Agenda – Council – January 28, 2015

Report – Executive Policy Committee – January 21, 2015

Item No. 12 Acting Chief Administrative Officer

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On January 21, 2015, the Executive Policy Committee submitted the following to Council:

1. That Acting Chief Operating Officer, Michael Jack, assume the duties of Chief Administrative Officer on an acting basis, effective as of noon on January 16, 2015, and that all actions undertaken by Michael Jack in this acting capacity from noon of January 16, 2015 until approval of this recommendation by Council, be ratified.

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

Report – Executive Policy Committee – January 21, 2015

DECISION MAKING HISTORY:

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On January 21, 2015, the Executive Policy Committee recommended that Acting Chief Operating Officer, Michael Jack, assume the duties of Chief Administrative Officer on an acting basis, effective as of noon on January 16, 2015, and that all actions undertaken by Michael Jack in this acting capacity from noon of January 16, 2015 until approval of this recommendation by Council, be ratified.