

**Agenda for the Board of Commissioners**  
**Multnomah Building, Board Room 100**

**SPECIAL BOARD MEETING**

**Tuesday, September 27, 2011 @ 10:00 am**

*As outlined in Section 4.B (1) & (2), special meetings may be called by the Chair or three other Board members. The special meeting notice must include an agenda of items for consideration. The notice must be delivered personally to each Commissioner or the Commissioner's office or residence at least 24 hours before the meeting. Board action at a special meeting, except adoption of an emergency ordinance, does not take effect unless ratified at the next regular meeting.*

**Chair Jeff Cogen convenes the meeting at 10:00 a.m. with Vice-Chair Deborah Kafoury and Commissioners Diane McKeel, Loretta Smith and Judy Shiprack present.**

*Board Clerk reads title into record:*

**SM.1 RESOLUTION Filling a Vacancy in the Legislative Assembly,  
Oregon State Representative District 46**

*(Please note: in this case, we do NOT open the item with a vote. Per Jenny Morf, if we don't have a majority in favor of one candidate at the end of the first round of questioning, the Commissioners can ask additional or follow up questions to help decide. Once there is a majority, then the Chair will ask for a vote.)*

Chair Cogen welcomes and acknowledges the Candidates by name.

Each of the \_\_\_\_ candidates drew lots to determine the order that they'll provide their opening statements and answer questions. They will sit at the presenter's table in that order.

Each candidate has 5 minutes for their introductory remarks.

The Commissioners will then ask questions, with Commissioner Kafoury from District One asking the first question. The candidates will answer the first question in the order that they gave their opening statements.

Each candidate will have two minutes to answer each question.

Then, Commissioner Smith from District Two will ask the next question. The second candidate will be the first to answer District Two's question.

Then, District Three and Four will ask the next questions, followed by the Chair. We will rotate through the Board for one round of questions. At that time, we will do a time check, and see if we want to continue rotating questions or whether we are prepared to take a vote.

After that, the Commissioners will make statements and cast their votes in order by District beginning with District One and so forth and followed by the Chair.

If there is no conclusive vote, the Board will deliberate and take a second vote and continue until a candidate is selected by majority of Board votes. In order to be appointed to the House District, the candidate must receive a minimum of three votes.

A couple of notes:

- Commissioners can ask any follow up questions at any time in any order.
- They can address the follow ups to individual candidates or the entire group of candidates, at their discretion.
- Every candidate will be asked every question, but a candidate can choose to pass on any question.
- Commissioners can pass on asking a question.
- There will not be any public testimony taken at this meeting. This is a carefully prescribed process that we've used in the past.

However, some of the questions today came from the public via Facebook, Twitter, e-mail, etc.

I'd like to invite \_\_\_\_\_ (Candidate #1) to offer his/her introductory remarks. You will have five minutes.

Thank you \_\_\_\_\_ (Candidate #1) for your remarks.

Now \_\_\_\_\_ (Candidate #2 ) your remarks please.

Thank you \_\_\_\_\_ (Candidate #2) for your remarks.

\_\_\_\_\_ (Candidate #3), your remarks please.

Thank you \_\_\_\_\_ (Candidate #3) for your remarks.

The next part of the meeting will be asking questions of the candidate. Two minutes per candidate will be allocated for each question.

The first question will be asked by Commissioner Kafoury of \_\_\_\_\_ (Candidate #1).

**Kafoury:** \_\_\_\_\_ (Candidate #1), the question is: \_\_\_\_\_.

Candidate #1 answers the question.

**Kafoury:** \_\_\_\_\_ (Candidate #2), the question is: \_\_\_\_\_.

Candidate #2 answers the question.

**Kafoury:** \_\_\_\_\_ (Candidate #3), the question is: \_\_\_\_\_.

Candidate #3 answers the question.

Chair: Thank you. The next question will be asked by Commissioner Smith of \_\_\_\_\_ (Candidate #2).

**Smith:** \_\_\_\_\_ (Candidate #2), the question is: \_\_\_\_\_.

Candidate #2 answers the question.

**Smith:** \_\_\_\_\_ (Candidate #3), the question is: \_\_\_\_\_.

Candidate #3 answers the question.

**Smith:** \_\_\_\_\_ (Candidate #1), the question is: \_\_\_\_\_.

Candidate #1 answers the question.

Chair: Thank you. The next question will be asked by Commissioner Shiprack of \_\_\_\_\_ (Candidate #3).

**Shiprack:** \_\_\_\_\_ (Candidate #3), the question is:  
\_\_\_\_\_.

Candidate #3 answers the question.

**Shiprack:** \_\_\_\_\_ (Candidate #1), the question is:  
\_\_\_\_\_.

Candidate #1 answers the question.

**Shiprack:** \_\_\_\_\_ (Candidate #2), the question is:  
\_\_\_\_\_.

Candidate #2 answers the question.

Chair: Thank you. Next question will be asked by Commissioner McKeel of  
\_\_\_\_\_(Candidate#1)

**McKeel:** \_\_\_\_\_ (Candidate #1), the question is: \_\_\_\_\_.

Candidate #1 answers the question.

**McKeel:** \_\_\_\_\_ (Candidate #2), the question is: \_\_\_\_\_.

Candidate #2 answers the question.

**McKeel:** \_\_\_\_\_ (Candidate #3), the question is: \_\_\_\_\_.

Candidate #3 answers the question.

Chair: Thank you. I will ask the next question.

\_\_\_\_\_(Candidate #2), the question is:

Candidate #2 answers the question.

\_\_\_\_\_(Candidate #3), the question is:

Candidate #3 answers the question.

\_\_\_\_\_ (Candidate #1), the question is:

Candidate #1 answers the question.

Chair Cogen: At this point, the Candidates have answered one round of questions. Does anyone have other questions to ask of these candidates?

If there are no further questions, and if no one has any objections, it is my recommendation to call for the vote.

The process is that we go by District, and each Commissioner can make a statement.

Commissioner Kafoury makes her statement, then says: "I cast my vote for \_\_\_\_\_."

Commissioner Smith makes her statement, then says: "I cast my vote for \_\_\_\_\_."

Commissioner Shiprack makes her statement, then says: "I cast my vote for \_\_\_\_\_."

Commissioner McKeel makes her statement, then says: "I cast my vote for \_\_\_\_\_."

*The Chair makes his remarks last of the five, then says: "I cast my vote for \_\_\_\_\_."*

*The Chair asks for a motion.*

**May I have a motion to appoint \_\_\_\_\_ to fill the vacancy in the Legislative Assembly, Oregon State Representative District 46 seat?**

**Commissioner \_\_\_\_\_ makes the motion**

**Commissioner \_\_\_\_\_ seconds the motion.**

**All in favor, vote aye \_\_\_\_\_**

**Opposed? \_\_\_\_\_**

**The motion carries, and the Resolution is approved!**

**Congratulations \_\_\_\_\_! You are invited to make remarks as the newly appointed Representative.**

*Following remarks, the Chair calls for adjournment.*

**There being no further business, this Special Board Meeting is adjourned.**