

Brandy Cote – Summary

5/20/16 – By telephone

Director – Office of the Mayor since 9/2014. Hired by the City 6/14.

Supervises: Executive Asst (Rebecca H during relevant period. April 2016 she transferred to Community Housing and Human Services); Staff Asst. (Angela Pashon during relevant period) and Constituent Coordinator (Katherine Ross – left City 2/2016)

Attends Cabinet meetings as support person. Takes notes on action items; may oversee coordination of agendas and projects.

Supports both Mayor and TS.

Role in PRR requests:

BC is the point person for researching and producing records from the Mayor's office in response to PRRs.

Process generally: They receive email from City Clerk's office. IF BC is in the "To" it indicates the Clerk believes the Mayor's Office has responsive records. Otherwise BC is cc'd. The actual request is usually attached and indicates if IT has been requested to search emails. BC will not duplicate that effort.

Office process is to scan hard copies of documents that are received into the office and log them into CRM. Most correspondence is from constituents. They log i/c and o/g correspondence and save on their drive.

Same process for legal correspondence. It is handled same as any other mail. Date stamped received. Doc is scanned and loaded onto drive. Log date received, from whom, and general description. They send originals to CAO.

Office also keeps hard copies in separate file cabinet by month and year received/sent.

If PRR received for correspondence – BC or other staff will search CRM using key words. They also search the hard copies for responsive records.

If PRR calls for text messages, BC consults with Mayor and TS to search their phones with key terms. They go through the phones together to locate responsive records.

It is BC's job to respond for Mayor and TS.

BC provided with copies of Dunn 6/8 and 6/17/15 Dunn letters. She confirmed both were stored electronically and in hard copy files. (BC sent screen shot of the search results in CRM).

BC didn't recall the letters specifically but was familiar with the names and what was going on at the time.

Angie Pashon is likely the person who scanned and logged the letters into their system.

BC did not recall ever being asked to search for or produce the Dunn letters by anyone. Or anyone calling them to her attention in connection with a PRR.

Not sure of timing, but does recall internal discussions in Mayor's office that press was looking into MC transfer to Parks. There was discussion that media was looking into this. Didn't recall that it caused any specific concern different than any other time the media is prying into some subject. Office is always somewhat concerned what they are looking for because it is usually associated with negative press.

MC s/h complaint:

BC was aware that she made the allegations. Learned from TS near the time MC first approached TS. BC helped schedule calls and meetings between TS and MC. From that learned of allegations.

BC also familiar with MC. Months earlier, BC had been asked to find workspace on 7th floor of City Hall for MC. She was splitting her time between SPD and SFD. BC did not know why she was doing that. BC thought this was late 2014 or early 2015. Only saw MC work in space a couple of times. Space was available to her for six months. Then MC went back to SPD full time.

s/h Complaints against Straub

BC learned of complaints from TS (all came from her). Straub never talked about it and BC never saw anything to corroborate. Not aware of any other complaints by female staff.

BC had little interaction with Straub. Mostly during Cabinet meetings and when he came into see Mayor or TS.

Other Complaints against Straub

BC learned that police leadership was not happy with Straub. Also knew about Cortright transfer but was not aware it related to issues between her and Straub.

Re Straub – there were comments here and there, maybe starting in early 2015. Straub got angry or had difficult conversations with his staff. DNR details.

In the summer of 2015 during budget discussions, BC learned of increasing issues about Straub's leadership style. BC was asked to set up budget meetings with all of the Unions and with respect to the C&L to make sure the Chief did not attend the meeting. BC also directed to ensure as many of the membership as possible attend the meeting. BC knew of the plan to allow the C&L to address leadership concerns. (BC did not recall being asked to set up a similar meeting with the E-team)

BC did not personally observe any inappropriate or unprofessional behavior from Straub, but did see him be passionate and pointed.