

**Evanston City Council
Closed Session Minutes
Aldermanic Library
Monday, June 9, 2008**

PRESENT: Aldermen Wynne, Bernstein, Holmes, Moran, Tisdahl, Rainey, Hansen, Wollin

ABSENT: Alderman Jean- Baptiste

STAFF: Elke Tober-Purze and Rolanda Russell

PRESIDING: Mayor Lorraine H. Morton

START: 9:55 p.m.

Personnel

Interim City Manager Russell updated Council on vacant positions as outlined on the chart. She stated that before the end of this month, they will have hired about 10 new people and referred everyone to the highlighted start dates.

Ms. Russell reported receiving two names for the Finance Director position from Bill Stafford. They will look at those résumés and schedule some interviews.

She called attention to the Police Department vacancy report and noted there are six vacancies. Within the next 45-60 days those would be filled; there will be oral interviews and civil service testing/training. Ms. Russell pointed out that across the U.S. cities are having a difficult time with sworn personnel and stated that Evanston was in good shape.

Mayor Morton asked about the Fire Department vacancies. Ms. Russell reported that a Fire Plan Reviewer would start June 23 (filled possibly by Kevin Kelly). Additionally, Tom Janetske will be appointed to the Fire Marshal/Emergency Preparedness Manager position.

Transition Plan

Ms. Russell referred Council to the memo dated June 6, 2008 with an organizational chart attached. She reiterated that it would be impossible for one person to take on the job of two and noted that staff has been great about volunteering, staying late and chipping in. The chart lists an Interim City Manager (Rolanda Russell), a Director of City Operations (Doug Gaynor) and a Director of Internal & City Services (Joellen Daley).

By having these two directors oversee a range of departments, Council can see if they have the right folks in those positions when they go back to looking for an Assistant City Manager. Gaynor and Daley will be vetted and they can look at their leadership and management skills. Ms. Russell posited that one of these two people could be the next Interim City Manager. She said many of the duties she performs (administration, signing contracts and such) would be split between these two directors. Ms. Russell would maintain oversight of Legal, Community Development and the City Manager's Office. She reported that the Sustainability and Youth coordinator offices would go to Health & Human Services. Fleet and Purchasing, two divisions

that need more administrative oversight, will go to Business Performance & Technology. Ms. Russell spoke to Fire Chief Alan Berkowsky about having some EFD personnel will be cross-trained in International Code Council (ICC) standards. This enables those staff members to augment Property Standards inspectors and give the City more enforcement in that area.

Ms. Russell pointed out that the Transition Plan allows the City to continue providing good customer service and would save about \$300,000 during a 12-month period.

Alderman Rainey asked about Human Relations. Ms. Russell stated they are part of Health & Human Services. Alderman Rainey was concerned about some of the poor information given to people by that office. Ms. Russell reported that one of the Human Relations Specialists would retire and his position would not be replaced. They would look to community resources, such as the Interfaith Housing Center, to provide some services. Alderman Holmes brought up the issue of mediation and noted that Human Relations staff can't provide that. Ms. Russell indicated that Cam Herth runs the Summer Youth Employment Program and does not handle mediation.

Real Estate

Redacted

Litigation

Interim First Corporation Council Elke Purze reported the City won the motion for a summary judgment in the Whisman case and they had 30 days to appeal.

There being no further business to come before the committee, the meeting was adjourned at 10:40 p.m. by Mayor Morton.

Mayre Press,
Deputy City Clerk