

AGENDA SESSION MINUTES

Chattanooga City Council

January 24, 2023

Call to Order

Council Chairman Darrin Ledford called the meeting to order at 3:30 p.m. in the Assembly Room of the John P. Franklin, Sr. City Council Building. A quorum was present that also included Vice Chair Raquetta Dotley and Councilpersons Chip Henderson, Jenny Hill, Ken Smith, Carol Berz, Isiah Hester, and Marvene Noel. Other participants present were Phil Noblett, Interim City Attorney, and Kyana Grady, Council Administrative Assistant. Councilwoman Demetrus Coonrod was not present for this meeting.

Others in Attendance

Mayor's Office: Joda Thongnopnua, Chief of Staff; Human Resources: Mande Lawrence, Chief HR Officer, and Daniel Harrigan, Deputy Chief HR Officer; Regional Planning: Karen Rennich.

Approval of Minutes

On the motion of Councilman Smith and seconded by Vice Chair Dotley, the minutes of the last meeting (January 17, 2023) were approved as published.

Ordinances (Final Reading)– Agenda Items 5A & 5B

Case Nos. 2022-0247 & 2022-0261

Councilwoman Noel advised of her intent to move to defer to February 7th for the developers to contact her regarding these properties. She then advised of her intent to deny if she was unsuccessful in further attempts for contact. Upon no further questions or comments, the issues were closed.

Ordinances (First Reading)– Agenda Item 6A

Case No. 2022-0237

This item had been discussed at previous open meetings. Upon no questions or comments, the issue was closed.

Resolutions – Agenda Items 7A – 7D

These items had been discussed at previous open meetings. Upon no questions or comments, the issues were closed.

Resolutions – Agenda Item 7E

Councilwoman Berz briefed the Council on this item. Councilwoman Hill noted a clerical error on the Proposed January 31st Agenda: a duplication of this item under Item 7f. Chairman Ledford and the City Attorney advised the error would be corrected. Upon no further questions or comments, the issue was closed.

Purchasing Questions

Mr. Thongnopnua elaborated on the changes made to the presented RFP for the Airport Inn. Upon conclusion of the briefing, he addressed the following questions and comments:

- Claw Backs, Oversight Committee, and Bifurcation Clarification (Berz)
- Echo on Oversight Committee Regulations (Dotley)
- Commitment to the Community Language Modification (Dotley)
- Process Inquiry (Ledford)

Mr. Thongnopnua advised the Council he would make the discussed changes before the 6 p.m. meeting this evening. Upon no further questions or comments, the issue was closed.

Future Considerations

Regarding items 16(a)-16(i), Councilwoman Hill expressed her hope for the innovative future for the CARTA Board with the upcoming appointments.

Chairman Ledford advised he had an offline conversation with the Chief Hyman regarding item 8(a.1) and requested Councilman Henderson to consider allowing the Fire Department to give a presentation on general information and supply utilization during a scheduled Public Safety Committee meeting.

Councilman Henderson requested for the Fire Fighter Proclamation to be presented tonight to be deferred to the January 31st Meeting. Upon no objections, Chairman Ledford approved the Agenda change.

Upon no further questions or comments, the issue was closed.

January 31st Proposed Agenda

Chairman Ledford inquired on the process for item 7(h).

Item 7(f) on this Agenda is to be deleted due to clerical error* (See Resolutions Item 7(E))

Upon no further questions or comments, the issue was closed.

Human Resources Presentation

Chairman Ledford opened the floor to Ms. Lawrence and Mr. Harrigan for a presentation updating the Council on the Employee Information Guide which included the following:

- Introduction to Daniel Harrigan
- "A Committee"
- Section 1 – Introduction
- Use of Job
- Request for Job Evaluation
- Overtime Pay and Compensation
- Work Out of Classification
- Pay Rates for Change in Status
- Employee Pay
 - Pay Rate Clarification (Dotley)

- Filing a Complaint
- Employee Classification
- Reinstatement
 - Date of Hire Clarification/Committee Inquiry (Hester)
- Probationary Period
- Outside Employment
- Nepotism/Personal Relationships
 - Request for Further Information (Dotley)
- Holidays for Sworn Employees
- PTO Payout
- Leave Donation
- Eligibility Criteria
- Bereavement Leave
- Administrative Leave
- Retirement Benefits
- Dress Code
- Technology Use & Expectations

Upon conclusion of the presentation, Ms. Lawrence addressed the following questions and comments:

- Effectivity of Changes (Berz)
- Appeal Process/Accountability Records (Berz)
- Digital Tracking of Records/ Expression of gratitude (Ledford)

Special Recognition

Councilwoman Berz noted it was Mr. Thongnopnua's birthday and requested the Council to sing "Happy Birthday".

Adjournment

There being no further business, Chairman Ledford adjourned the meeting at 4:15 p.m.