



# Meeting Minutes - Draft

## General Government Committee

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

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**Wednesday, March 22, 2017**

**4:30 PM**

**Council Chambers**

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**1. CALL TO ORDER**

Chair Roe called the meeting to order at 4:40p.m.

**2. ROLL CALL**

**Present:** 3 - Chair Jeannine Roe, Committee member Jessica Bateman and Committee member Clark Gilman

**3. APPROVAL OF AGENDA**

The agenda was approved.

**4. APPROVAL OF MINUTES**

The minutes were approved.

- 4.A** [17-0288](#) Approval of February 22, 2017 General Government Committee Meeting Minutes

The minutes were approved.

- 4.B** [17-0286](#) Approval of March 6, 2017 General Government Committee Meeting Minutes

The minutes were approved.

- 4.C** [17-0287](#) Approval of March 13, 2017 General Government Committee Meeting Minutes

The minutes were approved.

**5. COMMITTEE BUSINESS**

- 5.A** [17-0307](#) Meeting with Advisory Committee/Commission Chairs

Chair Roe welcomed everyone to the meeting.

In addition to staff, Chairs or representatives were present from the following: Arts Commission, Bicycle and Pedestrian Advisory Committee, Heritage Commission, Parks and Recreation Advisory Committee, Planning Commission and the Utility Advisory Committee.

Each Commission/Committee representative discussed what they felt was their best accomplishment of the past year. General Government Committee members asked clarifying questions.

Chair Roe discussed the role of the Chairs and how they keep committees effective. She asked for input regarding concerns, training needs and guidance.

The group discussed the need for Chairs to understand their roles and expectations and be enthusiastic about the work. Discussion occurred regarding a regular meeting with all the Advisory Committee Chairs to discuss overlapping issues, focus on leadership and other concerns. David Copley, Chair of the Bicycle and Pedestrian Advisory Committee, volunteered to take the lead in working with Strategic Communications Director Kellie Purce Braseth to organize a regular meeting of the Advisory Committee Chairs.

The group discussed the application and recruitment process for Advisory Committee members, in particular members with expiring terms who wish to reapply. There was discussion regarding members who are wishing to reapply to give their notice of intent to renew before the regular recruitment process begins. Should a member not give notice, but still decide to reapply, they will have to compete with the new applicants for a position. The Committee Rules and Procedures will be updated to reflect this policy.

Councilmember Roe asked the group if there is interest in instituting term limits. The discussion elicited varying opinions on the matter. Many felt it really depended on the Committee since some require more commitment and in depth knowledge than others.

Councilmember Roe discussed all the great applicants for Committees, but having so few positions to fill. She discussed how we might be able to mentor future committee members and get more people involved without being appointed.

Councilmember Roe asked the group about interview process for advisory committee vacancies. She wonders whether folks in the community feel represented on advisory committees. Committee member Bateman noted she would make a referral to the General Government Committee to discuss demographics, skills and experience relating to the composition of advisory committees.

Committee members thanked everyone for their work and encouraged them to reach out should there be any issues or concerns.

**The discussion was completed.**

## **6. REPORTS AND UPDATES**

**7. ADJOURNMENT**

The meeting adjourned at 6:30p.m.