

# City of Portland

## Corporation Counsel Search Committee



Thursday, June 1, 2023 at 8:00 AM

To submit written public comment on an agenda item, email [atorregrossa@portlandmaine.gov](mailto:atorregrossa@portlandmaine.gov). Submissions must be received by 12:00 pm the day before the Search Committee meeting to guarantee their inclusion in the agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the name of the agenda item (see below).

### REMOTE ACCESS INFORMATION:

The Corporation Counsel Search Subcommittee will conduct this meeting remotely via Zoom pursuant to the Remote Meeting Policy adopted by the Portland City Council. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live either in person or via Zoom, a recording will be available in the [Agenda Center](#) following the meeting.

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When: Jun 1, 2023 08:00 AM Eastern Time (US and Canada)

Topic: Corporation Counsel Search Committee

Please click the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/84934178322?pwd=WmtBUHlCdzNvY1hWUWZPNmhxR2JBZz09>

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Webinar ID: 849 3417 8322

Passcode: 231578

International numbers available: <https://portlandmaine-gov.zoom.us/j/kdigFc7FFZ>

1. Call to Order
2. Approval of Minutes from 5/24 Meeting
  - a. Approve Minutes.
3. Review, Public Comment, and Vote on Search Materials
  - a. Job Description with Proposed Edits
  - b. Salary Comparables
  - c. Proposed Job Posting Locations
  - d. Proposed Job Ad Language
4. Discuss Resume Review, Prescreen, and Interview Process
5. Set Next Meeting
6. Adjournment