

7/20/89 meeting

MULTNOMAH COUNTY HOME RULE CHARTER COMMITTEE
ORIENTATION SESSION MINUTES
Thursday July 20, 1989

COMMITTEE MEMBERS PRESENT: Ann Porter, Lana Butterfield, Liberty Lane, Mark Johnson, David Chambers, Monica Little, Nicholas Teeney, Casey Short, Victor Anfuso

OTHERS PRESENT: Commissioner Gladys McCoy, Hank Miggins, Mike Dolan, Larry Kressel, Dave Boyer, Fred Christ, Blanche Schroeder, Fred Neal, Delma Farrell

1. Commissioner McCoy welcomed the members and thanked them for their willingness to serve. She stated the purpose of this session as one of getting the Committee together and ready to function and of advising members of the services provided for their use. The Commissioner stressed that while the Committee is an independent body, County officials and staff are available for questions and assistance. She gave a brief history of the Home Rule Charter and introduced the agenda.

2. Dave Boyer, County Finance Director, recommended that at its first formal meeting, one or two people be selected to be responsible for the Committee budget. The Finance Division will instruct these people in step by step procedures for bill payment and whatever other forms or procedures may be necessary to direct their budget. He reported that the Board budgeted \$43,000 for the Charter Review Committee.

3. Hank Miggins, Executive Assistant to the Chair, reported the following:

a. an office and conference room have been set aside for Committee use on the 15th floor of the Portland Building;

b. a telephone will be installed in the office;

c. arrangements can be made to allow the Committee to use Conference Room A on the 14th floor of the Portland Building;

d. Committee members may park without charge after 5:00 p.m. in the Portland Building garage. The parking facility closes at 10:00 p.m.

e. Arrangements for access to the building have been made with building security;

f. the County Employee Relations Division is available to assist with staff hiring;

g. copies of the archive records of the last Charter Review Committee are available from the Chair's Office. Records from this session will need to be similarly archived and the need to keep accurate written records was stressed.

h. The Chair's Office will provide a staff member to assist the Committee until their own staff is on board;

i. the Chair's Office will collect resumes from persons interested in Committee staff positions and will make them available at the first meeting.

4. Larry Kressel, the County's Chief Legal Counsel, outlined briefly some of the provisions of the Charter relative to the Charter Review Committee:

- a. the Committee is an independent body;
- b. recommendations for Charter changes must be submitted to the voters;
- c. open meeting laws apply to Committee meetings;
- d. the Committee may organize and structure itself as it chooses, including setting quorum levels.

Casey Short asked about the scope of proposed Charter changes. Can the Committee propose an entirely new Charter, or must changes be presented as individual pieces?

Larry Kressel answered that statutory requirements limit amendments to one subject at a time. However, there is no limit to the number of amendments which may be proposed. Ann Porter noted that the last Charter Review Committee proposed 18 amendments, 16 of which passed.

Ann Porter announced that she is interested in chairing this Committee, but that an election at this meeting might be premature. She suggested the members select a date and time for their first formal meeting and agree on an agenda.

Thursday August 10, 1989 from 5:30 - 7:00 p.m. was decided on for the first meeting. The Committee will meet in Conference Room A on the 14th floor of the Portland Building. It was decided to focus the meeting on organizational strategies and defer substantive charter discussions to later sessions. The following agenda was agreed on:

- 1. Election of Officers
- 2. Establish Rules and Procedures
 - a. Committee/Subcommittee structure
 - b. Quorum Levels
- 3. Staffing
 - a. Staff job description
- 4. Dealing with the Press

Ann Porter agreed to contact the County Clerk to arrange for proper public notice for the first meeting.

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The following additions/changes were made to the Committee Membership list:

David Chambers

Home Telephone 665-0472

Work Telephone 248-5141

Liberty Lane

Home Telephone 667-5001

Work Telephone 669-2541

Monica Little

Work Telephone 221-1646 X-238

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Outline of Charter Provisions Concerning Charter Review
Committee

Prepared by Laurence Kressel, County Counsel.

Functions of Committee (see charter section 12.30)

1. Comprehensive study of charter
2. No requirement that any changes be proposed.

Procedure (see charter section 12.40 and 12.50)

1. Committee chooses its chairperson
2. Committee can establish procedures and organization
3. Open hearings and meetings

Report (see charter section 12.60)

1. Findings, conclusions and recommendations, including any charter amendment proposals, must be reported to the people and Board of Commissioners.
2. Report due at least 95 days prior to date of 1990 primary or date of 1990 general election.

Submission of Amendments to Voters (see charter 12.70)

1. All of the committee's proposed amendments must be submitted to voters at 1990 primary or general election or both.