



**OFFICE OF THE CITY COUNCIL
RESEARCH DIVISION**

117 WEST DUVAL STREET, SUITE 425
4TH FLOOR, CITY HALL
JACKSONVILLE, FLORIDA 32202
904-255-5151

CITY COUNCIL PERSONNEL COMMITTEE

Meeting Minutes

**April 15, 2025
2:00 pm**

Location: Lynwood Roberts Room, 1st floor, City Hall

In attendance: Committee Members White (CP), Carrico (CVP), Salem (Finance Chair), Howland (Rules Chair), and Johnson

Also: Mary Staffopoulos, Office of General Counsel; Jason Teal, Council Secretary/Director; Colleen Hampsey, Council Research

Meeting Convened: 2:00 pm

Council President White convened the meeting and called for introductions. Jason Teal, Council Secretary/Director, shared an update on the vacant Chief of Legislative Services position. He said that from the internal posting, four candidates were selected for interviews – held on April 4th and 7th with Mr. Teal and Ms. Hayes, Director of Employee Services. After the interviews, Mr. Teal and Ms. Hayes evaluated the four candidates in order of preference, and both ranked the same individual as their top choice. Mr. Teal recommended Bernadette Smith to the body, to be appointed Chief of Legislative Services. Mr. Teal spoke about Ms. Smith’s experience in the Office of General Counsel and previously with Legislative Services.

Council Member Salem asked Ms. Smith if her current employer, OGC, is aware of her being offered this position. She said yes. When asked about the timeframe for a starting date, Ms. Smith said she can start May 17th. Council Member Johnson asked Ms. Smith about her vision for the future of the division. Ms. Smith said she needs to get started and assess the situation in the office before giving a full answer, but she mentioned an idea of increasing accessibility for public comment by offering an option to participate in meetings remotely.

Motion/2nd CMs Carrico/Johnson to recommend Bernadette Smith to be appointed as Chief of the Legislative Services Division and direct the Office of General Counsel to draft appointment legislation for Bernadette Smith, as a one cycle emergency, providing a prospective appointment date of May 17, 2025, with a salary within the range for the position.

Public participation: Mr. Nooney spoke in support of the appointment.

Approved unanimously (5-0) by voice vote.

Meeting adjourned: 2:10 pm