



Meeting Minutes - Draft

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Saturday, June 12, 2021

9:00 AM

Online and Via Phone

Mid-Year Retreat

**Attend: [https://us02web.zoom.us/j/85955828645?](https://us02web.zoom.us/j/85955828645?pwd=WIZRU2tYcHpvVTZtRGINZFFJRkI0Zz09)
[pwd=WIZRU2tYcHpvVTZtRGINZFFJRkI0Zz09](https://us02web.zoom.us/j/85955828645?pwd=WIZRU2tYcHpvVTZtRGINZFFJRkI0Zz09)**

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Clark Gilman, Councilmember Jim Cooper, Councilmember Yến Huỳnh, Councilmember Dani Madrone, Councilmember Lisa Parshley and Councilmember Renata Rollins

2. BUSINESS ITEM

2.A [21-0600](#) Mid-Year Retreat

Facilitator Nancy Campbell reviewed the agenda for the day.

Councilmembers discussed a range of issues that relate to how they define their role. These issues include: the “how” is critical; what is desired? transformational or incremental change?; celebrate small wins; feedback does not always seem to be shaping change; more desire to be in the policy development process (more work sessions earlier in the development process); would like staff to check with Council intermittently in the policy development and implementation processes; desire an agenda review at the end of each business meeting (when the agenda is published it can still be changed); attend more to implementation; create an idea bank for items that can be addressed immediately and identify each member’s priorities.

Councilmembers reviewed the types of meetings they hold:

- Business Meetings: Decision making meeting, official votes, reports approved
- Study Sessions: A lecture on a topic and time to ask questions
- Work Sessions: Group project time, where a topic is dug into, possibly short lecture

Councilmembers discussed challenges including how to keep business meetings moving forward and not too long while at the same time fitting more time for work sessions and study sessions. The option of combining work and business meetings was discussed. A work session on a particular issue may precede the business meeting. Giving the public virtual access to meetings makes this more feasible.

While the Mayor must facilitate the business meetings using Robert's Rules of Order, Councilmembers discussed sharing facilitation of study and work sessions among themselves and staff. A process check list was also discussed.

Councilmembers shared desired behaviors for working agreements. It was agreed these will be distributed then a date will be scheduled to use finalize operating agreements. The desired behaviors shared are bring curiosity and deep listening instead of judgment; be honest and clear on thoughts in the moment; embrace differences so healthy conflict can prevail; risk taking action even in the unknown; open meetings with a brief check in and check out; say what you believe, tell what you don't know and what you need to move forward; beholding---see the each other for where you are; live in the discomfort; assume Councilmembers have good intent for the community; appreciate failure as part of learning and change; it's not the mistakes you make but how you learn from them and celebrate each other and the collective work.

The members discussed possible areas for review and revision in the Council Guidebook. The General Government Committee was tasked with taking the suggestions and creating a draft of the proposed changes for the Council to review.

City Manager Burney and Change Research staff Alex Chen led a session that reviewed the results of a recent community survey. The survey polled 515 adults living in Olympia in March 2021 and another poll of 400 adults in May 2021. Surveys measured resident's satisfaction with City services, identified desired priorities, and areas of greatest and least concern. The data allowed Councilmembers to review what is working well, what areas need more attention and what does "better" look like.

The discussion was completed.

3. ADJOURNMENT

The meeting adjourned at 2:38 p.m.