

Mayor's Office: Council Agenda Item Request Form
*This form and supporting documents (if applicable) are due the Wednesday
before the COW meeting by noon.*

Date Received (office use)	
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Date of Request	07/17/17
Requesting Staff Member	Megan Hillyard
Requested Council Date	07/18/17
Topic/Discussion Title	Advise and Consent - CIO
Description	The Mayor's Office kindly requests the advise and consent of Zach Posner to be the county Chief Information Officer (CIO). Zach has gone through a rigorous 4-month interview process and we are excited to bring him on in this new leadership role. (See attached resume)
Requested Action¹	Approval
Presenter(s)	Megan Hillyard & Zach Posner
Time Needed²	<5
Time Sensitive³	Yes
Specific Time(s)⁴	No
Please attach the supporting documentation you plan to provide for the packets to this form. While not ideal, if supporting documents are not yet ready, you can still submit them by 10 am the Friday morning prior to the COW agenda. Items without documentation may be taken off for consideration at that COW meeting.	

Mayor or Designee approval: _____

¹ What you will ask the Council to do (e.g., discussion only, appropriate money, adopt policy/ordinance) – in specific terms.

² Assumed to be 10 minutes unless otherwise specified.

³ Urgency that the topic to scheduled on the requested date.

⁴ If important to schedule at a specific time, list a few preferred times.