



METRO

Agenda

MEETING: METRO COUNCIL WORK SESSION
DATE: January 3, 2008
DAY: Thursday
TIME: 3:00 PM
PLACE: OREGON FOOD BANK
7900 NE 33rd Avenue, Portland

CALL TO ORDER

- I. COUNCIL WORK LOAD MANAGEMENT DISCUSSION**
- Roles and Responsibilities
 - Council Assignments

ADJOURN

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF REORGANIZING THE) RESOLUTION NO. 08-3894
METRO COUNCIL IN 2008)
) Introduced by Council President
) David Bragdon

WHEREAS, the Metro Charter directs the Council to adopt an annual organizing resolution for the orderly conduct of Council business; and

WHEREAS, the Metro Charter provides that the Council President appoints the Deputy Council President and all members of committees, commissions and boards; and

WHEREAS, the Council President has nominated Councilor Robert Liberty to serve as the Deputy President for 2008; now therefore

BE IT RESOLVED:

1. That the Metro Council elects Councilor Robert Liberty to be the Deputy for 2008.
2. Nominations for committees outlined in Exhibit A are confirmed by the Council, with all appointments not cited therein remaining the same as in 2007.

ADOPTED by the Metro Council this 10th day of January, 2008.

David Lincoln Bragdon, Council President

Approved as to Form:

Daniel B. Cooper, Metro Attorney

Exhibit A: Council Committee Assignments

Role	Appointment
Deputy Council President	Liberty
Metro Policy Advisory Committee Liaison	Collette (Council Spokesperson), Hosticka, Park
Ex Officio to Zoo Foundation Board	Liberty, Collette
Joint Policy Advisory Committee on Transportation	Burkholder (Chair), Liberty, Harrington
Solid Waste Advisory Committee	Bragdon
Solid Waste Rate Review Committee	Bragdon

Metro Council Assignments and Council Projects – Total List As Of January, 2008

Assignments

Role	Appointment
Deputy Council President	Liberty (Note 1)
Metro Policy Advisory Committee Liaison	Collette, Hosticka, Park (Note 1)
Ex Officio to Zoo Foundation Board	Liberty, Collette (Note 1)
Joint Policy Advisory Committee on Transportation	Burkholder, Liberty, Harrington (Note 1)
South Corridor Transportation Study	Liberty (Note 2)
Transit Alternatives Analysis Steering Committee	Burkholder (Note 2)
Regional Freight and Goods Movement Task Force	Park (Note 2)
Bi-State Transportation Committee	Burkholder (Note 2)
Metro Central Enhancement Committee	Burkholder (Note 3)
Metro North Portland Enhancement Committee	Burkholder (Note 3)
Solid Waste Advisory Committee	Bragdon (Note 1)
Solid Waste Rate Review Committee	Bragdon (Note 1)
Transit Oriented Development Steering Committee	Liberty (Note 2)
Regional Water Consortium	Hosticka (Note 2)
Metropolitan Exposition Recreation Commission Liaison	(Currently none designated)
Visitor Development Fund Board	Bragdon, Park (Note 3)
Water Resources Policy Advisory Committee	Hosticka (Note 1)
Metro Committee on Citizen Involvement Liaison	(Currently none designated)
Regional Emergency Management Group	(Currently none designated)
Nature in Neighborhoods Nature-Friendly Practices	Hosticka (Note 2)
Nature Neighborhoods Capital Grant Program	Liberty, Hosticka (Note 2)

Council Projects (Note 4)

Project	Liaisons	Resolution	Sunset
Performance Growth Management	Hosticka, Liberty, Collette	07-3860A 08/16/07	12/31/09
Urban and Rural Reserves	Harrington	07-3860A 08/16/07	12/31/09
Investing In Our Communities II	Liberty, Collette	08-3893 01/10/08	12/31/09
Transportation Ballot Measure	Bragdon	07-3815 05/10/07	03/31/08
2035 RTP	Burkholder Park	05-3628 11/17/05	08-3893 12/31/08
Connecting Green	Bragdon	07-3860A 08/16/07	07/31/08
Conservation Ed Ballot Measure	Burkholder	07-3860A 08/16/07	05/31/08
Waste Transport Contract	Bragdon, Harrington, Park	07-3759 01/11/07	08-3893 07/31/08
RSWMP	Harrington	05-3551 03/03/05	08-3893 03/31/08
Convention Center Hotel	Park	07-3772 02/08/07	08-3893 07/31/08
Closed Out			
Regional Leadership Initiative	Bragdon, Burkholder, Hosticka	05-3603 08/11/05	08-3893
Nature Neighborhoods Capital Grant Program	Liberty	07-3806 05/03/07	12/31/07
Disposal System Planning	Park	05-3551 03/03/05	08-3893
Nature in Neighborhoods Nature-Friendly Practices Program	Hosticka	06-3666 02/09/06	08-3893
Windfall Tax: Farmlands, Fairness and Fine New Neighborhoods	Liberty	05-3628 11/17/05	08-3893
Health Care Delivery: Scope of Work	Hosticka	06-3692 04/27/06	08-3893
Housing Supply	Burkholder Liberty	05-3551 03/03/05	08-3893
Neighbor Cities	Park	05-3551 03/03/05 05-3628 11/17/05	07- 3860A

Investing in Our Communities	Liberty Bragdon Newman	05-3628 11/17/05	08-3893
Shape of the Region	Hosticka Park Newman	05-3628 11/17/05	08-3893
Growth Management Communications Plan	Bragdon Hosticka Burkholder	06-3666 02/09/06	08-3893
Public Opinion Research for Conservation Education / Regional System	Burkholder	07-3806 05/03/07	07/31/07
Nature in Neighborhoods (original)	Hosticka, McLain	05-3551 03/03/05	08-3893
Nature in Neighborhoods Monitoring Program	Hosticka McLain	06-3666 02/09/06	01/04/07 07-3760
Nature in Neighborhoods Grants Program	Park McLain Hosticka	06-3666 02/09/06	01/04/07 07-3760
Measure 37 Analysis	Liberty Hosticka	05-3551 03/03/05	01/04/07 07-3760
Natural Areas Bond Measure	Bragdon	05-3551 03/03/05	01/04/07 07-3760
Concept and Comprehensive Planning (Construction Excise Tax)	Newman	05-3628 11/17/05	01/04/07 07-3760
OCC Subsidy Gap	Park	05-3551 03/03/05	08-3893

Note 1: Subject to Council confirmation in Res. 08-3894, Jan. 10, 2008

Note 2: Carried over from a previous appointment and confirmation.

Note 3: Automatically assigned by geographic district in Metro Code or IGA.

Note 4: Subject to Council confirmation in Res 08-3893, Jan 10, 2008

Additional ones needing research:

POVA board – it seems Metro Council President is ex-officio member, though MERC General Manager and Oregon Convention Center General Manager may also be. Is this by some agreement?

Internal audit committee – Auditor Suzanne Flynn has an audit committee and requested a Councilor member. Currently I believe Councilor Rod Park serves in that capacity. I do not know if this is a formal committee in code or something Suzanne set up informally.

Urban and Rural Reserves Lead Councilor Rights and Responsibilities

The lead councilor is responsible for the following roles:

- Work with the Metro Council to identify “guiding principles” and political and communications strategy for the project. Guiding principles are the outcomes, positions, and direction for the project that are held and agreed to by the council as a whole. Discussion of guiding principles and political and communications strategy is particularly important at the onset of the project, but it is recognized that the discussion will be continued as the project evolves, issues emerge, new information becomes available and councilors speak with their constituents. As part of these discussions, the lead councilor will also seek to understand the positions and philosophies of individual councilors on the project’s key elements.
- Represent Metro Council on the external urban and rural reserves committee.
- Serve as co-chair of the committee?
- Advise staff on how to best support the council and committee with information and analysis.
- Work with the Council President, the Metro Council and staff to develop a plan and schedule for work sessions and councilor briefings at key points in the project.
- Work with the Metro Council to establish positions on key issues that arise during committee work. Work with staff and Metro Councilors to develop options or recommendations. Bring issues of significance to the Council for discussion and possible vote. Get feedback on key issues as they develop, using work sessions and informal communications with individual councilors. Tailor communications according to the level of interest of individual councilors, the disparity among opinions held by councilors and the significance of the issues currently being addressed.
- Moderate work session discussions on the project. In taking on the role of moderator, the lead councilor wears two “hats”, a “moderator hat” and a “work session participant hat”. When moderating, the lead councilor will present issues, facilitate discussion, call for straw votes when appropriate, and facilitate councilor input in a receptive and unbiased manner. When expressing an opinion or advocating for a position, the lead councilor will clearly indicate that she has put on her “work session participant hat” and is speaking her individual opinion as one of seven Metro Councilors.

August 10, 2007

- Take point on behalf of council in negotiation and communications with committee members. Use shuttle diplomacy as necessary.
- Represent Council in advising staff on management of the communications strategy including stakeholder relations, media relations, events and summits, citizen engagement and political strategy.
- Work with the Council President, Metro Councilors and staff to identify the most appropriate and effective messengers for different venues and groups. Serve as spokesperson for the council as appropriate with media, elected officials, MPAC and other stakeholders and groups.

Metro councilors will:

- When speaking to outside groups on behalf of the council as a whole, councilors, including the lead councilor, will represent the council's position (to the degree that it has taken one). When the Metro Council has yet to take a position on an issue, the councilors will indicate this. When presenting a personal opinion, councilors will clearly indicate it as such.
- Metro Councilors and staff will keep the lead councilor apprised of their positions on issues relating to the project.
- Individual councilors will work with local stakeholder groups, media and citizens in their individual districts. They will keep the lead councilor apprised of pertinent points made by all parties in these meetings and communications.

Roles in the “Guiding Principles” and “Convene” Phases: Reserves Project

Project Phase	Task	Council President	Lead Councilor	Individual Councilors	Council Majority	COO
Guiding Principles	Identify “guiding principles” and political strategy for the project		R		D	
Convene	Determine who should be convened and whether formally or informally	R			D	R
	Determine rules of engagement	R			D	R
	Chair meetings of the external committee		P			
	Represent Metro Council on the committee		P			
	Advise staff on how to best support committee and the council with information and analysis		D	I		
	Represent Council in advising staff on execution of the communications strategy including stakeholder relations, media relations, events and summits, citizen engagement and political strategy.	I	P	I		
	Establish positions on key issues that arise during committee work		R		D	
	Develop a plan for work sessions and councilor briefings at key points in the project		R		D	
	Moderate work session discussions on the topic		P			
	Taylor communications according to the level of interest of individual councilors, the disparity among opinions held by councilors and the significance of the issues currently being addressed.	P	P	P		P
	Take point on behalf of council in negotiation and communications with committee members. Use shuttle diplomacy as necessary		P			
	Work with the Council President, Metro Councilors and staff to identify the most appropriate and effective messengers for different venues and groups.	R	D	I		
	Serve as spokesperson for the council as appropriate to convey the council’s position on the project with media, elected officials, MPAC and other stakeholders and groups.	P	P	P		
	Keep the lead councilor apprised of positions on issues relating to the project.			P		
	Keep the lead councilor apprised of relevant points made by all parties in meetings and communications relating to the project.			P		

Role Definitions

<p>Recommend. People or groups in this role gather input and make a recommendation, providing data and analysis to support the recommendation. Recommenders consult with those who provide input, hearing and incorporating their views as well as building buy-in along the way.</p>	<p>Decide. This person or group is the formal decision maker, ultimately accountable for the decision, for better or for worse, and has the authority to resolve any impasse in the decision-making process and to commit the organization to action.</p>
<p>Agree. Individuals or groups in this role have veto power over the recommendation. Exercising the veto triggers a debate between themselves and the recommenders, which should lead to a modified proposal. If that takes too long, or if the two parties simply can’t agree, they can escalate the issue to the person who plays the “Decide” role.</p>	<p>Perform. Once a decision is made, a person or group of people will be responsible for executing it. In some instances, the people responsible for implementing a decision are the same people who recommend it.</p>
<p>Input. These people or groups are consulted on the decision. This is a two-way street, the person with the “decide” role seeks them out for their views, but they also have a responsibility to proactively communicate with the person in the “Decide” role. Because the people who provide input are typically involved in implementation, recommenders have a strong interest in taking their advice seriously. No input is binding but this shouldn’t undermine its importance. If the right people are not involved and motivated, the decision is far more likely to falter during execution.</p>	