics of verbal de-escalation to give you confidence when dealing with difficult people. This includes risk factors/red flags, de-escalation tips, physical warning signs of violent behavior, and scenarios. You'll leave with strategies to make you a more confident and assertive communicator, especially when dealing with difficult people! Presented by: Cindy Holmes and Josalyn Longley (Dane County Sheriff's Department)

Upcoming Session: [March 19](#) (in person)

Involving People in Decisions that Impact Them

Description: In today's interconnected world, successful decision-making centers on the active involvement of those who will be impacted by that decision. As a leader, making decisions can be one of the most difficult and stressful things you can do. This interactive course is designed to equip participants with the essential skills and strategies to identify, empathize, plan, and engage with those impacted by decisions. Through a combination of discussions, scenarios, and hands on workshops, participants will gain a deeper understanding of the dynamic nature of involving people in decisions that impact them and learn practical techniques to effectively engage people in projects and decisions.

Upcoming Session: [March 14](#)

Setting Boundaries: How to Say No and Feel Confident In It

Description: Boundaries vary from person to person; but only through a clear understanding of our own boundaries we are able to work toward developing healthy interpersonal relationships. From not checking our email after our work hours have ended, to not wanting to be touched, all of our boundaries are important and they are ways in which we are able to foster social and individual wellbeing. During this course boundaries that are important to us, ways to communicate and enforce them, as well as how to respect those of others. Presented by: The Employee Assistance Program

Upcoming Session: [April 10](#)

Council Chief of Staff Update 3/19/24

Announcements

- ❖ 3/25-3/26: Karen Out
- ❖ 3/29: Liz Out
- ❖ 4/9: Karen Out (afternoon)
- ❖ 4/17: Karen Out

If you are planning on accessing your City login while out of the country, please contact me before you go with the dates you will be gone so we can put in an IT ticket to have them grant you access while you are away.

If you are planning to attend a Council meeting virtually, please let Debbie know, so she can plan accordingly when setting up the chamber.

Reminder: If you declare candidacy for a state office, please let the Council Office know before April 15, so we can make sure to comply with the 50-piece rule in your case.

Reminder: The April 16, 2024, Council meeting is in MMB 215 and will be hybrid.

Reminder: The City's Employee Assistance Program ([EAP](#)) confidential services is open to alders. Please [contact](#) Arlyn Gonzalez, EAP Manager, if you have any questions or would like to access services. EAP is free and confidential and a great place to start when you need support with a difficult situation.

Five May Budget Engagement Events Being Planned

Here's what we have confirmed so far:

- Eastside Budget Engagement Event: Wednesday, May 1, 6:30 PM @ Kennedy Elementary
- Westside Budget Engagement Event (Westside Community Connections): Thursday, May 16, 6 PM @ Memorial High School
- Southside/Near Westside Budget Engagement Event: Wednesday, May 29, 5:30 PM @ Goodman South Library
- Central (Downtown/Campus/Isthmus) Budget Engagement Event: Thursday, May 30, 6 PM @ MMB 215 (hybrid; recorded)
- Northside Budget Engagement Event: Wednesday, June 5, 6 PM (Location TBD)

The goal of these events is to be educational and to facilitate discussion between alders and members of the public on the budget and City services. More details to come.

Council Chief of Staff Update 5/21/24

Announcements

- 5/24: Liz Out
- 5/30-5/31: Isaac Out
- 6/7: Liz Out
- 6/10: Liz Out AM
- 6/11: Liz Out PM
- 6/14: Liz Out PM
- 6/12-6/20: Debbie Out (tentative)
- 6/20-6/21: Isaac Out

Council Office Activities Beyond the Usual for May

- Coordinating and staffing budget engagement events (upcoming: May 29, May 30, June 5)
- Transcribing and analyzing feedback from events
- Working with Finance and agencies to answer submitted questions and create FAQ

Reminders & Tips

Reminder: If you are planning on accessing your City login while out of the country, please contact me before you go with the dates you will be gone so we can put in an IT ticket to have them grant you access while you are away.

Reminder: If you are planning to attend a Council meeting virtually, please let Debbie know, so she can plan accordingly when setting up the chamber.

Reminder: The City's Employee Assistance Program ([EAP](#)) confidential services is open to alders. Please [contact](#) Arlyn Gonzalez, EAP Manager, if you have any questions or would like to access services. EAP is free and confidential and a great place to start when you need support with a difficult situation.

City Training Opportunities

Involving People in Decisions that Impact Them

Description: In today's interconnected world, successful decision-making centers on the active involvement of those who will be impacted by that decision. As a leader, making decisions can be one of the most difficult and stressful things you can do. This interactive course is designed to equip participants with the essential skills and strategies to identify, empathize, plan, and engage with those impacted by decisions. Through a combination of discussions, scenarios, and hands on workshops, participants will gain a deeper understanding of the dynamic nature of involving people in decisions that impact them and learn practical techniques to effectively engage people in projects and decisions. **Presented by:** Jay Winston **Upcoming Dates:** May 23, 2-4 p.m.; September 17

Conflict De-Escalation

Description: Many people struggle in the area of de-escalating conflicts with difficult people who become loud, rude, and obnoxious. Are you confident handling stress and conflict in a way that will not escalate the situation? If basic de-escalation techniques can be applied to stressful situations, the better the outcome can be. Once you can connect and identify with something that is creating stress and frustration in a person, you are on your way to de-escalating the situation. In this training, you'll learn the basics of verbal de-escalation to give you confidence when dealing with difficult people. This includes risk factors/red flags, de-escalation tips, physical warning signs of violent behavior, and scenarios. You'll

Council Chief of Staff Update **5/21/24**

leave with strategies to make you a more confident and assertive communicator, especially when dealing with difficult people! **Presented by:** Dane County Sheriff's Office **Upcoming Date:** In person June 5, 2-4 p.m.

Plain Language and Effective Communication

Description: Are you reaching your audience? Are you getting your message across? Does the language you use reflect your commitment to inclusion? How you communicate and the language you use can serve to build positive and lasting relationships, help people understand your message, and help people make informed decisions. In this session, you will learn tools to increase understanding and engagement as well as to disrupt power dynamics in language. Learn how language can foster inclusion and how to navigate communication challenges. We will also review the ADA's effective communication requirements for public entities. This session is ideal for anyone who interacts with the public in either one-on-one conversations, text, meetings, or events. **Presented by:** Rebecca Hoyt
Upcoming Date: June 12, 9-10:30 a.m.

Council Chief of Staff Update

6/4/24

Announcements

- 6/7: Liz Out
- 6/12-6/20: Debbie Out
- 6/19: City Offices Closed for Juneteenth
- 6/20-6/21: Isaac Out

Council Office Activities Beyond the Usual

- Coordinating and staffing budget engagement events (upcoming: June 5)
- Transcribing and analyzing feedback from events
- Working with Finance and agencies to answer submitted questions and create FAQ

Reminders & Tips

Reminder: If you are planning to attend a Council meeting virtually, please let Debbie know, so she can plan accordingly when setting up the chamber.

Reminder: If you are planning on accessing your City login while out of the country, please contact me before you go with the dates you will be gone so we can put in an IT ticket to have them grant you access while you are away.

Reminder: The City's Employee Assistance Program ([EAP](#)) confidential services is open to alders. Please [contact](#) Arlyn Gonzalez, EAP Manager, if you have any questions or would like to access services. EAP is free and confidential and a great place to start when you need support with a difficult situation.

City Training Opportunities

Conflict De-Escalation

Description: Many people struggle in the area of de-escalating conflicts with difficult people who become loud, rude, and obnoxious. Are you confident handling stress and conflict in a way that will not escalate the situation? If basic de-escalation techniques can be applied to stressful situations, the better the outcome can be. Once you can connect and identify with something that is creating stress and frustration in a person, you are on your way to de-escalating the situation. In this training, you'll learn the basics of verbal de-escalation to give you confidence when dealing with difficult people. This includes risk factors/red flags, de-escalation tips, physical warning signs of violent behavior, and scenarios. You'll leave with strategies to make you a more confident and assertive communicator, especially when dealing with difficult people! **Presented by:** Dane County Sheriff's Office **Upcoming Date:** In person June 5, 2-4 p.m.

Gender-Inclusive Language

Description: How can you be inclusive and respectful with people of all genders? With verbal and written examples, you will leave this training with specific strategies in using language that shows your coworkers and community members of all genders that you value them. This course is part of the series of offerings related to the implementation of APM 2-52 as we work towards realizing our vision of being an inclusive organization. **Presented by:** AJ Hardie, OutReach LGBTQ+ Community Center. **Upcoming Date:** June 11, 1-3 pm. Resources: [Language Guide](#), [Resource Guide](#)

Plain Language and Effective Communication

Description: Are you reaching your audience? Are you getting your message across? Does the language you use reflect your commitment to inclusion? How you communicate and the language you use can serve to build positive and lasting relationships, help people understand your message, and help

Council Chief of Staff Update

6/4/24

people make informed decisions. In this session, you will learn tools to increase understanding and engagement as well as to disrupt power dynamics in language. Learn how language can foster inclusion and how to navigate communication challenges. We will also review the ADA's effective communication requirements for public entities. This session is ideal for anyone who interacts with the public in either one-on-one conversations, text, meetings, or events. **Presented by:** Rebecca Hoyt
Upcoming Date: June 12, 9-10:30 a.m.

Council Chief of Staff Update 6/18/24

Announcements

- 6/14-6/21: Debbie Out
- 6/19: City Offices Closed for Juneteenth
- 6/20-6/21: Isaac Out
- 6/28: Liz Out
- 7/3-7/8: Isaac Out

Reminders & Tips

Reminder: The **7/2/24** CCEC and Council meetings will be **virtual**. Please let me know whether you plan to attend the 7/2/24 Council meeting.

Tip: If you would like to be added as a sponsor to an item during a Council meeting, please email me and I will send it on to the clerk on duty. You can also hand a paper to me or the clerk with the items listed on it.

Reminder: If you are planning on accessing your City login while out of the country, please contact me before you go with the dates you will be gone so we can put in an IT ticket to have them grant you access while you are away.

Updates

I began working on the Council Office budget request submission-**please attend our discussions at CCEC (planned for 7/2/24 and 7/16/24)**.

We are transcribing and analyzing feedback from budget events and working with Finance and agencies to answer submitted questions and create budget FAQ based on commonly-asked questions from the events.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

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File Type: Miscellaneous

Status: In Committee

Version: 1

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Controlling Body: COMMON
COUNCIL
EXECUTIVE
COMMITTEE

File Created Date : 05/28/2023

File Name: Future Agenda Items

Final Action:

Title: Future Agenda Items

Notes:

Sponsors:

Effective Date:

Attachments: Future Agenda Items updated 8-30-23.pdf, Future Agenda Items updated 9-19-23.pdf, Future Agenda Items updated 9-29-23.pdf, Future Agenda Items updated 10-10-23.pdf, Future Agenda Items updated 11-30-23.pdf, Future Agenda Items updated 2-7-24.pdf

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Hearing Date:

Entered by: kkapusta-pofahl@cityofmadison.com

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History of Legislative File

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Text of Legislative File 78125

Title

Future Agenda Items

CCEC Future Agenda Items
(Updated 8/30/23)

Upcoming

Presentation of information on standing BCCs (9/5/23)

Alder Social Media Pilot (October)

Increased Alder Pay (9/19/23)

Inviting the Performance Excellence Coordinator

Progress update on hybrid BCC meeting possibilities

Inviting Department of Civil Rights to present on the RESJ analysis process

Completed

Security training discussion (7/11/23)

Alder-Intern Matching Program (7/25/23)

CCEC Future Agenda Items
(Updated 9/19/23)

Upcoming

Alder Social Media Pilot (October)

Inviting the Performance Excellence Coordinator

Progress update on hybrid BCC meeting possibilities

Inviting Department of Civil Rights to present on the RESJ analysis process

Completed/Recurring

Security training discussion (7/11/23)

Alder-Intern Matching Program (7/25/23)

Presentation of information on standing BCCs (9/5/23)

Increased Alder Pay (9/19/23)

CCEC Future Agenda Items
(Updated 9/29/23)

Upcoming

Alder Social Media Pilot (10/3)

Inviting the Performance Excellence Coordinator (10/3)

CARES update (10/17)

Debrief of Council YWCA Experiential Retreat (10/17)

Update on the discussion of history of street names

Collaboration with MMSD

In-person introduction of Council Office staff to CCEC

MPD presentation on human trafficking

Discussion of reducing the size of Council

Progress update on hybrid BCC meeting possibilities

Inviting Department of Civil Rights to present on the RESJ analysis process

Completed/Recurring

Security training discussion (7/11/23)

Alder-Intern Matching Program (7/25/23)

Presentation of information on standing BCCs (9/5/23)

Increased Alder Pay (9/19/23)

CCEC Future Agenda Items
(Updated 10/10/23)

Upcoming

CARES update (10/17)

Debrief of Council YWCA Experiential Retreat

Update on the discussion of history of street names

Collaboration with MMSD

In-person introduction of Council Office staff to CCEC

MPD presentation on human trafficking

Discussion of reducing the size of Council

Progress update on hybrid BCC meeting possibilities

Inviting Department of Civil Rights to present on the RESJ analysis process

Presentation on MPD transport pilot

Discussion on ways to reduce Council meeting length

Repeating

Presentation of information on standing BCCs (9/5/23)

Increased Alder Pay (9/19/23, 10/17/23)

Completed

Security training discussion (7/11/23)

Alder-Intern Matching Program (7/25/23)

Inviting the Performance Excellence Coordinator (10/3)

Alder Social Media Pilot Update (10/3)

CCEC Future Agenda Items
(Updated 11/30/23)

Requested

Debrief of Council YWCA Experiential Retreat (1/9/24)
Presentation on/by League of Wisconsin Municipalities
Update on the discussion of history of street names
Collaboration with MMSD
In-person introduction of Council Office staff to CCEC
MPD presentation on human trafficking
Discussion of reducing the size of Council
Progress update on hybrid BCC meeting possibilities
Inviting Department of Civil Rights to present on the RESJ analysis process
Discussion on ways to reduce Council meeting length

Repeating

BCC Streamlining Project (9/5/23)

Completed

Security training discussion (7/11/23)
Alder-Intern Matching Program (7/25/23)
Inviting the Performance Excellence Coordinator (10/3)
Alder Social Media Pilot Update (10/3)
CARES update (10/17)
Presentation on MPD transport pilot
Increased Alder Pay (9/19/23, 10/17/23, 11/7/23, 11/21/23)

CCEC Future Agenda Items
(Updated 2/7/24)

Requested

Debrief of Interim Alder Appointment Process (2/13/24)
Debrief of Council Policy Retreat (3/5/24 planned)
Debrief of Council YWCA Experiential Retreat
Presentation on/by League of Wisconsin Municipalities
Update on the discussion of history of street names
Collaboration with MMSD
In-person introduction of Council Office staff to CCEC
MPD presentation on human trafficking
Discussion of reducing the size of Council
Progress update on hybrid BCC meeting possibilities
Inviting Department of Civil Rights to present on the RESJ analysis process
Discussion on ways to reduce Council meeting length

Repeating

BCC Streamlining Project (9/5/23, 2/13/24)

Completed

Security training discussion (7/11/23)
Alder-Intern Matching Program (7/25/23)
Inviting the Performance Excellence Coordinator (10/3)
Alder Social Media Pilot Update (10/3)
CARES update (10/17)
Presentation on MPD transport pilot
Increased Alder Pay (9/19/23, 10/17/23, 11/7/23, 11/21/23)