

MINUTES OF THE COUNCIL COORDINATING COMMITTEE

REGULAR MEETING

June 18, 1984

Committee Members Present: Councilors Bonner, Hansen, Kafoury, Kirkpatrick, and Williamson.

Other Councilors Present: Councilors Banzer and Van Bergen.

Also Present: Rick Gustafson, Executive Officer.

Staff Present: Don Carlson, Ray Barker, Sue Klobertanz, Jennifer Sims, Chum Chitty, and Cathy Vandehey

Testifiers: Mike Hannigan and Eric Olson.

A regular meeting of the Council Coordinating Committee was called to order at 5:40 p.m. by Vice Chairperson Kafoury.

Minutes

Motion: Councilor Williamson moved approval of the minutes of May 14, 1984. Councilor Kirkpatrick seconded the motion.

Vote: The vote on the motion resulted in:

Ayes: Councilors Kafoury, Kirkpatrick, and Williamson.

Nays: None.

Absent: Councilors Bonner and Hansen.

Motion carried.

Consideration of Ordinance No. 84-175, relating to Public Contract Procedures and amending Code Sections 2.04.001, 002, 003, 005, 010, 015, 020, 030, 035, 040 and 045.

Don Carlson, Deputy Executive Officer, briefly outlined the elements of the ordinance and explained it was primarily a housekeeping and not a policy changing ordinance. Sue Klobertanz, Management Analyst, presented a memorandum dated June 12 entitled, "Changes in Contract Procedures as Reflected by Contract Ordinance No. 84-175" (a copy of the memorandum is attached to the agenda of the meeting).

Motion: Councilor Kirkpatrick moved that the Committee recommend Council adoption of Ordinance No. 84-175. Councilor Hansen seconded the motion.

Vote: The vote on the motion resulted in:

Ayes: Councilors Bonner, Hansen, Kafoury, Kirkpatrick, and Williamson.

Nays: None.

Motion carried.

Consideration of Ordinance No. 84-173, relating to the 1983-84 Budget and Appropriations Schedule; and amending Ordinance No. 83-153.

Jennifer Sims, Budget & Administrative Services Manager, presented the staff report, as contained in the agenda of the meeting.

Motion: Councilor Kafoury moved that the Committee recommend Council adoption of Ordinance No. 84-173. Councilor Williamson seconded the motion.

Vote: The vote on the motion resulted in:

Ayes: Councilors Bonner, Hansen, Kafoury, Kirkpatrick, and Williamson.

Nays: None.

Motion carried.

Consideration of contract for the purchase, installation and service of a telephone system.

Jennifer Sims distributed and presented the staff report (attached to the agenda of the meeting). She outlined the process used to select the recommended vendor and explained the criteria used to evaluate each of the bids. Ms. Sims stated that the Executive Officer was recommending that the contract be awarded to PACCOM.

Mr. Mike Hannigan, representing Selectron, 7401 S.W. Capitol Highway, stated that in the staff's draft report, which was shared with all of the vendors prior to finalization, there were statements made that were negative to Selectron. He requested that there be a

retraction of those statements. He also indicated that Selectron had more experience than PACCOM and was certified to install a telephone system.

Chairperson Bonner requested that Mr. Hannigan have Selectron submit a letter requesting what relief they would like to have from Metro regarding the alleged negative statements. He also asked Mr. Gustafson to work with the Committee to determine a response to Selectron.

Ms. Sims stated that she had talked with the manufacturer of the telephone system who had indicated that Selectron did not have anyone on their staff who was certified to install the particular system that Metro was contracting for.

Mr. Eric Olson, representing FirstTel, 14255 S.W. Brigadoon Court, Beaverton, stated that initially the number of dataphones requested had been nine, which would have made FirstTel the low bid, and had been changed to six, which made PACCOM the low bid. He asked if the six dataphones was accurate. Mr. Gustafson responded that with the current and the projected 1984-85 budget for terminals, the total need was for six dataphones.

Motion: Councilor Kafoury moved to recommend to the Council the Executive Officer's recommendation as outlined in his memorandum to the Coordinating Committee dated June 18, 1984. Councilor Kirkpatrick seconded the motion.

Vote: The vote on the motion resulted in:

Ayes: Councilors Bonner, Hansen, Kafoury, and Kirkpatrick.

Nays: None.

Absent: Councilor Williamson.

Motion carried.

Councilor Hansen requested that in the future when it is proposed to award a contract to other than the low bidder, that more specific information regarding certification and experience be included.

Consideration of Resolution No. 84-471, for the purpose of amending Classification and Pay Plans for the Metropolitan Service District.

Councilor Kafoury indicated that she had met and reviewed with Mr. Barker, Mr. Karnuth and Ms. Sims the Pay and Classification Plans.

She said her comments were included in a memorandum to the Committee dated June 7, 1984 (attached to the agenda of the meeting). She also indicated that Mr. Gustafson had responded to the points she had raised and that they had discussed his response to her memo.. She said she believed they were in accord and the recommendation met the concerns expressed by the Committee at their last meeting.

Ms. Sims submitted an amended resolution which included the designation of non-exempt positions eligible for overtime compensation and a two percent cost of living salary adjustment for the Executive Officer. She said the Executive Officer was not subject to the Pay & Classification Plan as an elected official; that the last increase awarded was in January of 1983 and no increases were forthcoming.

Motion: Councilor Kafoury moved to amend the Classification Plan portion of the Resolution to note that the IRC Administrator classification will expire on June 30, 1985. Councilor Kirkpatrick seconded the motion.

Vote: The vote on the motion resulted in:

Ayes: Councilors Bonner, Hansen, Kafoury, and Kirkpatrick.

Nays: None.

Absent: Councilor Williamson.

Motion carried.

Motion: Councilor Kafoury moved to amend the Implementation Strategy (Appendix "C" of Resolution No. 84-471) to read as follows:

1. Merge the Zoo and non-Zoo Plans in a two-step process to be completed by July 1, 1985. Provide at least a 2 percent salary differential catch-up to non-Zoo employees on July 1, 1984. The remaining difference will be made up on or before July 1, 1986.

and,

3. In addition, continue the three extra personal holidays for a total of five for non-Zoo employees in FY 1984-85. End the award of extra personal holidays ~~on July 1, 1985~~ when the pay differential is removed.

Councilor Kirkpatrick seconded the motion.

Vote: The vote on the motion resulted in:

Ayes: Councilors Bonner, Hansen, Kafoury, and Kirkpatrick.

Nays: None.

Absent: Councilor Williamson.

Motion carried.

Motion: Councilor Kafoury moved that the Committee recommend Council adoption of Resolution No. 84-471, as amended. Councilor Kirkpatrick seconded the motion.

Councilor Kafoury asked how the Executive Officer's salary was set. Mr. Gustafson responded that the State Law set a minimum salary at the same level as those of District Court Judges. He said the Council is suppose to set up a compensation commission each year to review his salary and make recommendations to the Council. He said the commission had met once and made a recommendation for a salary increase which he opposed.

Councilor Kafoury requested and the Committee concurred that an effective date of July 1 be inserted in the Resolution for the Pay and Classification Plans, except for the one retroactive position.

Vote: The vote on the motion resulted in:

Ayes: Councilors Bonner, Hansen, Kafoury, and Kirkpatrick.

Nays: None.

Absent: Councilor Williamson.

Motion carried.

Consideration of amendment to the FY 1984-85 Budget for the purpose of providing for the attendance of Metro Councilors at Regional Conferences.

Mr. Barker, Council Assistant, presented the staff report as contained in the agenda of the meeting.

Councilor Kafoury suggested that funds be set aside to offset costs but not provide for full reimbursement.

Chairperson Bonner suggested that when a Councilor is requested to go to a conference, that there be a narrative explaining why the Councilor is being requested to go. He also said that the funding should not be limited to just NARC and COG conferences. He said the Presiding Officer should have the flexibility to send a Councilor some other place than to a NARC conference.

Motion: Councilor Kafoury moved to amend the 1984-85 budget to include a \$4,000 fund to pay for travel costs for Councilors to attend specific Council-related conferences at the discretion of the Presiding Officer. A major priority for the use of the funds would be to encourage participation at Western COG and annual NARC conferences.

Vote: The vote on the motion resulted in:

Ayes: Councilors Bonner, Hansen, Kafoury, and Kirkpatrick.

Nays: None.

Absent: Councilor Williamson.

Motion carried.

1984-85 Budget Amendments - Informational

Ms. Sims explained that since the first reading of the 1984-85 budget ordinance there were four proposed amendments to it. She said those amendments would be the addition of the Pay & Class Plan adjustments, the cost of living adjustment for the Executive Officer, the increased personal services costs for the new General Counsel, and the \$4,000 for the Council Travel Fund for conferences.

Consideration of Resolution No. 84-478, for the purpose of restructuring Council meetings and reorganizing Committees of the Metropolitan District.

Chairperson Bonner stated that the staff had prepared a more specific outline of what the purpose and organization of proposed Council Management Committee would be. He asked for committee comments regarding the Management Committee.

Councilor Hansen argued that the planning of agendas should be left with the Presiding Officer and not with the Management Committee. Councilor Kafoury suggested that the wording could be changed to state that the committee "may" plan agendas instead of "would" plan agendas.

Motion: Councilor Hansen moved deletion of the Task Forces section of Exhibit "A".

Councilor Hansen stated that discussion, planning and recommendations for the establishment of task forces should be left with the Council and not given to the Management Committee. He said he believed the Management Committee became a policy committee when it became involved with the task forces.

Councilor Kafoury stated she opposed the deletion. She said she believed the way it should function was that when the Council decided that it wanted to establish a task force to study something, it would charge the Management Committee to develop a specific work program and come back to the Council with a list of recommended members. She said as a member of the full Council did not want to write work programs or come up with people in a Council meeting. She said the Committee was the logical place for that kind of activity to occur.

Vote: The vote on the motion resulted in:

Ayes: Councilor Hansen.

Nays: Councilors Bonner, Kafoury, and Kirkpatrick.

Motion failed.

Motion: Councilor Kafoury moved that the Committee recommend Council adoption of Resolution No. 84-478 with the following amendments: Amend Section 1 of Exhibit A to delete the word "would" and substitute the word "may" in the second sentence--the second sentence to read "It may plan agendas for formal and informal Council meetings, and to amend Section 3 of Exhibit A to delete the word "all" in the second sentence--to read as follows: The Committee would assist the Council by reviewing and recommending action on ~~all~~ requests for Council task forces.

Councilor Hansen indicated that he was going to vote against the motion because he did not believe that the Council could eliminate the standing committees and still only have two Council meetings a month. He said he was also not pleased with the Management Committee.

Vote: The vote on the motion resulted in:

Ayes: Councilors Bonner, Kafoury, and Kirkpatrick.

Nays: Councilor Hansen.

Absent: Councilor Williamson.

Motion carried.

There being no further business, the meeting adjourned at 7:45 p.m.

Written by Everlee Flanigan