

MINUTES OF THE COUNCIL INTERNAL AFFAIRS COMMITTEE
OF THE METROPOLITAN SERVICE DISTRICT

March 17, 1988

Committee Members Present: Councilors Mike Ragsdale (Chair), Gary Hansen (V. Chair), Tanya Collier and Sharron Kelley

Committee Members Absent: Councilors Larry Cooper, David Knowles and Richard Waker

Chair Ragsdale called the meeting to order at 4:00 p.m.

1. Consideration of Minutes

Motion: Councilor Kelley moved, seconded by Councilor Collier, to approve the minutes of March 3, 1988.

Vote: A vote on the motion resulted in all four Councilors present voting aye. Councilor Cooper, Knowles and Waker were absent.

The motion carried and the minutes were approved.

2. Council Reorganization:

Consideration of Ordinance No. 88-241, Amending Chapter 2.01 of the Metro Code Pertaining to Council Organization and Procedure (Public Hearing); and

Consideration of Resolution No. 88-874, for the Purpose of Adopting Procedures for Introducing Ordinances and Resolutions

Chair Ragsdale reported staff had prepared proposed amendments to the ordinance based on comments received at the March 3 Committee meeting. He then reviewed each section of the proposed ordinance. Significant discussion and motions to recommend Council adoption of each proposed amendment are noted below:

Main Motion: Councilor Hansen moved, seconded by Councilor Collier, to recommend the full Council adopt Ordinance No. 88-241.

Section 2.0.010: Officers

First Motion to Amend: Councilor Kelley moved to recommend adoption of the proposed amendments to Section 2.01.010.

Vote on the First Motion to Amend: The vote resulted in all four Councilors present voting aye. The motion carried.

Section 2.01.020: Clerk of the Council

Don Carlson explained the amended language had been suggested as a result of public testimony by Claire Green and Connie Hawes.

Second Motion to Amend: Councilor Collier moved to recommend adoption of the proposed amendments to Section 2.01.020.

Vote on the Second Motion to Amend: The vote resulted in all four Councilors present voting aye. The motion carried.

Section 2.01.060: Notice and Agenda

The Committee discussed whether it was appropriate for a Council Committee to consider Urban Growth Boundary or other contested cases. Chair Ragsdale said he had requested the General Counsel to render an opinion on the matter.

Third Motion to Amend: Councilor Kelley moved to recommend adoption of the proposed amendments to Section 2.01.060.

Vote on the Third Motion to Amend: The vote resulted in all four Councilors present voting aye. The motion carried.

Section 2.01.140: Standing Committees of the Council

After discussion, it was agreed to delete the last sentence of Section 2.01.140(g)(1) which specified the number of members constituting quorums for five and seven-member committees. It was also agreed to add to Section 2.01.001 "Definitions" a definition for "quorum" as being a majority of the Council or Committee.

Fourth Motion to Amend: Councilor Collier moved to delete the last sentence of Section 2.01.140(g)(1) and to add a definition for "quorum" to Section 2.01.001.

Vote on the Fourth Motion to Amend: The vote resulted in all four Councilors present voting aye. The motion carried.

The Committee discussed the process by which an item could be pulled from a Committee for full Council consideration. It was agreed a formal process was needed to consider motions to pull matters from Committees and that such motions should be made during the "Councilor Communications" agenda category at Council meetings.

Internal Affairs Committee
March 17, 1988
Page 3

Fifth Motion to Amend: Councilor Collier moved the following language be added to Section 2.01.040(h) and (k): "Consideration of such action shall come under the agenda item of Councilor Communications."

Vote on the Fifth Motion to Amend: The vote resulted in all four Councilors present voting aye. The motion carried.

Chair Ragsdale suggested the Council consider at some future time rules for a formal process of submitting and guaranteeing equal status of minority reports. The process could include giving notice to the Clerk and printing the minority report in the agenda.

Vote on the Main Motion as Amended: The vote on the motion to recommend the full Council adopt Ordinance No. 88-241A as amended resulted in all four Councilors present voting aye. The motion carried.

After a brief discussion the Committee decided to take no action on Resolution No. 88-874 and postponed consideration until the next meeting.

Chair Ragsdale asked that all Councilors be provided with copies of Roberts Rules of Order, Revised, and that staff schedule a work session for Councilors regarding parliamentary procedures.

3. COUNCIL STAFFING

Consideration of Resolution No. 88-891, for the Purpose of Authorizing Two New Positions (Secretary and Analyst), Amending the Pay and Classification Plans, and Amending the FY 1987-88 Budget and Appropriations Schedule; and

Consideration of Resolution No. 88-892, for the Purpose of Clarifying the Employment Status of Council Staff

Don Carlson reviewed staff's report including the proposed job descriptions for the Analyst and Secretary positions. Exhibits C and D to Resolution No. 88-891 which showed the budget impacts of the staffing request were inadvertently omitted from staff's report. He requested the Committee grant approval for staff initiating the in-house recruitment process with the understanding hiring would not take place until the resolution was adopted by the Council.

An extensive discussion followed about the process by which suitable candidates should be recruited for the positions. Councilor Collier felt strongly the Council Administrator should open recruitment to

an outside process which would ensure affirmative action and hiring the best qualified people. Councilor Hansen thought Metro's Personnel Rules, which allowed for hiring a candidate after in-house recruitment, would ensure affirmative action and competitive hiring. Mr. Carlson said he would create a selection committee for both positions to ensure the best people were hired.

Motion: Councilor Kelley moved, seconded by Councilor Collier, to recommend the full Council adopt Resolution No. 88-891 to include Exhibits C and D.

Vote: A vote on the motion resulted in all four Councilors present voting aye. The motion carried.

Motion: Councilor Kelley moved to recommend the full Council adopt Resolution No. 88-892.

Vote: A vote on the motion resulted in all four Councilors present voting aye. The motion carried.

Mr. Carlson summarized staff's report on Resolution No. 88-892, explaining the resolution embodied the recommendations made by the Council's task force on Council staffing.

Motion: Councilor Hansen moved to authorize the Council Administrator to begin the in-house hiring process for the Secretary and Analyst position.

Vote: A vote on the motion resulted in all four Councilors present voting aye. The motion carried.

Motion: Councilor Collier moved to require staff to conduct an open hiring process (i.e., recruit outside the agency) for the Secretary and Analyst positions.

Vote: A vote on the motion resulted in:

Ayes: Councilors Kelley and Collier

Nays: Councilor Ragsdale and Hansen

Absent: Councilors Cooper, Knowles and Waker

The motion failed.

Chair Ragsdale said he did not support Councilor Collier's motion because it would require a change from Metro's Personnel Rules. He suggested the Councilor introduce an ordinance to change the Rules if she disagreed with the current hiring practices.

Internal Affairs Committee
March 17, 1988
Page 5

There was no other business and the meeting adjourned at 5:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "A. Marie Nelson". The signature is written in black ink and is positioned above the typed name.

A. Marie Nelson
Clerk of the Council

amn
9256C/313-2
04/07/88