

City of Minneapolis Request for Committee Action

To: Executive Committee
Date: 9/14/2016
Referral: Ways & Means
From: Human Resources
Lead Staff: Pam Nelms
Presented by: Timothy Giles
File Type: Action
Subcategory: Personnel

Subject:

Request to establish a new appointed position in the City Coordinator's office: Chief Resiliency Officer

Description:

1. Adopting findings that the proposed position meets the criteria in Section 20.1010 of the Minneapolis Code of Ordinances, City Council to Establish Positions.
2. Approving the appointed position of Chief Resiliency Officer, evaluated at 620 total points and allocated to Grade 13.
3. Approving the salary schedule for the position, which in accordance with adopted compensation plan for appointed officials, effective 9/23/2016:

Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Chief Resiliency Officer	\$109,249	\$114,999	\$117,299	\$119,645	\$122,038	\$124,479	\$126,968	\$129,508

4. Referring to the Ways & Means Committee.
-

Background/Analysis:

In 2013, the Rockefeller Foundation launched its "100 Resilient Cities" program aimed at building the capacity of modern cities to respond to shocks, stresses, and catastrophic events and bounce back quickly and in a stronger position. The City of Minneapolis has been selected to participate in the program and will receive three forms of support from the Rockefeller Foundation as follows:

- Membership in the "100 Resilient Cities" network, which provides support to member cities and shares new knowledge and resilience best practices.
- Financial support to hire a Chief Resiliency Officer (CRO) to lead the initiative. The CRO is expected to oversee the development of a resilience strategy for the city.
- Support to create a resilience plan, along with tools and resources for implementation.

Specific duties for the proposed position include:

- Develop an enterprise-wide process for developing resiliency goals.
- Facilitate the implementation of the resiliency goals, policies, and strategic plans.
- Serve as the primary City representative to the 100 Resilient Cities Network.
- Assess and identify community needs, opportunities, and develop strategic initiatives.

- Assess 100 Resilient Cities platform and identify tools and resources of interest to the City of Minneapolis and greater metropolitan area.
- Research, analyze, and identify funding resources to ensure the program's goals and objectives are met.
- Create a comprehensive marketing, communication, and social media strategy to disseminate public information in order to increase visibility and resilience support.
- Develop joint marketing strategies with other 100 Resilient Cities and entities to attract, engage, and diversify resilient initiatives.
- Collaborate with other departments and jurisdictions, business and civic groups, academic institutions, and other local, state, and federal agencies for multi-jurisdictional projects.
- Coordinate meetings with Mayor, City Council, City Coordinator, department directors, and the officials of other specialized organizations regarding ongoing resilience initiatives.
- Plan, develop, monitor, and report on progress toward key resilience milestones.
- Secure and manage all resilience funding resources and budget.
- Provide guidance and direction to City staff working on the Resilient Cities initiative.
- Manage and maintain strong relationships with a broad set of stakeholders, including senior government officials and private and nonprofit sector leaders in the community.
- Consult with internal and external experts to generate innovative solutions and assess their feasibility.
- Communicate progress to all relevant stakeholders, including regular reporting to the Mayor.
- Support regional, state, and national response and recovery efforts.
- Represent the City of Minneapolis at various forums, public hearings, meetings, task forces, etc.
- Identify training needs and a plan for delivering the training where needed.
- Establish policies, goals, objectives, and performance measures.

Findings:

According to the Deputy City Coordinator, this position meets the criteria for appointed positions under the Minneapolis Code of Ordinance, Section 20.1010 as follows:

1. The person occupying the position will report to head of the designated City department or the designated department head's deputy.
2. The person occupying the position will be a member of the designated department head's management team.
3. The duties of the position involve significant discretion and substantial involvement in the development, interpretation, or implementation of City or department policy.
4. The duties of the position do not primarily require technical expertise where continuity in the position would be significant.
5. There is need for the person occupying the position to be accountable to, loyal to, and compatible with the Department Head.

Financial Review:

Select financial statement.

Future budget impact anticipated.

Future budget impact possible at end of grant period.

Attachments:

1. Classification Report
2. Salary Ordinance