



OFFICE OF THE CITY COUNCIL

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June 3, 2015

Dear Council Member Elect:

Congratulations on your recent election and welcome to the 2015 City Council Member Orientation. We are looking forward to the next four years and the potential of this Council as individuals and as a body to impact the quality of life of the citizens we serve. As Council Members, you follow an impressive heritage complete with the vision of pioneers in government who set about to build a consolidated government – more streamlined, credible and accountable.

This orientation is just part of the training, education and experience we plan to offer you and your assistant over the next year. We know that you will have many questions and hope that the information shared with you over the next three days will provide answers for some of them. Please know that your council staff welcomes the opportunity to help you in any way possible to make your transition and term of office smoother.

The Council Staff has worked diligently to present you with the best possible tools and resources to begin this most auspicious task....ahead of you. We hope that you find this orientation insightful, informative, interesting and inspirational.

We look forward to working with each of you over the coming years.

Sincerely,

Dr. Cheryl L. Brown
Director/Council Secretary
Jacksonville City Council

JACKSONVILLE CITY COUNCIL

2015 ORIENTATION Volume I



Cheryl L. Brown, Director/Council Secretary

MAY 2015

Jacksonville City Council 2015 Orientation Program

PROGRAM AGENDA

Day One
Wednesday, June 3, 2015
City Hall at St. James Building

<u>Time</u>	<u>Events, Sessions & Topics</u>	<u>Speakers</u>
	Moderator: Dr. Cheryl L. Brown – Director	
8:00-8:30	Registration – Continental Breakfast (Lynwood Roberts Room – 1 st Floor)	
8:30-8:45	Session #1: Welcome & Introductions 1. Council Members 2. Council Members-Elect	Clay Yarborough, President Gregory Anderson, Vice Pres.
8:45-9:45	Session #2: Organization 1. Council Office Structure and Staffing 2. Research Division 3. Administrative Services 4. Appointed Employment Plan 5. Legislative Services	Cheryl L. Brown, Director City Council Jeff Clements Kristi Sikes Laura Dyer Dana Farris & Carol Owens
9:45-11:00	Session #3: Orientation Passport (Don Davis Room and Committee Room B – 1 st Floor) 1. Employment Processing 2. Benefits Selection 3. Stationery Selection 4. Badges & Parking Decals 5. Official Photograph (Individual) – 2 nd Floor	
11:05-11:30	Session #4: Official Group Photos 2011-2015 Council Group Photos 2015-2019 Council Group Photos 2011-2015 Council Staff Group Photos 2015-2019 Council Staff Group Photos	
11:30 -12:00	Session #5: Meeting of Council Elect Special Meeting of the Council Elect Vote – Leadership of the Council Council Chamber – 1 st Floor City Hall	

12:00-1:30

~~ Lunch ~~
(Lynwood Roberts Room – 1st Floor)

1:30- 3:30

Ethics Training Sunshine Compliance

Carla Miller, Executive Director
Office of Ethics Compliance

3:30-4:00

Session #6: Q&A – Council Member Round Table

~~ Adjourn Day One ~~