

Committee for Community Involvement

NOVEMBER 19, 2024 MEETING MINUTES

Time: 6 - 8 p.m.

Held via Zoom

CCI Attendees: Karen Bjorklund (Chair), Pat Erdenberger, Marrion Kaufman, Bill Merchant, Brent Parries (Vice Chair), Danielle Weber

CCI Members Not Present: Gordon Slatford, Amy Nichols

Attending PGA Liaison to the CCI: Tonia Holowetzki

Public Attendees: Barbara Smolak

MEETING MINUTES

1. Welcome, Introductions

Chair Bjorklund welcomed CCI members, public attendees, and PGA staff.

2. Approval of Meeting Minutes

September minutes. The September minutes will be approved at the next CCI meeting in December.

October minutes. Brent Parries motioned to approve the minutes. Pat Erdenberger seconded the motion. Minutes were unanimously approved.

3. Public Comment

No public comment.

4. Community Leaders Meeting

CCI continued the conversation they started at the October meeting about format and agenda topics for the community leaders meeting. CCI members agreed the meeting should be structured to allow for two-way communication and for participants to get to know each other. Members discussed:

- Whether to have a facilitator, moderator, or timekeeper at each table to guide the conversation; or have the county administrator monitor discussion and provide help as needed, as at a previous meeting.
- Concerns about predetermining the subjects for discussion, preferring a more open format where participants can share their concerns and ideas.
- Ways to encourage participants to think about what they want to discuss beforehand.

The committee agreed not to predetermine discussion topics and allow CPOs to come prepared to discuss topics of interest with the commissioners. Other considerations included:

- Have community leaders sit at tables with others they don't know, to encourage sharing between CPOs.
- Opening remarks from county administrator.
- Commissioners give opening remarks to the full group (2 minutes each) and then move into

a round-table format.

- Commissioners move from table to table in 15-minute intervals.
- Suggest CPOs come with possible areas of discussion.
- What do you want to talk to the commissioners about? Suggest to CPO leaders that they try to select topics that encourage two-way meaningful communication for both community leaders and the commissioners.

Next steps: Tonia to check with Gary Schmidt about scheduling the community leaders meeting in February or March.

5. Possible CCI-PGA Partnership Projects

a. Review of January 2023 brainstorm ideas

1. Revise CPO webpage, which was subsequently accomplished in 2023
2. County funds a CPO postcard mailing
3. CPO ad on YouTube channel
4. Update CPO handbook

b. Consider any possible CCI role with:

1. CPO information on county's webpage and related record keeping. Continue this discussion at the next meeting. Records management globally, not just PGA record keeping. Is this within CCI's purview?
2. Two-way CPO communication channels with county public involvement program administration, and CPO-PGA expectations. Continue at the next CCI meeting. (services PGA provides to CPOs)
3. Updating reimbursement and authorization forms.
4. Updating CPO handbook. Revisit early 2025.

6. Follow-up on CPO issues regarding code enforcement

Chair Bjorklund initiated a discussion about the two-tier approach discussed at the October meeting. Members reported back that Michael Barnes, the new code enforcement supervisor, did reach out to all active CPOs and has met with a few already. He has also adjusted code enforcement boundaries so that each CPO now has only one assigned officer.

The committee agreed that Michael Barnes is making productive changes. They agreed to continue to engage with Michael and monitor progress over the next few months.

The committee also discussed having CCI members who attend the next community leaders meeting address code enforcement funding with the commissioners in the small group discussions.

7. Possible new business to consider for future CCI agendas

- a. Develop an annual CCI Year in Review document or similar on CCI webpage.
- b. Recruit new CCI member. December or January interviews.

Next Meeting: Tuesday, December 17, 2024, 6 – 8 p.m. via Zoom.

Meeting adjourned at 8:05 p.m.