



## METRO COUNCIL MEETING

Meeting Summary

March 31, 2011

Metro Council Chambers

Councilors Present: Councilors Carl Hosticka, Shirley Craddick, Barbara Roberts, Kathryn Harrington and Carlotta Collette

Councilors Excused: Council President Tom Hughes and Councilor Rex Burkholder

Deputy Council President Carl Hosticka convened the regular Council meeting at 2:02 p.m.

### 1. INTRODUCTIONS

There were none.

### 2. CITIZEN COMMUNICATIONS

There were none.

### 3. FREQUENT FLYER BENEFITS AUDIT

Suzanne Flynn of Metro provided a brief overview of the frequent flyer benefits audit. A sample of travel records from FY2009-10 found that frequent flyer miles were collected on 10 of 40 flights reviewed. None of the information reviewed indicated that travelers were trying to hide these awards. Further, there was no evidence that employees used the frequent flyer miles for personal travel. Metro had several documents containing information about travel and ethics, but it was found that the guidance was not specific enough to ensure consistent management of travel across all departments. Ms. Flynn noted managing the complexities of ethics rules in relation to travel is challenging. Metro is in the process of updating its travel policy and is working to clarify the policies and procedures and notify employees of travel expectations. Tim Collier of Metro provided management response confirming work on updating the travel policy.

Council asked for clarification on the ethics of using credit cards with reward points and on the law regarding accepting gifts. Councilors also expressed interest in the updated policy.

### 3. CONSIDERATION OF THE COUNCIL MINUTES FOR MARCH 17, 2011

Motion:	Councilor Carlotta Collette moved to adopt the consent agenda: <ul style="list-style-type: none"><li>• Consideration of the Minutes for March 17, 2011</li></ul>
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Vote:	Deputy Council President Hosticka and Councilors Craddick, Roberts, Harrington, and Collette voted in support of the motion. The vote was 5 aye, the motion <u>passed</u> .
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### 4. CHIEF OPERATING OFFICER COMMUNICATION

Dan Cooper noted his return from vacation and promised more details in chief operating officer communication in the future.

**5. COUNCILOR COMMUNICATION**

Deputy Council President Hosticka asked the Council if everyone was comfortable with Councilor Carlotta Collette attending the Greenlight Greater Portland trip to Spain. The Council replied affirmatively.

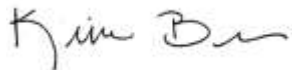
Additional Council discussion included a recap of the Metro 101, the Statewide GHG Target Committee and Zoo Master Plan Public Open House.

**6. ADIURN**

There being no further business, Deputy Council President Hosticka adjourned the regular meeting at 2:32 p.m.

The Metro Council will reconvene the next regular council meeting on Thursday, April at 3:30 p.m. in the Metro Council Chambers. Please note the late start time.

Prepared by,



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Council Policy Assistant

There were no handouts distributed at the meeting.