



ACT Committee Meeting
March 11, 2026 @ 6:30 PM
This meeting is recorded for public record.

Committee Members:

Lisa Kearns, Chair
Jerome Szczepaniak
Stephen Marvin

Chief Information Security Officer: William Mann

Director of Human Resources: Christine Hines

Borough Manager: Sean Metrick

ACT Committee Meeting:

I. Call to Order

II. Announcements

III. Comments

Comments, suggestions, petitions by residents, taxpayers and visitors in attendance regarding items that are not on the agenda. Please be advised there is a 5-minute time limit which is at the discretion of the Council President and/or Chair.

IV. Reports

A. Human Resources Director Report (attachment)

B. ACT Committee –*Chair Report, workplan and issues raised at prior meetings (attachment)*

V. Old Business

A. Approve February 2026 meeting minutes (attachment)

B. Discuss remote meeting attendance for Council rules (attachment)
Issue: Discuss remote virtual attendance for Council Members

C. Discuss Borough Organizational Chart
Issue: Discuss preparing an amendment to Subsection 3-9 Chart of Government Organization

D. Discuss the process for tracking resident concerns
Issue: Review process for tracking residents' concerns

VI. New Business

A. Discuss staff and Council communication and agenda management (attachment)
Issue: Discuss staff and Council communication, and agenda management

VII. Other Business

VIII. Adjournment

Visit www.west-chester.com for access to all attachments.

Agendas are posted to www.west-chester.com by noon 3 business days prior to the meeting.