



## Cultural Access Program Advisory Board

### Advisory Board Housekeeping

**Agenda Date:** 7/11/2024  
**Agenda Item Number:**  
**File Number:**24-0568

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**Type:** discussion **Version:** 1 **Status:** In Committee

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**Title**

Advisory Board Housekeeping

**Recommended Action**

For information only.

**Report**

**Issue:**

Undertake annual review of Advisory Board Roles and Expectations, Rules and Procedures, duties of the Cultural Access Advisory Board, meeting schedule and workplan.

**Staff Contact:**

Marygrace Goddu, Inspire Olympia Program Manager, 360.480.0923

**Presenter(s):**

Ms. Goddu

**Background and Analysis:**

Complete an annual review of the operating framework for city board and commissions, including review of standard roles, expectations, rules and procedures. Revisit 2024 Work plan and discuss adjustments, including suggested changes to CAAB meeting schedule.

**Climate Analysis:**

Discussion only, no climate impact.

**Equity Analysis:**

Equity considerations are integral to the work plan discussion for the operation of the Board.

**Neighborhood/Community Interests (if known):**

N/A

**Attachments:**

Roles and Expectations

Rules of Procedure

OMC 2.100.700