

Agenda Item: 3.c

Meeting Date: August 20, 2019

MEMORANDUM

To: City Commission

Date: 2019-08-01

From: Theresa Smalling

Subject: STARRED ITEM: City Clerk Search Update

Presenter(s): Theresa Smalling, Director of Human Resources and Risk Management

Recommend: Staff recommends:
A. To place this item on the agenda.
B. That the Commission review and discussion of Ms. Schlichter's references and Omnia profile, and requests direction with next steps.

Epic Goal(s): #5 Embrace community and employee relationship strategies that strengthen inclusiveness, respect, transparency and collaborative engagement.

Boards & Committees: N/A

Budget Impact: N/A

Past Action: On July 10-11, Ms. Schlichter was invited to the City to meet with the Commission, City Manager and City Staff.

Next Action: TBD

Attachments: [A. Omnia Profile - RSchlichter.pdf](#), [B. Overall Reference Comments - Rebecca Schlichter.pdf](#), [C. SUPPLEMENT RSchlichter Annual Evaluation-April 17 2018 \(2\).pdf](#), [D. SUPPLEMENT RSchlichter Annual Evaluation-April 17 2019 \(2\).pdf](#),

Background:

Ms. Rebecca Schlichter is the finalist for the City Clerk position. On July 11th, during the regular Commission meeting, the Commission discussed the results of her meetings, and then gave Staff direction to conduct background and reference checks, and coordinate Ms. Schlichter's Omnia profile as an additional resource to assist the Commission with their decision for next steps. Staff conducted background checks for Ms. Schlichter, which included searches through Lexis Nexis, Google and a North Carolina Driver License check. The background searches did not produce any adverse results. Staff also obtained reference information for Ms. Schlichter, as well as her Omnia profile. The reference comments and Omnia profile are attached.

Staff recommends Commission discussion and direction to Staff on next steps.