

## **DOWNSIZING COMMITTEE**

Tuesday, December 13, 2011

Administrative Center, Room 3220, 400 N. 4<sup>th</sup> St.

4:00 p.m.

**MEMBERS PRESENT:** Jim Berns, Sharon Hampson, Vicki Burke, Ray Ebert, Ralph Geary

**MEMBERS EXCUSED:** Monica Kruse, Andrea Richmond

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Steve O'Malley, Bill Shepherd, Margaret Norden, Tara Johnson

### **CALL TO ORDER AND ROLL CALL**

Co-Chair Hampson called the meeting to order at 4:01 p.m.

### **PUBLIC COMMENT**

None requested.

### **APPROVE MINUTES OF NOVEMBER 22, 2011, DOWNSIZING COMMITTEE MEETING**

**MOTION** by Geary/Berns to approve the Minutes of November 22, 2011, Downsizing Committee Meeting. **Motion carried unanimously.** Kruse, Richmond excused.

### **STAFF REPORTS**

#### **a. Clarification of statutes on Health, Human Services, and Commission on Aging**

Bill Shepherd provided a handout on statutorily mandated committees. There was discussion about whether reducing membership on any committee would violate the statutes, and Shepherd reported that it did not appear so. Discussion was held on the County Administrator and County Board Chair mutually agreeing on appointments that the statutes assign to the administrator.

#### **b. County Ordinance Standing Committees 1.41-1.49**

Steve O'Malley stated that major portions of the Ordinance will need to be redone, and that there should be a focus on not authorizing more than the state statutes require.

#### **c. Statutes governing selection of committee chairs and vice chairs**

##### **i. Information on 8 comparison counties**

A handout was provided that summarized a survey by the County Clerk of eight counties with comparable populations. The results were six of the eight holding elections, and the others having chairs appointed by the county board chair. Supervisor Burke gave the results of a telephone survey she conducted of 11 other counties, as follows: Eight of the counties have the committee elect chairs; two have the committee chairs appointed; one had the entire county board select chairs.

##### **ii. Vote on chair selection method to recommend to county board**

Lengthy discussion was held. Supervisor Ebert stated that while he was in favor of committees electing chairs, the chairs should select their own vice chair because they have to work together closely. Supervisor Johnson stated that the same rationale would also apply to the position of a county board chair that needs to work with committee chairs to provide collective leadership and direction. She stated that ensuring diversity of opinions could come from the county board chair having an expectation to be inclusive. She stated that contested chair elections could create divisiveness within committees and prevent direction from being set. Supervisor Burke stated that chair elections would give members an opportunity for input on Executive Committee membership and would allow a greater variety of opinions. Supervisor Berns spoke about the possibility of changing the composition of the Executive Committee. Supervisor Johnson suggested that the size of the Executive Committee could be increased, with the county board chair naming committee chairs that are competent to lead, but having at-large members elected by the full board. She also suggested a systemic approach as a better guarantee of creating diversity rather than expecting committee chair elections to provide that. **MOTION** by Burke/Ebert to recommend to the County Board that chairs and vice chairs of the five standing committees be elected by members of that committee. **Motion carried 4-1-2.** Hampson opposed; Kruse, Richmond excused.

#### **d. County Ordinance Chapter 1 General Government – Standing Committees**

Copies of the ordinance were distributed.

## **MEETING TIMES OF STANDING COMMITTEES; HOW DETERMINED?**

Supervisor Geary suggested that all standing committee meetings should be held at 4:00 p.m. or later to allow the public to attend. Steve O'Malley pointed out the difficulty of having attendance by management team and other staff, and fitting in all meetings within a three-day period during committee week. Discussion was held about accommodating member schedules. Committee consensus was to refer discussion to committee meetings.

## **COMMITTEE MEMBERSHIP, TERM LIMITS ON CHAIRS, AND MEMBERSHIP ON COMMITTEES**

Discussion was held about encouraging supervisors to change committees, which would create another opportunity for leadership. Supervisor Hampson suggested that committee chairs should also reinforce the message. The county board chair will also encourage members to think about changing committees.

## **ROLE OF PLANNING MEETINGS VS. COMMITTEE OF THE WHOLE**

### **a. Vote on recommendation to County Board**

Bill Shepherd reviewed Robert's Rules, which says that a committee of the whole can recommend amendments to resolutions, but cannot act on the amendment. He stated it would therefore have less authority than a standing committee, which can amend resolutions that originate in that committee. Supervisor Hampson stated that the planning meetings were started for education of the county board, but can be responsive to other needs. Steve O'Malley added that the ordinance states that in the case of an issue that can't wait for action at a county board meeting, the matter can be brought to the policy planning meeting for a vote, whereas a committee of the whole would not be able to vote. Discussion was held about a committee of the whole debate providing an opportunity for press coverage and public awareness of issues. No committee recommendation was made; a summary will be provided in the final report to the county board.

## **DECISION ON RETAINING CURRENT STANDING COMMITTEE STRUCTURE**

### **a. Vote on recommendation to County Board**

Discussion was held regarding disparity of workload on different committees. Supervisor Burke stated that it should be expected as part of the job. Supervisor Geary suggested that no supervisor serve on more than two committees. **MOTION** by Burke/Berns to recommend retaining six standing committees. **Motion carried unanimously.** Kruse, Richmond excused.

## **NUMBERS ON VARIOUS STANDING COMMITTEES**

Discussion was held regarding quorum issues and the potential of tie votes if each committee had six members. **MOTION** by Burke/Ebert to recommend the following committee membership numbers: Health & Human Services – six; Public Works & Infrastructure – six; Planning, Resources & Development – six; Aging & Long Term Care – six; Judiciary & Law – five. **Motion carried unanimously.** Kruse, Richmond excused.

## **ANY OTHER SUGGESTIONS FROM BOARD MEMBERS ON CHANGES**

There was no report of concerns from other supervisors.

## **ITEMS FOR FUTURE AGENDAS**

- Composition of Exec Committee – how it was formed and how to change
- Special committees requiring county supervisor representation
- Committee structure, membership, and meeting times to be included on each of the January, 2012, standing committee agendas

## **DETERMINE NEXT MEETING DATE**

The committee set the next meeting date for Tuesday, January 17, 2012, at 4:00 p.m.

## **ADJOURNMENT**

**MOTION** by Ebert/Berns to adjourn. **Motion carried unanimously.** Kruse, Richmond excused. The meeting adjourned at 6:15 p.m.

**Approved,** January 17, 2012, Margaret Norden, Recorder