

8/10/89 meeting

MULTNOMAH COUNTY HOME RULE CHARTER COMMITTEE

MEETING NOTICE

Thursday August 10, 1989

5:30 p.m.

Conference Room A

14th Floor Portland Building

1120 S. W. 5th Avenue

A G E N D A

1. Election of Officers
2. Rules and Procedures
3. Job Description
4. Public Relations
5. Other

MULTNOMAH COUNTY HOME RULE CHARTER COMMITTEE
Minutes from the Thursday, August 10, 1989 Meeting

COMMITTEE MEMBERS PRESENT: Ann Porter, Mark Johnson, Marcia Pry, Lavelle Vandenberg, David Chambers, Monica Little, Nicholas Teeny, Paul Norr, Liberty Lane, Lana Butterfield, Casey Short

OTHERS PRESENT: Commissioner Rick Bauman, Hank Miggins, Mike Dolan, Fred Crist, Ron Goodman (Metro Cable Access), Merlin Reynolds (CIC), Blanche Schroeder (Ptld Metro Chamber of Commerce), Donna Peterson

1. The meeting began with introductions of all committee members present and a brief description of their backgrounds. Ann Porter distributed copies of the Proposed Rules of Operation, descriptions of Officers' duties and preliminary work plans from the last charter review committee as a potential starting point for the group's discussion on organization.
2. Marcia Pry nominated Ann Porter for the position of Chair. This motion was seconded by Casey Short and Ann was elected Chair by unanimous ballot. The meeting was then turned over to Ann who moved for nominations for the position of Vice-Chair. Paul Norr nominated Mark Johnson. This motion was seconded by Marcia Pry and Mark was elected by unanimous ballot.
3. The Chair then stated she wanted to appoint a sub-committee comprised of a minimum of 3 people to develop the committee's rules and procedures. Paul Norr, Marcia Pry and David Chambers volunteered to form the sub-committee on rules and procedures. Paul was selected to chair this group. Discussion ensued regarding the size of a quorum and of a reappointment process should a current member be unable to continue serving on the committee. It was decided that these were issues which the sub-committee on rules would study and then present proposals to the full group.
4. Lavelle Vandenberg noted that although Dave Boyer, County Finance Director, had recommended at the orientation meeting that 2 or 3 people serve as a budget committee that this was contrary to the last charter commission's rules. Ann Porter stated that two signers on a check would be fine. Paul Norr noted that in the past checks for committee expenditures had been issued from the Chair's office. Hank Miggins concurred that this was the practice but noted that checks would still require committee members' authorization and signatures.
5. The Chair then appointed the following members to form a sub-committee on Personnel to begin hiring staff: Lavelle Vandenberg (Chair), Liberty Lane, Monica Little, Lana Butterfield, and Nicholas Teeny. The sub-committee will begin by reviewing position descriptions to make recommendations to the full committee regarding type and size of staff needed. Discussion ensued regarding what type of staff would be needed and whether they

should be full or part-time in light of budget constraints. After much discussion and in spite of the number of attorneys on the committee, it was decided that the Personnel sub-committee should consider the need for retaining independent counsel at least on an "as needed" basis to provide an unbiased corroboration of the committee's decisions and possibly to draft any ballot measures which might be needed. It was also noted that at least part-time clerical support would probably be needed to assist a full-time staff person. In responding to a question, Hank Miggins stated that the \$43,000 budget this year is approximately the same as the last committee's budget in real dollars. Casey Short reminded the committee that it's work will probably continue on into the next fiscal year possibly requiring a request for additional funds. It was finally decided that the Personnel sub-committee would review the last committee's staff job descriptions and make recommendations at the next meeting.

6. The fourth agenda item involved public relations. Discussion focused on a spokesperson for the entire group and the role of individual members with regard to the media. It was decided that the committee is a group of 13 co-equals who would remain free to express their own opinions but should stress that they were individual opinions. The Chair will speak as the committee voice. It was also decided that at some future date it might be worthwhile to appoint a sub-committee for public relations. Lana Butterfield and Mark Johnson volunteered to sit on such a sub-committee when it is formed.

7. All non-committee persons in attendance introduced themselves. Mike Dolan distributed lists of news outlets, phone numbers of media people and a list of people likely to be interested in the committee's work.

8. Discussion of future meeting dates took place. It was decided to hold committee meetings on the 2nd and 4th Wednesday of each month, beginning in September, at 7:00 pm to allow travel time from work. The discussion also involved whether or not to restrict hearing testimony from citizens to special meeting dates and reserve others for work sessions only. The Chair stated that in the past the practice was to allow citizens who appeared at meetings to speak regardless of the type of meeting which was being held at the time. Ann Porter also noted that it was her hope that the CIC would assist the committee in scheduling various meetings around the county to solicit input from citizens. She did state that it might be necessary to place a time limit on unsolicited testimony from citizens to reserve sufficient time for testimony from invited parties.

9. Other issues discussed: Expenditure items from budget other than salaries. The Chair noted that the County has agreed to supply office space, a phone and possibly a typewriter, but that all other necessities would come from the committee's budget allocation. Lavelle Vandenburg volunteered to review the last committee's budget for ideas on what expenditures will be required

and to make estimates for the current expense.

10. The Chair will set meeting agendas. It was agreed that whenever possible sub-committees will mail committee members their reports prior to the meeting at which they are scheduled for discussion. Ann Porter, the Chair, then announced that reports for the sub-committees on Rules and Procedure and on Personnel will be on the agenda for the next meeting. It was agreed that the next meeting of the Home Rule Charter Committee will be Wednesday, August 23, 1989 at 7:00 p.m. in Conference Room A of the Portland Building. The meeting adjourned at 6:35 p.m.