

Committee for Community Involvement

FEBRUARY 20, 2024 MEETING MINUTES

Time: 6 - 8 p.m.

Held via Zoom

CCI Attendees: Karen Bjorklund (Chair), Rick Cook, Bill Merchant, Gordon Slatford, Graham Smith, Barbara Smolak, Laurie Swanson

Attending PGA Liaison to CCI: Ed Nieto, Tonia Holowetzki

Public Attendees: Sally Worthge

1. Welcome, Introductions

Welcome and introductions.

2. CCI Candidate Interview

CCI members conducted the interview of CCI candidate Sally Worthge. After the interview was complete, Barbara Smolak made a motion that CCI recommend Ms. Worthge become a member of CCI, and forward that recommendation to the Board of County Commissioners. Bill Merchant seconded the motion. CCI members then voted unanimously to approve forwarding their recommendation to the Commissioners for approval of Ms. Worthge's CCI membership.

3. MEETING MINUTES

Bill Merchant motioned to approve the minutes from the January meeting as presented. Graham Smith seconded the motion. The committee members then voted unanimously to approve the minutes.

4. PUBLIC COMMENTS

There were no public comments.

5. CCI Work Item Tracker: Follow-up to January 16 CPO listening session, as part of developing CCI annual report and work plan

Chair Bjorklund noted that during the listening session, 19 topics were raised, but only three were brought up by more than one CPO

Chair Bjorklund said that receiving more information from more CPOs via a broader outreach is imperative, especially to learn if more CPOs are having the same issues raised by those participating in the listening session. Chair Bjorklund then asked other members to consider the first steps that CCI could take to learn more about how many other CPOs have any of the same issues or concerns.

The options were:

- A. Should the CCI send all CPOs a very basic listing of the topics raised and ask them to simply check all that apply to them, so that the CCI can sort and follow up as appropriate?
- B. Should the CCI divide the topics into groupings first, and send out a more in-depth questionnaire about each grouping over several months?

C. Something else?

Discussion:

- Additional fields could be utilized on a survey via Survey Monkey to add comments in addition to just checking a “Yes or No” box to provide qualitative *and* quantitative data.
- Email accompanying the survey should include a thoughtfully-worded message to encourage greater participation in future listening sessions.
- Rather than remove any topics from the survey to reduce the large number of items CPOs would need to consider, group the topics to shorten the list.
- Since code enforcement topped the list of topics, perhaps an event or forum with a code enforcement representative might be beneficial.

Committee members agreed that the basic survey tool should include a “check-box format,” categories, and an additional field per topic for survey takers to add further optional comments per topic to explain reasons for each respective response. It was also agreed that an “additional comments” field be included at the end of the survey to allow survey takers to add additional comments if they so choose.

Staff Comments:

- A broader distribution of surveys beyond just CPOs – to include the general population – could be effective in generating more responses and garnering more email addresses.
- Reaching out individually to each respective CPO spokesperson, rather than an email blast, could also help build relationships and increase subsequent participation. [Chair Bjorklund stated that after CCI creates the survey, survey tool, and cover email message, outreach can be layered by reaching out individually to CPO leaders as well as via a broader brush message delivery.]
- Perhaps CCI, with support from PGA, could take the lead in organizing a community event about code enforcement to get relevant information out to the public.
- Ms. Holowetzki agreed to discuss possibilities with DTD Leadership for dealing with code enforcement issues.

6. NEW BUSINESS

- Chair Bjorklund reminded Ms. Holowetzki that a new recruitment is needed to replace outgoing member Graham Smith.
- Rick Cook asked about the possibility of inviting commissioners to CCI meetings. Chair Bjorklund said planning for this could be discussed at a future meeting.

Meeting adjourned at 7:59 p.m.

Next Meeting: Tuesday, March 19, 2024, 6 – 8 p.m. via Zoom.