

**Municipality of Anchorage**  
**Assembly Member**  
**Christopher Constant**

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**Confirmation Process -- Proposed**

The Assembly intends to provide a fair and timely hearing to all of Mayor Bronson's nominees. Hearings are proposed as required by Anchorage Charter sections 1.35.010 and 2.30.095 requiring confirmation of appointed principal executives and department heads who are required to take the Oath of Office. The exact list of nominees requiring confirmation is being negotiated between the new administration and the Assembly. The Administration is required to submit to the Clerk a memorandum for appointment of a principal executive or department head that includes a resume and any other germane information. The Administration is requested to have the nominee memoranda delivered to the Clerk no later than July 23rd to allow proper time to organize and schedule worksessions for each nominee. It is anticipated the confirmation process will conclude August 24th. Members of the Assembly may request nominee hearings to be expedited. They Administration, at their discretion, may forward appointment memoranda and the Chair may, at her discretion, set the item on the agenda at an earlier meeting.

**Timeline:**

The Assembly received an appointment memorandum from the Administration for five nominees including for the Municipal Manager, Municipal Attorney, Fire Chief, Chief Financial Officer, and Human Resources Director. Worksessions are scheduled for July 9<sup>th</sup> and the appointment is on the consent agenda for the July 13<sup>th</sup> regular meeting.

All of the initial nominees were included in the same memo, so if a member has concerns about an nominee, the procedure will be to pull the item from the consent agenda, make a motion to bifurcate the nominee(s) in question, and address the items separately. The Assembly may approve, reject any nominee, or postpone the decision to a future meeting for further consideration.

Subsequently, the Assembly has scheduled the confirmation worksession for Police Chief McCoy for the morning of July 26<sup>th</sup> with the intent to hear the confirmation at the July 27<sup>th</sup> meeting.

The remaining nominees will be invited to confirmation worksessions each Friday starting July 30<sup>th</sup> through August 20<sup>th</sup> and the initial plan is for the Assembly take action on the slate on August 24<sup>th</sup>. Each Friday session will be organized in a manner to bring nominees with similar task areas on the same day as much as possible.

**Process:**

Generally speaking, each candidate will receive a 30-minute worksession to introduce themselves to the community and for Assembly members to ask questions. The Assembly may, at its discretion, opt to extend the time period for additional questions. Members are advised to reach out to the Clerk to identify individual nominees who they believe require additional time or other concerns about any nominee. The Clerk will develop a list of nominees for whom members request additional time and those individuals will be scheduled for at least a one hour hearing on Friday, August 20<sup>th</sup>.

The committee was asked whether or not the body wishes to hold confirmation hearings for individuals who were re-appointed to their positions. There was no strong objection. The final decision as to whether or not brief 10-minute hearings for those individuals will be scheduled will be made on joint agreement of the Chair and the Municipal Manager.