

Commission Meeting Date	Direction from the Commission/Internal Project	Note	Status	Status Date
<b><u>Carry Over from 2021</u></b>				
7/10/2018	There was a consensus to have a consultant for an electronic records plan, and an evaluation of where we are in compliance and/or what we need to do to improve in the City overall in our public records, as well as to have an update as to where we are and what the progress is of our outdated public records requests, to be included in the, at least monthly, reports by the City Clerk's Office.	Visits on hold due to COVID 19	Ongoing	4/14/2020
9/24/2019	Resolution Adopting Policy Regarding Letters from the City			
3/2/2021	Process and thought on implementation and training for boards and liaisons and to modify the application forms to include member criteria	Creating staff liaison training - Training powerpoint sent to CM and CA for review 10/19/21 Chair/Vice Chair Training - sent to CM and CA for review 11/15/21 Modify Application - <b>Complete</b> Update Board and Committee Handbook - <b>To CMO for review 4/15/22</b>	In process	11/15/2021
4/13/2021	Resolution for Historical Items Archive		In process	4/16/2021
<b><u>New In 2022</u></b>				