

“CORRECTED”



City of Dallas

**ADMINISTRATIVE AD HOC COMMITTEE
MEETING MINUTES
APRIL 24, 2017
3:30 P.M. – 4:30 P.M.**

Members Present: Sandy Greyson, Chair
Monica R. Alonzo
Erik Wilson
Jennifer Gates

Member(s) Absent: N/A

Others Present: Molly Carroll, Director of Human Resources
Damesha Turner, Human Resources
Rosa A. Rios, City Secretary's Office
Jesus Salazar, City Secretary's Office
Tammy Palomino, Chief of General Counsel
Chhunny Chhean, Assistant City Attorney
Teresa Pham, Assistant City Attorney
Elsa Cantu, Mayor/City Council Office

1. Call to Order

Meeting called to order at 3:30 p.m. by Councilmember Greyson.

2. City Council Onboarding Process

Molly Carroll briefed the committee about the City Council Member off boarding process. The briefing addressed the internal audit of the under payment of council members by 3.2 hours. The council members received a prorated pay check for the difference. The difference of hours has been changed to address the hour difference. (2912 vs. 2080 hours)

Jennifer Gates made motion to approve pay change and motion was seconded by Casey Thomas **Erik Wilson**.

3. City Secretary's Office

- Proposed Changes to Chapter 8 (Boards & Commissions)
- Boards & Commissions Background Check Process
- Boards & Commissions Application Program
- Modifications to City Secretary's Office Record Retention Periods for Campaign Finance Reports and Other Records Series

City Secretary Rosa Rios briefed the committee on the Stage 1 changes to the proposed changes to Chapter 8 (Boards & Commissions) (Briefing attached)

Discussion

Question & Answer

Adjournment

The meeting adjourned at 4:45 p.m.

Chair

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**ADMINISTRATIVE AD HOC COMMITTEE
MEETING MINUTES
AUGUST 15, 2017
1:00 P.M. – 2:00 P.M.**

Members Present: Sandy Greyson, Chair
Monica R. Alonzo Adam McGough
Erik Wilson Casey Thomas
Jennifer Gates

Member(s) Absent:

Others Present:

1. Call to Order

Meeting called to order at 1:02 p.m. by Councilmember Greyson.

2. Closed Session / Personnel (Sec. 551.074 T.O.M.A.)

- Discuss and evaluate performance of appointed officials City Manager T.C. Broadnax, City Attorney Larry Casto, City Auditor Craig D. Kinton, and City Secretary Rosa A. Rios

The closed session was held.

Adjournment

The meeting adjourned at 1:55 p.m.

Chair