

## MINUTES OF THE METRO COUNCIL MEETING

Thursday, Sept. 9, 2010  
Metro Council Chamber

Councilors Present: Deputy Council President Carlotta Collette, Kathryn Harrington, Robert Liberty, Rod Park, Rex Burkholder

Councilors Absent: Carl Hosticka

Deputy Council President Carlotta Collette convened the regular Council meeting at 2:06 p.m.

### 1. INTRODUCTIONS

There were none.

### 2. CITIZEN COMMUNICATIONS

There were none.

### 3. AUDITOR COMMUNICATION

#### 3.1 Payroll and Benefits Program: Greater Coordination Can Improve Processes

Ms. Susanne Flynn, Metro Auditor and Mr. Brian Evans, Senior Management Auditor, provided a presentation on the Auditor's report of the payroll and benefits programs for FY 2009-10 at the request of Human Resources' Director Mary Rowe. Ms. Flynn overviewed the purpose of the audit, the primary issues identified, results and recommendations for moving forward. Recommendations included:

- Metro assign primary responsibility for both the payroll and benefits programs and that the departments work jointly to better clarify roles and responsibilities to ensure a more coordinated system; and
- Human Resources could strengthen the segregation of duties, better manage vendor contracts, improve accuracy of the data in the software system, and improve transparency in the cost calculation for the employee cost sharing of benefits.

Ms. Rowe thanked the Auditor and staff for their report and stated that management concurs that there can be improvements made through increased oversight and efficiencies, and there are efficiencies and processes that can be captured. Ms. Rowe and staff have begun to identify and implement strategies to address the above recommendations. Strategies include:

- Establish a cross-functional team, consisting of Ms. Rowe, Mr. Tim Collier and Mr. Scott Robinson, to address better utilization of the system functionality –including outlining current practices, determine best practices and review where the systems can be better utilized and efforts better coordinated;
- The department has begun to automate processes that were previously completed manually to address issues identified in the audit; and
- HR has initiated staffing changes, including Ms. Jodi Wilson and Ms. Amy Davis, who will help ensure benefits issues are addressed more strategically. Upcoming projects include the issuing of an RFP for a new health insurance agent this fall, developing an education campaign regarding health benefits, and mapping out an educational strategy for employees

to improve transparency and provide a better understanding of the cost drivers and decision points in healthcare.

Council discussion included how the benefits' providers were selected, opportunities to provide increased benefits to employees and/or savings to the public and actions taken to limit differences in the benefits provided to MERC and Metro employees.

**4. Consideration of the Minutes for August 19, 2010**

Motion:

Councilor Burkholder moved to adopt the meeting minutes of the August 19, 2010 Regular Metro Council meeting.
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Vote:

Deputy Council President Colette and Councilors Liberty, Harrington, Burkholder and Park voted in support of the motion. The vote was 5 aye, the motion passed.
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**5. ORDINANCES – FIRST READING**

5.1 **Ordinance No. 10-1246**, For the Purpose of Amending the Employment and Industrial Areas Map of Title 4 of the Urban Growth Management Functional Plan Upon Application by the City of Portland.

Deputy Council President Collette assigned Ordinance No. 10-1246 to the Sept. 16, 2010 regular Council meeting agenda for second reading and a vote.

**6. RESOLUTIONS**

6.1 **Resolution No. 10-4187**, For the Purpose of Declaring a Vacancy in Office of Metro Council President

Motion:	Councilor Harrington moved to adopt Resolution No. 10-4187.
Seconded:	Councilor Liberty seconded the motion.

Councilor Harrington introduced the resolution. Per Metro Code, the Metro Council must declare that a vacancy exists in the Council due to the recent resignation of Council President David Bragdon and commence the appointment process for filling the vacancy. In the interim, Deputy Council President Collette will serve as the Acting Council President until a new president is either elected or appointed. An appointment for the remaining term beginning on Jan. 3, 2011 requires a majority vote of the members of the Metro Council.

Vote:

Deputy Council President Collette and Councilors Harrington, Park, Burkholder and Liberty voted in support of the motion. The vote was 5 aye, the motion passed.
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**7. CHIEF OPERATING OFFICER COMMUNICATION**

Mr. Michael Jordan of Metro provided a brief update on the following:

- Reminder that there is a Metro all staff meeting scheduled for Tuesday, Sept. 14 at the Oregon Convention Center to discuss Metro values. Council will receive a short briefing following the staff meeting at Tuesday's work session; and
- Mr. Jordan has provided over 19 presentations to Metro committees and local stakeholder groups on the Chief Operating Officer's Community Investment Strategy recommendation report released on Aug. 10. He stated that the report has been well received thanks to the quality of work and the thoughtfulness of the content. He thanked councilors for their participation in the meetings to date and welcomed their attendance to future meetings.

**7. COUNCILOR COMMUNICATION**

Councilor Liberty provided a brief update on the Sept. 8 Metro Policy Advisory Committee (MPAC ) meeting. Committee topics included a staff presentation on the Transit Oriented Development (TOD) program and MPAC's proposed amendments to the Regional Framework Plan, Chapter 1, Land Use.

Councilor Collette reminded members that there is a special work session scheduled for Sept. 15 with the City of Damascus' Council. She also briefly noted the recent opening of the Red Apes' exhibit at the Oregon Zoo and the Joint Policy Advisory Committee on Transportation's (JPACT) approval of Resolution No. 10-4185 regarding MTIP funding for the Portland – Milwaukie Light Rail, Portland – Lake Oswego Transit Project and the Southwest Corridor projects. This resolution is tentatively scheduled for Council consideration on Oct. 7.

Councilor Harrington reminded attendees that the Graham Oaks grand opening is scheduled for Sept. 10 to Sept. 11. See Metro's web site for details.

**8. ADJOURN**

There being no further business, Acting Council President Collette adjourned the meeting at 2:51 p.m. The Metro Council will reconvene on Sept. 16, 2010 at 2 p.m.

Prepared by



Kelsey Newell  
Regional Engagement Coordinator

**ATTACHMENTS TO THE PUBLIC RECORD FOR THE MEETING OF  
SEPTEMBER 9, 2010**

<b>Item</b>	<b>Topic</b>	<b>Doc. Date</b>	<b>Document Description</b>	<b>Doc. Number</b>
4.0	Minutes	8/19/2010	Council Minutes for August 19, 2010	090210c-1