

## Meeting Summary

April 18, 2017

### Washington County Committee for Community Involvement (CCI) General Meeting

#### ATTENDING

##### **Regular CCI members:**

Kathy Stallkamp, CPO4K (CCI Co-Chair)

Robert Bailey, CPO8

Stan Houseman, CPO3

Mary Manseau, CPO7

Lars Wahlstrom, CPO10

Jim Long, CPO4M (CCI Co-Chair)

Ray Eck, CPO6

Paul Johnson, CPO15

Marty Moyer, CPO7

Fran Warren, CPO6

##### **CPO Officer(s) participating:**

Liles Garcia, CPO 6

##### **Washington County Community Engagement Program Coordinators:**

Kari Herinckx, Dan Schauer

**Public guest:** Barbara Rhodes

#### **WELCOME, INTRODUCTIONS, REVIEW AGENDA, MARCH MEETING DRAFT SUMMARY**

Jim Long calls meeting to order at 7:05. Self-introductions made.

March meeting draft summary: Mary Manseau clarifies p. 3—Bruce Bartlett is giving old “Land Use 101” and “Transportation 101” DVDs to Eric Squires. **Wahlstrom moves to approve as amended; Moyer seconds; members approve 9-0** (Johnson arrives after action; did not vote).

Regular members: Dan Schauer checks with Mary and Fran Warren, established alternates of their CPOs. Mary and Fran confirm they are acting as regular CCI members tonight. Liles Garcia is participating tonight as a CPO officer.

#### **PREPARE QUESTIONS FOR WASHINGTON COUNTY BOARD OF COMMISSIONERS**

##### **CHAIR ANDY DUYCK (attending May CCI Meeting)**

Jim opens the topic. Kathy Stallkamp joins Jim to facilitate drafting a list of potential questions to be prepared and submitted to Chair Andy Duyck, who is scheduled at the next CCI general meeting on May 16. CCI members discuss and add suggestions to build a draft list of potential questions. Dan Schauer records it on a flip chart that he will write up for the CCI Steering Committee (scheduled on the Mondays following this meeting).

#### **REVIEW AND RECOMMEND SUPPORT NEEDS FROM STAFF**

(see attached document “Community Engagement Program Staff Support”)

Kathy opens the topic and facilitates using the draft discussion document that was distributed in this meeting packet ([link to .pdf](#)). The draft discussion document is based on work of the CCI Steering Committee at its March 27th meeting. Kathy, with supporting comments from Kari

Herinckx, explains that the intention begins with a look at just the current program, for now. Kari speaks to how staff is working to stay closely engaged with a few CPO volunteers who have expressed their feelings that the transition has resulted in a change from past levels of program support. With this close engagement in mind, there are also larger programmatic pieces and needs of staff. Kathy speaks to how this list of needs should not be read as putting everything on staff, and committee work with CCI/CPO members should be used for specific program areas. Jim, Paul Johnson, Robert Bailey, Lars, Ray Eck, and Fran take part with Kathy and Kari. Kathy will add Program Handbook and CPO leadership classes to the list.

## **SUBCOMMITTEE REPORTS**

Jim opens this portion of the agenda to each subcommittee leader.

### ***CCI (Land Use) Code & Ordinance Subcommittee – Mary Manseau, chair***

Mary gives an update based on their group's meeting last month, in a review of the recent issues it has been bringing to the table. Mary and Lars speak with each other about how the request that was given by CCI to modify regulation and/or permitting of Health Hardship occupations stalled at either the Board of Commissioners or LUT staff level. Lars says that, for him personally, he will have to put it on the backburner due to the farming calendar. They concur that it would probably take an additional and broader citizen involvement push (such as more letters/input from individuals, in specific) to lift that request up.

### ***CPO Marketing Subcommittee – Stan Houseman, chair***

Stan Houseman reports that he will graciously accept the offer of assistance from Mike Dahlstrom, Community Engagement Program Manager, to boost this subcommittee's efforts to get a marketing plan up and running. Kathy asks Stan to send a set of his dates for the first meeting to Kari for a poll to the group's members on when to hold the first meet.

### ***CCI Bylaws Subcommittee – formalizing tonight, following preliminary engagement (see attached document "CCI Bylaws Discussion Notes")***

Kathy calls for motion, per current CCI bylaws, to approve this body as an official subcommittee and for her to chair. **Manseau moves; Ray seconds; all members approve (10-0).**

Kathy facilitates discussion using the document distributed in this meeting packet ([link to .pdf](#)), which reports out the notes of a preliminary review of the CCI Bylaws by Kathy, Mary and Kathie Koellmann. They were volunteered by the CCI Steering Committee on March 27 to prepare this review. This evening's discussion focused on the preliminary review document, with CCI members provided substantial time here for comments, questions and feedback.

Jim asks to hear the next steps. Kathy indicates that the Bylaws Subcommittee will take the input back as a group and prepare the next review with CCI. Mary invites more feedback on the topic of how to add more members to CCI, such as a vetted process for accepting

representatives from communities of interest and cities. Kathy acknowledges that there are some concepts that need additional discussion at CCI before the material is ready for a draft.

Jim called for the next subcommittee item on the agenda at 8:45.

***Transportation Subcommittee – First step taken in formal initiation***

Jim calls for action to authorize a new CCI Transportation Subcommittee and place Fran Warren as its chair. **Manseau moves; Eck seconds.** Kathy asks if there is a definition or purpose statement for the subcommittee, and Fran replies that it will be forthcoming as she works to get more input and refinement. Jim clarifies that tonight's action is not for any statements of purpose or definition, which remains to be determined. **Jim calls for the vote: members approve 10-0, with no abstentions.**

**Community Engagement Program Coordinators Update:** Dan speaks for himself with the observation that recent CCI meetings have run past the scheduled adjournment time, as is happening tonight. He asks members to be aware of this and consider how this practice might affect our pursuit of successful participation and outcomes. He also notes that staff and volunteer participants alike have finite time resources with calendars and lives to manage.

**Emerging Issues:** Members give roundtable style comments to wrap up the meeting.

**Meeting adjourns** a few minutes after 9 p.m.

Meeting summary respectfully submitted by Dan Schauer