



Legislation Text

File #: 21-0262, Version: 1

City of Alexandria, Virginia

MEMORANDUM

DATE: SEPTEMBER 30, 2020

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: MARK B. JINKS, CITY MANAGER /s/

DOCKET TITLE:

Consideration of a Proposal to Provide Board and Commission Applications to the Public.

ISSUE: Consideration of a proposal to provide board and commission applications to the public.

RECOMMENDATION: That City Council (1) receive and consider the proposal from Councilman Chapman; and (2) if the proposal is approved, direct the City Clerk (who also serves as the Executive Secretary for Boards and Commissions) to attach the Personal Data Record form with redacted personal information to the online docket.

BACKGROUND: On July 10, City Council received a letter from 11 civic associations requesting additional information about applicants for City Boards and Commissions. Currently, ballots with the names of those individuals who have applied for consideration for vacancies on boards and commissions are included with the docket that is posted online for public inspection. City Council members receive a packet with applicant's information, including resumes and endorsement letters. If the public is interested in the application packets, they may request the redacted application by contacting the City Clerk's Office. The applications have to be redacted so that personal information, such as address, birthdate, phone numbers, etc., are not revealed.

The proposal from Councilman Chapman is to begin attaching a redacted copy of the application to the docket for public inspection. This redacted application will have the following redacted sections: email address, date of birth, place of birth, home address and phone numbers, and voluntary information page (if completed). The resume will also be unavailable with the docket as it may contain aforementioned sensitive information.

ATTACHMENTS:

Attachment #1: Councilman Chapman September 22, 2020 memorandum
Attachment #2: Letter from Civic Associations
Attachment #3: Sample of Proposed Redacted Application

STAFF:

Gloria Sitton, City Clerk and Clerk of Council (Executive Secretary for Boards and Commissions)