

W O R K S E S S I O N

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METRO

MEETING: METRO COUNCIL WORK SESSION
DATE: May 9, 1995
DAY: Tuesday
TIME: 2:00 PM
PLACE: Oregon Convention Center Room C-125

******PLEASE NOTE CHANGE IN MEETING PLACE******

2:00 PM **CALL TO ORDER AND ROLL CALL**

2:15 PM 1. Discussion of Metro Council's Mission, Goals, and Process Hertzberg
(3 hours)

 2. **COUNCILOR COMMUNICATIONS**

5:00 PM **ADJOURN**

Items scheduled at the work session may be continued for further discussion or action at the regular Thursday Council meeting.

For assistance/Services per the Americans with Disabilities Act (ADA), dial TDD 797-1804 or 797-1540 (Council Office)

* All times listed on the agenda are approximate; items may not be considered in the exact order listed.

METRO MISSION AND VALUES

Metro Council

April 27, 1995

MISSION

**Metro will provide innovative leadership
based on
a regional perspective,
an ongoing planning orientation,
and a focus on issues which cross local boundaries and require
collaborative solutions.**

VALUES

- **Think regionally, act regionally**
- **Integrate social, cultural, environmental, and economic factors in decision making**
- **Be proactive, flexible, and innovative**
- **Anticipate emerging issues with information and planning**
- **Use incentives whenever possible**
- **Hold jurisdictions to the standards they set**
- **Do not cling to ideas, plans, or programs**
- **Deal fairly and equitably with all**

Roles of Metro Council and Executive

April 25, 1995

<p>Council</p>	<ul style="list-style-type: none"> ■ Adopt goals ■ Establish and review policies ■ Review and set budget ■ Establish, review, and approve long-term revenue sources ■ Refer funding measures to voters ■ Approve contracts and contract revisions ■ Approve employee contracts ■ Perform quasi-judicial functions ■ Hire and manage council staff
<p>Executive</p>	<ul style="list-style-type: none"> ■ Create and present a budget based on Council policies ■ Implement policy based on Council direction ■ Operate the agency <ul style="list-style-type: none"> – Manage facilities – Hire and manage staff (except Council staff) – Provide direct services ■ Keep Council informed on agency operations ■ Negotiate labor contracts ■ Recommend contracts and contract revisions
<p>Both</p>	<ul style="list-style-type: none"> ■ Maintain fiscal responsibility ■ Keep each other informed ■ Identify issues ■ Suggest policies ■ Propose goals ■ Generate ideas for long-term revenue sources ■ Continually strive to run Metro more efficiently ■ Gather and disseminate public information <ul style="list-style-type: none"> – Executive emphasis more toward operational, objective, technical information – Council emphasis more toward social, political, interpreted information and analysis ■ Work with citizens <ul style="list-style-type: none"> – Executive emphasis more toward day to day operations – Council emphasis more toward accountability ■ Promote teamwork

Summary of Discussion on Processes and Procedures

Dialogue with Executive

Presiding Officer McFarland will forward copies of the Council's draft mission, values, and roles to the Executive for comment and invite him to join in a discussion with the full Council if appropriate.

Metro Council and Agency Staff

- Requests for information: Go to department heads (including Zoo director and MERC chair and/or general manager)
- Requests for staff action: Go to Executive or enact resolution or ordinance
- Council and department head and/or Executive should lay the groundwork for a working relationship between Council staff and agency staff, who work directly together pursuant to workplans. If misunderstandings or problems arise among staff, they should be referred to department heads, and Councilors.

Representing Districts

- Each Councilor is expected to be particularly responsive to his/her own constituents
- When inquiries and opportunities come to the attention of any Councilor, they should be referred to the district Councilor as a matter of courtesy.
- As team members, all Councilors will work with people in all districts. It is understood that on particular issues a Councilor may disagree with the district Councilor in a public forum in his/her own district.
- When agency staff make public appearances, they should inform the district Councilor as a matter of courtesy.

Committees

To help identify issues, draft resolutions and ordinances, and set timelines for decisions, four committees will be formed.

Solid Waste

Kvistad, chair
McLain, vice chair
McFarland

Land Use Planning

McLain, chair
Morissette, vice chair
McCaig

Transportation

Monroe, chair
Kvistad, vice chair
Washington

Regional Facilities

Washington, chair
McCaig, vice chair
Morissette

All Councilors are welcome to attend any committee meeting.

The Budget and Finance Committee will continue to be a committee of the whole, chaired by Councilor McCaig and vice chaired by Councilor Monroe.

Presiding Officer McFarland will attend to the procedures necessary to implement the committee system as soon as possible, and no later than July 1, 1995. Committees will meet on Tuesday afternoons in lieu of work sessions.

Decision Making

Councilors affirmed a commitment to make decisions in a public setting with rules and open discussion. If a decision needs to be reopened, it will be in a public setting.

Role of the Presiding Officer

- Preside at meetings
- Keep Councilors up to date on Metro issues, taking care to make sure the same information is available to all Councilors
- Serve as principal liaison to Executive on behalf of Council
- Serve as principal representative of Council to public
- Expedite functions of other Councilors
- Appoint Councilors to both internal and outside committees and task forces
- Exercise leadership
- Personally interface with individual Councilors on divisive issues
- Intervene in disputes between Councilors regarding allocation of staff time
- Intervene to enforce on Councilors rules of behavior they agree to apply to themselves
- Ensure that Council/individual Councilors get staff assistance it needs
 - Directly supervise analysts
 - Indirectly supervise support staff, in concert with Councilors working with staff assigned to them
- Assume ultimate authority for hiring and firing of Council staff
- This authority will be exercised in consultation with all Councilors; when extraordinary circumstances arise, the Presiding Officer will inform all Councilors and solicit their advice
- The Assistant to the Presiding Officer serves at the discretion of the Presiding Officer; some Councilors believe this is a weakness of the model

When tensions arise during Council meetings, the Presiding Officer will call for a recess. Each Councilor will also take personal responsibility to intervene constructively. The Deputy Presiding Officer will pay special attention to situations in which the Presiding Officer is involved.

Metro Representation on Commissions, Committees, and Task Forces

On some, it is important that Metro be represented by a member of the Council. On others, it would be more appropriate for the representative to be a member of the Council or agency staff. Some do not require Metro representation at all.

All Councilors will review the current list based on their understanding of the mission and values statements. For each opportunity, each Councilor will indicate whether Metro needs to be represented, and if so whether the representative should be a Councilor, Council staff person, or agency staff person. The lists will be returned to the Presiding Officer, who will schedule a meeting to discuss the results.