

**MINUTES OF THE METRO COMMITTEE FOR CITIZEN INVOLVEMENT
REGULAR COMMITTEE**

Wednesday, January 22, 2003
Room 370A

Call to Order & Approval of Agenda

Members Present: Dennis Ganoë (Chair), Kay Durtschi, Jane Gillespie, Kathy Henton, Dick Jones, Darren Pennington, Scott Seibert, Ray Sherwood, Elizabeth Tucker, Lori Waldo.

Members Absent: Norm Andreen, Jim Kimball, Ted Kyle, Christine Roth.

Also Present: Sarah Carlin Ames, Public Affairs Director; Marv Fjordbeck, Senior Assistant Counsel; Moji Momeni, MCCI Applicant; Camrynne Six, Auditor's Administrative Assistant; Cary Stacey, MCCI Staff.

Chair Ganoë opened the meeting at 7:06 p.m.

Introductions

Chair Ganoë asked everyone to introduce themselves for the good of the group. Mr. Pennington volunteered to be timekeeper.

Approval of Agenda

Ms. Six asked to add a brief Auditor Liaison Report to the agenda. Hearing no objections, Chair Ganoë said the agenda stood approved as corrected.

Approval of December 18, 2002, Minutes

Motion:

Mr. Seibert moved, with a second by Mr. Pennington, to approve the December 18, 2002, minutes as presented.

Vote:

The vote was 10 aye/0 nay/0 abstain, motion carried.
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Auditor Liaison Report

Ms. Six said the Metro Auditor had recently met with the MCCI Chair.

Chair Report

Chair Ganoë said he had met with Ms. Dow, Metro Auditor, and Metro Council President David Bragdon. He had met with Ms. Dow to address specific issues regarding the recent urban growth boundary (UGB) hearings and the effectiveness of citizen involvement in that process. He had assured Ms. Dow that MCCI still found that audit necessary and recommended that she apply the audit to the entire periodic review process. He said Ms. Dow had taken his recommendations under advisement. She said she would keep Jim Kimball's email regarding that issue in her file.

Ms. Six said she believed the auditor assigned to that audit would begin his survey in April 2003. She said it was difficult to guess when the final report would be issued.

Chair Ganoe said he had met with Council President Bragdon to update him on MCCI, its reorganization and its efforts to fill seats and coordinate the MCCI workplan with the agency budget process.

Ms. Durtschi and Mr. Seibert said they were concerned that Ms. Dow might not do what the Community Planning Subcommittee wanted. Ms. Durtschi asked if MCCI would have a hearing with the person doing the audit. Ms. Six said that would definitely happen. Chair Ganoe said the subcommittee should invite Ms. Dow to one of its meetings.

Public Meeting Law Presentation

Mr. Fjordbeck reviewed public meeting law and how it affected groups that made recommendations on policy matters to a public body. The intent of the statute was to have decisions made in public. He said the public was involved in three ways: 1) the meeting be open to the public, 2) notice be given as to purpose of the agenda, and 3) meeting minutes be kept. He said a small subcommittee could have a quorum in a chance meeting or phone conversation, resulting in an inadvertent meeting.

He said the public wasn't guaranteed the right to be heard, but had the right to participate by listening. He said an exception was made when it came to hearings. He said executive sessions were unlikely for MCCI but they did represent an exception to the public meeting law.

Chair Ganoe announced that the agenda item had exceeded its allotted time. Ms. Durtschi moved, with a second by Mr. Momeni, to continue the discussion.

Mr. Fjordbeck distributed a Guide to Bodies Subject to Public Meetings Law, a copy of which is included as part of this record.

Ms. Tucker asked about online meetings. Mr. Fjordbeck responded that an online meeting could potentially obstruct the accessibility of the meeting.

Ms. Waldo asked about required detail in minutes and how the law applied to task forces. Mr. Fjordbeck responded that minutes needed to be of sufficient detail to allow a reasonable person to understand what had happened at a meeting, including any motions, seconds and results of any motions. He said if the task force were similar to a subcommittee, the same rules would apply.

Mr. Jones asked when one could expect to have minutes after a meeting. Mr. Fjordbeck responded that that was not a matter of public meeting law. He said minutes ought to be available in a reasonable enough time to notify the public of occurrences in that meeting.

Mr. Seibert inquired about email. Mr. Fjordbeck responded that the electronic realm was murky and that electronic communication could be construed as a meeting.

Ms. Durtschi asked about notification requirements. Mr. Fjordbeck responded that notification must be posted at the public body's facility, made available to those who had requested it and made available to a newspaper of general circulation within the district. He said notification should occur within a reasonable amount of time and that most organizations set a rule for 72 hours in advance.

Mr. Pennignton asked about liability on the part of those violating the law. Mr. Fjordbeck said there was injunctive liability for the governmental body and a potential for complaints with the governmental standards and practices commission. He said he would get back to the committee whether there was any personal liability.

Chair Ganoë invited the committee to submit further questions about public meeting law to Ms. Stacey.

Public Affairs Department Update

Ms. Ames said that a Public Affairs Department had been created at Metro and that she was serving as the temporary Public Affairs Director. She distributed a Metro organizational chart, a copy of which is included as part of this record.

She reviewed her background in public affairs. She was currently focusing on staffing and responsibilities in her department and her task was to assess how to meet the needs of councilors and carry out the mission of the agency as determined by the council. She was also looking at the budget and allocation process.

She said one of her priorities was meaningful public involvement and she would like to see outreach and communications built early into the decision-making process. The Metro Council had placed a priority on public outreach by establishing the Public Affairs Department, and Council President Bragdon had a strong interest in getting out into the community.

There was discussion about MCCI's role in relation to the Public Affairs department.

Presentation and Acceptance of OCI Workplan Final Draft

Chair Ganoë said the workplan came to the committee from the Office of Citizen Involvement (OCI) Task Force with a motion for acceptance. He thanked the task force for their work.

Mr. Seibert recommended revisiting the workplan in a year.

Mr. Sherwood left at this time.

Ms. Carlin Ames said she would like to see someone present the OCI workplan to the Metro communications team.

Vote:

The vote was 8 aye/0 nay/0 abstain, with Jane Gillespie absent for this vote, motion carried.

Subcommittee Reports

Mr. Seibert reported for the Regional Environmental Management (REM) Subcommittee that it had received a presentation on the recycled paint program.

Ms. Durtschi reported for the Community Planning Subcommittee that it had received a presentation on the Joint Policy Advisory Committee on Transportation (JPACT) and the Transportation Policy Advisory Committee (TPAC). She spoke to the December 17, 2002 Transportation Investment Task Force Report and Recommendations and the January 2003 public

notice to property owners regarding the urban growth boundary (UGB) expansion decision distributed to the subcommittee by Councilor Rod Monroe.

Ms. Tucker distributed for the Membership Committee proposed changes to the MCCI Bylaws, a copy of which is included as part of this record. She spoke to the changes, which would go before the regular committee at its February 19, 2003 meeting for approval. Chair Ganoe said the proposed changes would first go before the Steering Committee for wordsmithing. Ms. Durtschi asked that the Chair and Vice-Chair be listed before the subcommittee chairs in the line describing Steering Committee composition.

Ms. Gillespie reported for the Parks Subcommittee that Council President Bragdon's high priority for parks tied into the subcommittee's projects. Ron Klein, Public Affairs Specialist, had spoken about the parks budget. The subcommittee had received a copy of the Intergovernmental Agreement regarding Mt. Talbert Park, and the subcommittee would likely propose a resolution regarding citizen involvement in relation to such an IGA. Mr. Klein also provided the subcommittee with copies of surveys about customer service at Oxbow Park, Howell Park, Blue Lake Park and the Salmon Festival event.

Chair Ganoe said the Steering Committee would look at the proposed bylaws changes.

Council Liaison Report

Councilor Brian Newman, recently elected Metro Councilor for District 2, introduced himself and said he was the new MCCI liaison. He spoke to the transition and relevant management changes at Metro.

He said the Council had had a retreat the previous week regarding working under the charter change; relationships between councilors, the Council President and the Chief Operating Officer (COO); and addressing policy and work assignments. He said standing council committees had been eliminated and informal worksessions would be held each Tuesday at 2:00 p.m. Councilors were assigned as liaisons to certain topics. He said a goal-setting session would take place the next Tuesday and resources would be prioritized from there.

He gave an update on the COO search.

Chair Ganoe asked the committee whether, in the interest of time, the roundtable should be eliminated from the agenda. Hearing no objections, he eliminated the roundtable.

Mr. Seibert asked about public involvement components in the council informal worksessions and in the COO search. He asked about MCCI appointments by the Council President. Councilor Newman said he would get back to the committee with that information.

Ms. Waldo asked about the centers initiative. Councilor Newman explained the centers initiative.

Chair Ganoe asked if the informal worksessions would be cable broadcast. Councilor Newman said there had been not yet been discussion regarding that issue.

Mr. Momeni asked if Metro would be looking for seed money for planning or pre-planning for centers. Councilor Newman said he didn't know, but one of the brainstorm ideas as part of a

larger initiative to make centers work would be to select several in-depth case studies, which might include a planning component.

Ms. Carlin Ames said there would be an external open recruitment for the Public Affairs Director.

Staff Report

Ms. Stacey noted that the recent scheduling change had not been effectively communicated via her written staff reports or by the list of upcoming meetings at the bottom of the regular meeting and steering committee agendas. She said that, in the future, she would email and call committee members about scheduling changes.

Public Comment Roundtable

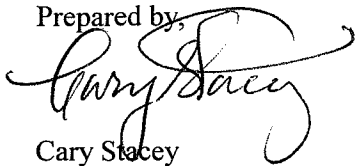
There was no public comment.

As agreed upon by committee members, there was no roundtable.

Adjourn

There being no further business before the committee, Chair Ganoe adjourned the meeting at 9:00 p.m.

Prepared by,



Cary Stacey
Council Assistant

AGENDA ITEM	DOCUMENT DATE	DOCUMENT DESCRIPTION	DOCUMENT NO.
Public Meeting Law Presentation	Undated	Guide to Bodies Subject to Public Meetings Law Flowchart	012203mcr- 01
Public Affairs Department Update	1/7/03	Metro Management Structure Organizational Chart	012203-mcr- 02
Subcommittee Reports	Undated	Proposed Changes to MCCI Bylaws	012203mcr- 03