



925 S. Main Street
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MEMORANDUM

To: *Ron Whitlatch, City Manager* Date: *June 30, 2026*
From: *Angela Solesbee, HR Director*
Subject: *Department Update for City Manager Report*

- Recruitment:
 - Communications Specialist – See PD City Manager Report for detail.
 - Activities Planner – Position filled. Employee starting 7/1.
 - Accounting Manager – Position filled. Employee starting 7/6
 - Engineering Associate – Position on hold.
- Benefits:
 - Upcoming Request For Coverage (RFC) for 2027 calendar year.
- Classification and Compensation:
 - Upcoming implementation of COLA's and Market Reviews.
- Training and Development:
 - June All Employee training – Drug and Alcohol Abuse for Employees
 - July All Employee training – Generative AI Safety and Prompt Hygiene
 - June Safety training – Heat Stress
 - July Safety training – Mosquito, Tick, and Vector-Borne Illnesses
- Performance Management:
 - Evaluation of current performance evaluation process/structure on hold.
 - 62 evaluations are past due as of 6/30/2026 (69% overall)
 - 6 in Finance (oldest is 5 years past due)
 - 2 in Development Services (2 years past due)
 - 19 in Public Works (oldest is 4 years past due)
 - 13 in SC/LINX (oldest is 2 years past due)
 - 22 in Police Department (oldest is 8 years past due)
- Other:
 - AFSCME Negotiations ongoing.