

Committee for Community Involvement

OCTOBER 17, 2023 MEETING MINUTES

Time: 6 - 8 p.m.

Held via Zoom

CCI Attendees: Karen Bjorklund (Chair), Rick Cook, Brent Parries (Vice Chair), Gordon Slatford, Barbara Smolak, Laurie Swanson

CCI Members Not Present: Bill Merchant

Attending PGA Liaison to the CCI: Tonia Holowetzki

Public Attendees: None

MEETING MINUTES

1. Welcome, Introductions

No new attendees: no welcome or introductions necessary.

2. Approval of Meeting Minutes

June 2023 minutes. At the September CCI meeting, the committee voted to bring the June minutes back to the October meeting for final resolution. Chair Bjorklund reviewed the proposed changes to the minutes, particularly the section under the bylaws, with two options for consideration:

- Option 1: four bullet points only
- Option 2: all the details under the bullets

Gordon Slatford motioned to accept Option 2. Barbara Smolak seconded the motion. The committee voted unanimously to approve Option 2.

September 2023 minutes. The committee reviewed final minutes. Rick Cook motioned to approve the minutes. Barbara Smolak seconded the motion. Minutes were approved unanimously.

Future options for minutes. Chair Bjorklund opened the discussion with asking how minutes should be presented to CCI: How much detail to include and whether minutes be emailed to all members prior to meeting for approval and then posted after the meeting?

Barbara Smolak motioned to approve approach of emailing draft minutes to all CCI members before the meeting and only posting for the public after approval, and Rick Cook seconded the motion. The committee approved unanimously.

Committee members said the minutes should provide enough clarity for historical purposes, but stay as brief and concise as possible. The committee will review the next few meeting minutes to ensure the right balance of context and brevity is accomplished.

3. Public Comment

No public attendance nor any email comments received.

4. CCI Work Item Tracker: Marketing Materials for CPOs

Tonia Holowetzki, from PGA, updated CCI on the status of the marketing materials. The PGA team reviewed the feedback. Some of the feedback was helpful and insightful; other was more reflective of individual preferences. The PGA team will incorporate the relevant feedback and Tonia Holowetzki will bring back the final versions to a future meeting for final view.

The question still remains on who will print the materials for the CPOs. Tonia Holowetzki mentioned PGA is exploring the option of providing a small starter package for CPOs, but this will depend on cost.

On another topic, Rick Cook asked if it's possible to learn how much CPOs have spent annually. This topic will be added to the work item tracker for future discussion and attention.

5. CCI Work Item Tracker: CCI Member Recruitment and Recommendations

Tonia updated the committee on the open ABC recruitment. Recruitment closes on October 30. Currently, one person has applied.

Chair noted the ABC webpage says CPO experience not required to join CCI and that some of the information in the CCI description may give the wrong impression or be misleading about CCI's goals. The chair opened the floor for discussion on whether to leave the description as is or change it to more accurately reflect CCI's role regarding public involvement on land use issues and processes.

Committee Member Comments

- CCI members need to be more proactive in recruitment and reach out to CPOs.
- CCI is a volunteer group and those applying are interested in volunteering with the county. This committee can help educate about county's work. Opportunity to learn about the county and other committees. We have the opportunity to draw people in. It's important CCI is welcoming and setting criteria will hinder participation.
- CCI should be a mouthpiece for CPOs. It is voluntary, but need criteria and qualifications to recruit. Applicants with some understanding is preferred. CCI could become a central communication hub for CPOs. Don't require certain experience or criteria, but preferred.
- We are the Committee for Community Involvement, not Committee for CPO involvement. It's not a negative if someone is not well versed in rules and regulations; forces us to evaluate what we're doing and how we're doing it.
- We should consider establishing criteria that align with our bylaws. Goal 1 is a requirement.
- If CCI doesn't establish selection criteria, then CCI must provide a training program for new members around state requirements.
- Don't want to miss underrepresented members of the community with a high bar of entry.
- We may be putting too much emphasis on CPOs; we are more globally focused in alignment with State Goal 1 and land use.

- How do you give someone an opportunity to contribute? Maybe include information in the application about State Goal 1. Applicants should have some parameters and understanding about what CCI does.
- Should we consider high school students who might be interested? CCI did have two students participate in the past: one from community college and a high school senior.

The discussion led to action items 2-5 under *New Business, New Action Items*.

6. CCI Work Item Tracker: CPO Representative to C4 Selection Process and January CPO Listening Session

Chair Bjorklund reviewed the logistics and voting process for the selection of the CPO representative to C4.

- The representative needs to be selected by end of February, in time for March C4 meeting. CCI originally planned to hold a listening session in January, but can consider rescheduling the listening session and vote to February. This would give more CPOs more time to meet and decide who they would like to represent CPOs. CPOs can either email in their vote, prior to the listening session, or attend and vote at the session. In any case, a decision on the representative will be made by the end of the listening session.
- CCI must run a recruitment for candidates and set a deadline for applications.
- In December, the CCI would send the list of candidates to the CPOs.
- The final vote by CPOs will be on the representative and alternate.

Some CCI members said it would be ideal if Martin Meyer would agree to continue as the CPO representative and CPOs would vote for the alternate only. The focus would then be on finding a good alternate.

A motion to change the listening session to February was not introduced; January remains firm for the listening session and vote.

7. New Business: Schedule election of CCI officers

The discussion led to action item 7 under *New Action Items*.

8. New Action Items

1. Add CPO spending analysis to CCI Work Item Tracker.
2. Revise CCI description on ABC page.
3. Create a set of questions about attitude and motivation for CCI interviews. Create a workgroup to write questions with the following CCI members: Barbara Smolak, Karen Bjorklund, and Bill Merchant (Karen to check with Bill).
4. Interview the current applicant in November and reopen the application for the second open position.
5. Chair to create letter to send to community leaders list to recruit for CCI positions.

6. Chair to work with vice chair to create promotional letters and proposed dates for submission of candidates for the CPO representative and alternate to C4.
7. Vote for new CCI officers in January.
8. Tonia to contact applicant and invite him to the first part of the November CCI meeting. CCI members will vote for the candidate by motion.

Next Meeting: Tuesday, November 21, 2023, 6 – 8 p.m. via Zoom.

Meeting adjourned 7:59 p.m.