

MEETING REPORT

DATE OF MEETING: September 4, 1979

GROUP/SUBJECT: Ways and Means Committee

PERSONS ATTENDING: Couns. Jack Deines, Donna Stuhr, Mike Burton, Corky Kirkpatrick and Cindy Banzer

Executive Officer Rick Gustafson

Staff: Denton Kent and Charlie Shell

MEDIA: None

SUMMARY:

Chairman Corky Kirkpatrick called the meeting to order at 5:30 p.m., opening discussion on the Charge to the Finance Task Force. The Committee approved the revisions made by staff to a previous draft. Coun. Kirkpatrick introduced a list of potential appointees to the Task Force for Committee consideration. The Committee suggested additional names to be added to the list. Couns. Kirkpatrick and Burton and Executive Officer Gustafson will review the list and present a final recommendation to the Council at its September 13 meeting.

A draft of proposed guidelines on the use of Per Diem and request for reimbursement of other expenses was reviewed. Coun. Kirkpatrick indicated that she would present a draft document to the Council for consideration at its September 13 meeting.

Letters were received from the Portland Area Women's Political Caucus and from Oregon Now, Inc., supporting the position that child care should be an allowable Council expense. A phone message from the Portland Chapter of NOW supporting this position was also relayed by staff. Coun. Banzer expressed her position that child care expenses should be reimbursed.

Coun. Deines stated his view that the determination of what expenses were to be requested for reimbursement should be left to each Councilor's discretion. He noted that Councilors would have to defend their own record should they decide to run for office again. Coun. Stuhr agreed that Councilors should not be in the position of telling other Councilors how to spend their expense allowance.

Coun. Burton noted that guidelines were needed on out of state travels. He suggested that Per Diem not be allowed but that actual expenses be reimbursed. Child care, in his view, would be an allowable expense. He also suggested tightening the definition of official meetings used to claim Per Diem to mean only Council or

regularly assigned Committee meetings. An exception could be made to allow Per Diem if a Committee requested the attendance of a Councilor who was not a regular Committee member.

Coun. Deines asked that Councilors be made aware of conferences which staff now attend. He suggested that travel and lodging should be paid from a source other than the Councilors expense allowance.

Executive Officer Gustafson stated that such a provision in any guidelines should be stated as a special exception to be made by the Council as a whole to be paid from a source in the budget which was controlled by the Council.

Coun. Kirkpatrick suggested drawing on a Council contingency for general meeting expense.

The Committee discussed the issue of whether other expenses could be claimed on Per Diem days. Coun. Kirkpatrick recommended that the Council follow the state guidelines, which excluded other expenses when Per Diem is paid. Couns. Burton and Stuhr expressed their view that expenses incurred earlier in the day of a Council meeting should be allowed. However, Coun. Burton felt that two Per Diems should not be allowed for any one day. Non-Committee meetings would not qualify for Per Diem. Coun. Burton suggested that Internal Revenue Service Guidelines pertaining to business expenses allowed for deductions be followed.

The Committee then made specific changes in the draft guidelines which were to be passed on to the full Council for review.

Charles Shell discussed the format of financial reports which could be made available to the Council and requested that members of the Committee give their comments. Coun. Burton stated that he was pleased with the report, adding that while the Council might not be expected to take specific action on these reports, he saw them as being useful to assist the Council to keep informed on how funds were being spent.

The Committee then recommended approval of an extension of the Word Processing Equipment Lease.

The meeting was adjourned.

REPORT WRITTEN BY: Charles Shell

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Executive Officer

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