



City of Homer

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Memorandum 20-019

TO: HOMER CITY COUNCIL
FROM: MAYOR CASTNER
DATE: JANUARY 22, 2020
SUBJECT: APPOINTMENTS TO THE CITY MANAGER HIRING ADVISORY COMMITTEE AND IDENTIFYING THEIR CHARGE

Crisi Matthews, local business owner, Mike Miller, Homer Foundation Executive Director, and Lisa Talbott, Homer United Methodist Church Pastor, are appointed as public members; and Andrea Browning, Personnel Director and Matt Clarke, Deputy Harbormaster, are appointed as staff members to the City Manager Hiring Advisory Committee.

The Committee Charge is as follows:

- All meetings, including any planning meetings you may need to prepare for the interviews, are subject to the notice and meeting requirements of the state's open meetings act.
- Members are encouraged to thoroughly review the written information provided by the candidates to the city.
- Members are encouraged to attend the candidate's interviews with the city Council. There are some questions that are not legally appropriate; members are to follow the advice of Andrea Browning in this regard.
- The delivery method of any recommendations to the council is the Committee's choice.
- Deliberations, again, must be done in public and the Committee is not authorized to meet in private for any reason. Ms. Browning shall be the person to coordinate the activities of the panel with the City Clerk.

Recommendation: Confirm the appointment of Crisi Matthews, Mike Miller, Lisa Talbott, Andrea Browning, Personnel Director, and Matt Clarke, Deputy Harbormaster, to the City Manager Hiring Advisory Committee, and the Committee Charge.