

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS
Study Session Worksheet

Presentation Date: July 23, 2019 **Start Time:** 1:30 pm **Approx. Length:** 30 min.

Presentation Title: Board Agreements

Departments: County Administration

Presenters: Gary Schmidt

WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?

Requesting the Board to review and approve a Board Agreements document, as created by the Board at their team-building retreat on May 7, 2019.

EXECUTIVE SUMMARY:

The Board of Commissioners held a team-building retreat on May 7, 2019 and, at that retreat, drafted a Board Agreements document that outlined how the Board would work together. Today, the Board is asked to review that document and agree to a final Board Agreements document to guide their work and professional relationships going forward.

FINANCIAL IMPLICATIONS (current year and ongoing):

N/A

STRATEGIC PLAN ALIGNMENT:

This item aligns with the County's Performance Clackamas goal of Build Public Trust through Good Government.

LEGAL/POLICY REQUIREMENTS:

N/A

PUBLIC/GOVERNMENTAL PARTICIPATION:

N/A

OPTIONS:

1. Approve the Board Agreements document as written.
2. Revise and approve the Board Agreement document.
3. Do not go forward with the Board Agreements document.

RECOMMENDATION:

Staff recommends option 1 or 2: Approve the Board Agreements document as written or revise and approve the Board Agreements document.

ATTACHMENT:

- Draft Board Agreements.

SUBMITTED BY:

Division Director/Head Approval _____

Department Director/Head Approval _____

County Administrator Approval _____s/Gary Schmidt_____

DRAFT

Clackamas County Board of Commissioners Commitment to Operate with Compassion and Efficiency

We will govern with an emphasis on

- outward vision,
- strategic leadership,
- clear distinction of board and county administrator roles,
- collective rather than individual decisions,
- and proactivity rather than reactivity.

GOAL: Increase our ability to positively impact our community by leveraging strong, effective and respectful communication. By honoring each member's perspective, time and value, we create a strong team able to tackle any challenge presented to us.

VALUES. We tend relationships by caring about the impact of words and deeds, choosing in-person conversation as a problem-solving strategy to accomplish a goal, and not to fulfil the need of ego.

S – Service
P – Professionalism
I – Integrity
R – Respect
I – Individual Accountability
T – Trust

GROUND RULES FOR MEETING CONDUCT

- Listen to hear and understand
- Stay curious and open to others' perspectives
- Share reasons behind questions and statements
- Ask clarifying questions
- Recognize that we all have great passion for our role and the County
- Value one another's communication/DiSC styles
- Assume positive intent

Actions we will take to ensure the cohesiveness, productivity and efficiency of the Board.

1. Uphold the decision of the group, even if as an individual we disagree.
2. Honor our role to serve the public and honor the role of the county administrator to manage operations.
 - a. Policies created in this group shall be implemented by the county administrator.
3. Assume individual accountability for
 - a. attendance,
 - b. preparation for meetings,
 - c. respecting all roles,
 - d. and ensuring the continuity of governance capability.
4. Communicate with respect and efficiency. This will be demonstrated by
 - a. waiting to be recognized to speak (no interrupting),
 - b. keeping thoughts succinct without repetition,
 - c. allowing others to express their perspective, and
 - d. summarizing and underscoring decision points.
5. Review process and performance semi-annually, including wins and opportunities for improvement.
6. Allow staff presentations (presentations mean no interruptions).
7. Request any extensive research by staff through the county administrator.