

MINUTES OF THE EXECUTIVE COMMITTEE MEETING

Held: April 7, 1976

MEMBERS PRESENT: Chairman Cease, Vice Chairman Halvorson, Kirkpatrick
Mays Nightingale, Roberts, Stevenson, Stuhr, Tippens.

Staff: Rich, Cross, Garbutt

A motion to approve the Minutes of the March 17 meeting was made by Mays and seconded by Kirkpatrick. Motion carried.

The staff has moved to the Ondine Building, 1912 S.W. 6th Avenue, Room 244, phone 29-3576. Cease expressed appreciation for CRAG's generosity in permitting Commission to use their space and facilities.

DENVER CONFERENCE - Halvorson gave a brief report on the trip to Denver last week. He noted there were strong feelings between that commission and The Denver Council of Government. He felt the quality of the speakers for the Urban Conference was very good.

Rich noted they have 16 academic people working part time on the project, which is very research oriented. The Denver area has applied for an additional \$200,000 grant from HUD for a fiscal flow study. If the study is successful the methodology may be useful in other areas.

FUNDING - To date the Commission has received \$10,700 private and \$14,200 public matching funds, not including in kind contributions from CRAG, County, State, and PSU. Halvorson requested list of private contributors.

APPOINTMENTS TO THE COMMISSION - A motion was passed to approve the appointment of Fred Russell to the Commission. There are now 62 members, and the chairman is working to bring the membership up to 65.

PUBLIC INFORMATION PROGRAM - Bill Cross outlined the program components and costs, and a timetable and budget was distributed to the Executive Committee. PSU printing facilities will be used for the newsletter. Staff and committees have also been getting estimates from other printers for the brochures. At this time it is planned to have only one TV station produce a program and donate their assistance.

Cease pointed out that the goals should be 1. to get information from the people, 2. to keep the public informed, 3. to develop a constituency.

Stuhr: We must stress the idea that what we are doing will save the public money and simplify the bureaucracy.

Kirkpatrick: The cost figures we have now are only estimates. University of Portland Communication Dept. has offered their assistance.

Mays: The TV stations will cooperate, at very little costs to us, if we are specific in our requests.

Cross proposed the Commission hire a professional person to assist with the script writing.

Cease: In Phase II we will have a formalized public information committee.

Rich: If we use the total \$10,000 of the budget for public information, we have nothing left for outside studies and research projects.

We could go ahead with the newsletters and brochures, and leave the TV program until we can raise more money.

Tippens moved we adopt the plan in principle, with the budget left open,

Stuhr seconded. Motion passed. The budget for this plan will be discussed at the next Executive Committee meeting, April 21.

Roberts: We should indentify our audience and develop the materials directed to a specific public in order to obtain the best results.'

The public information will be presented to the commission at the coast conference.

APRIL CONFERENCE - A revised Agenda was presented and approved by the committee. Name badges will be provided showing the number of the descussion groups.

COMMITTEE STRUCTURE - Essentially the Commission will use the Phase I committees during Phase II, with slight modifications. Areas of activity need to be laid out more specifically for each committee.

Cease asked the committee to give some thought to creating a separate committee to look at the area of human resources. There was general agreement to this plan, which will be further discussed at the Executive Committee meeting Sunday, April 11. He also noted he plans to appoint an Ad Hoc Committee at the conference to draft policy guidelines for Phase II. Committee Chairmen will be asked whether they would like to continue with their present committees.

Committee chairmen may be asked to attend the Executive Committee meetings once a month, and perhaps include the vice-chairmen.

By the end of the conference commission members will have a clear idea of the committees' structure, the public information program and the problems and issues for Phase II and major goals.

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