



**City of Rochester Hills  
AGENDA SUMMARY  
NON-FINANCIAL ITEMS**

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**Legislative File No:** 2006-0861

**TO:** City Council Members  
**FROM:** Susan Galeczka, Deputy Clerk  
**DATE:** November 21, 2006  
**SUBJECT:** Creation of Human Resources Technical Review Committee

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City Council at its regular meeting of November 15, 2006 adopted Resolution RES0396-2006 dissolving its City Council Communication Committees effective December 31, 2006. In lieu of the Communication Committees, Council decided to create Technical Review committees to address pending issues on a more focused and limited scope approach to ensure that all issues are addressed in the appropriate manner.

Also at the November 15, 2006 regular meeting, Council received a memorandum from Council President James Rosen suggesting proposed Committees that need to start at the beginning of the New Year. Based on discussion at the November 15<sup>th</sup> meeting, Council members were in agreement that a Human Resources Technical Review Committee needed to be created to attend to the requirements of City Council's *Policy for Salaries of Department Directors and Mayor, and Per Die Fees for City Boards and Commissions* and City Council's *Policy for Review of Performance Appraisals for City Council Appointed Department Directors*. The Committee will be charged with the following:

- Formal duties and responsibilities stated in the *Policy for Salaries of Department Directors and Mayor, and Per Die Fees for City Boards and Commissions* and shall be responsible to City Council for adhering to and carrying out the required actions of this Policy
- Pursuant to City Council's *Policy for Review of Performance Appraisals for City Council Appointed Department Directors* the Committee will periodically monitor the performance of Council appointed directors

Since these issues primarily fall under Human Resources, it is suggested that the Human Resource Director be responsible for the coordination of this Committee. The membership may be two to three Council Members, two Citizen Representatives and the Human Resource Director. Because this is an ongoing Committee, there should also be terms associated with the appointments to this Committee. In addition we would like to offer an opportunity to provide for two Rochester Hills Government Youth Members to sit on this Committee; however the Youth Members would make the selection as they have in the past for the Communication Committees.

A resolution outline the creation of this Committee is attached for your consideration.

If you have any questions or concerns, please feel free to contact me.

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**RESOLUTION**

**NEXT AGENDA ITEM**

**RETURN TO AGENDA**

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