



City of Portland City Manager Search Subcommittee Meeting

February 10, 2022 at 8:00 AM via Zoom

1. ZOOM INFO:

- a. This meeting will take place remotely using Zoom.

This meeting will be held remotely pursuant to the Remote Meeting Policy adopted by the City Manager Search Subcommittee and as authorized under 1 M.R.S. 403-B because of the existence of an emergency or urgent issue that requires the committee to meet by remote methods. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live, a recording will be available in the [Agenda Center](#) following the meeting.

For public comment, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host when it is time for public comment.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88922869905?pwd=S3pvM2FBZ0VXQW5la1ZVUkczdS9Ddz09>

Passcode: 305449

Or One tap mobile :

US: +13017158592,,88922869905#,,, *305449# or
+13126266799,,88922869905#,,, *305449#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or
+1 346 248 7799 or +1 669 900 6833

Webinar ID: 889 2286 9905

Passcode: 305449

International numbers available: <https://us02web.zoom.us/j/88922869905?pwd=S3pvM2FBZ0VXQW5la1ZVUkczdS9Ddz09>

2. Approve Minutes of January 27, 2022 meeting

- a. Minutes from January 27, 2022 Meeting

3. Review revised City Clerk job description

- a. Revised City Clerk Job Description

4. Public Comment on City Clerk Job Description

5. Vote on final City Clerk Job Description

6. Discuss posting strategies and timeline for City Clerk hiring

7. Public comment on City plan for posting the City Clerk position
8. Vote on posting and timeline for City Clerk position
9. Develop Agenda for February 24, 2022 Meeting
10. Next Meeting: February 24, 2022
11. Adjournment