



Request for Committee Action from the Office of City Clerk

Date: March 18, 2015
To: The Honorable Elizabeth Glidden
Chair, Committee of the Whole
Subject: Appointment of Assistant City Clerk
Recommendation: Confirm the appointment of Christian Rummelhoff as Assistant City Clerk.

Prepared by: Casey Joe Carl 612/673-2216
Presenters in Committee: Casey Joe Carl, City Clerk

Background: Pursuant to the Minneapolis City Charter, the City Clerk is authorized to appoint an Assistant City Clerk, subject to confirmation by City Council. Reporting directly to the City Clerk, the Assistant Clerk is a management position that provides leadership in department operations and the delivery of core services. Within the Clerk's Office there are two assistant clerk positions; each is responsible for leading one of its major divisions: Elections & Voter Services or Records & Information Management. Assistant City Clerks are authorized to assume and perform the full complement of duties provided by law for the City Clerk in the absence or disability of the City Clerk.

Mr. Rummelhoff is being appointed to lead the Records & Information Management Division, which includes enterprise information governance and records management functions; non-current records warehousing; open government issues, including data access, security, and privacy; data retention and disposal; vital records and the preservation of archival records; and supervision of the City's document solutions center, the in-house printing and document production services shop.

Mr. Rummelhoff joins the City of Minneapolis after five years at Redgrave LLP, a national law firm where his practice focused on addressing legal challenges involving information governance, records management, and technology, including data access and security; data classification structures; information technology systems; and audit and compliance tests, among others. Prior to joining Redgrave LLP, Mr. Rummelhoff was a member of Nixon Peabody's commercial litigation practice group and Redgrave Daley Ragan & Wagner LLP, focusing on information law at both firms. He holds his juris doctorate and master's degree in public policy from the University of Minnesota and is an active member of several organizations serving the profession, including the American Records Management Association (ARMA), the Association of Information & Image Management (AIIM), and the International Association of Privacy Professionals (IAPP).

Financial Impact: The Assistant City Clerk position is included in the department's approved 2015 operating budget.

Supporting Information: None.