**Charter Commission**

**Retreat #2**

**April 6, 2021**

**Minutes**

**Attendance**

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| --- |
| Commissioners |
| Name | Present | Absent | Name | Present | Absent |
| Amira Streeter | X |  | Andrew Speer  | Late Arrival |  |
| Angela Jones | X |  | Angie Morrill |  | X |
| Anthony Castaneda | X |  | Becca Uherbelau | X |  |
| Bryan William Lewis | X |  | Candace Avalos | X |  |
| Dave Galat | X |  | Debbie Kitchin | X |  |
| Debra Porta | X |  | Hanna Osman | X |  |
| Karol Collymore | X |  | Melanie Billings-Yun | X |  |
| Raahi Reddy | X |  | Robin Ye | X |  |
| Salome Chimuku | X |  | Steven Phan | X |  |
| Vadim Mozyrsky | X |  | Yasmin Ibarra | X |  |

|  |
| --- |
| Staff |
| Name | Name | Name |
| Julia Meier | Allison Brown (JLA) | Maja Haium |
| Laura Oppenheimer | Ariella Frishberg (JLA) | Shoshana Oppenheim |
| Diana Shiplet |  |  |

**Welcome**

Allison welcomed the group and gave overview of the agenda.

Julia announced that Comm. Morrill has resigned her position. She will send a message to the group informing them of the process for filling her seat. Group expressed their sadness and agreed to send a card to Ms. Morrill.

**Working Agreements**

Allison gave a presentation regarding the survey answers submitted by commissioners. Group discussed concerns and places of agreement with the draft working agreements. There appeared to be consensus around the need for an executive committee and the need for many avenues for communications both in-meeting and outside of meeting times. Group discussed possibility of using an anonymous google doc for informing staff of concerns, micro-aggressions, and other in-meeting issues.

Staff will take the input given and update the draft agreements for consideration.

**Bylaws Presentation and Discussion**

Commissioner Billings-Yun presented proposed language regarding group purpose and removal of members and resignations.

Commissioner Castaneda presented proposed language regarding frequency of meetings, quorum requirements, membership terms, voting requirements, officers of the commission and subcommittee requirements.

Commissioner Streeter presented proposed language regarding operating procedures, decision-making process, public participation, and commission communications.

\*Commissioner Speer arrived 7:43 pm.

Group discussed abstentions and confusion regarding when they would be allowed – are there reasons other than conflicts of interest when they should be allowed? Group asked for and received from Attorney Haium clarification on conflicts of interest (they generally only exist if commissioner or commissioner’s close family/friends have financial stake in the decision being made.)

Group discussed desire to have meetings recorded or broadcast on YouTube for broader access by the public and for commissioners to review information if absent.

Group discussed absentee voting and ways it may be in conflict with both consensus voting, Charter required voting, and quorum requirements. Some mentioned concerns with allowing voting without having heard presentations or participated in the full discussion. Some mentioned a desire to provide flexibility and opportunities for commissioner to participate even with busy work/life schedules. Group requested a voting matrix for clarity around when a particular type of vote would be allowed or required (consensus, absentee, subcommittee votes, full commission votes, 50%+1, etc.)

Group discussed confusion around 50% plus 1 requirement and difference between subcommittee voting requirements versus final votes for sending amendment proposals to ballot or City Council. Group requested clarity and updated language in bylaws.

**The Work Ahead**

Julia presented information on proposed work ahead, potential timelines and work plan. She asked group if they were interested in creating a community engagement committee and group generally agreed this was a good idea.

Staff agreed to email group with ideas for next meeting, proposed language updates to the working agreements and the bylaws.

Meeting Chat

18:01:12 From Karol Collymore to All panelists : HI Evryone

18:01:55 From Steven Phan : Hi Karol! Love the yellow in the profile pic! definitely pops haha

18:02:30 From Karol Collymore to All panelists : Yellow, signature color :)

18:03:11 From Comm. Chimuku (She/Her) to All panelists : I am here

18:03:37 From Hanna Osman (She/Her) to All panelists : I’m here having dinner.

18:03:46 From Comm. Streeter to All panelists : Present

18:05:15 From Angela jones to All panelists : Yeah!

18:06:28 From Ariella Frishberg (she/her), JLA : A reminder, you can turn closed captions/subtitles off by clicking on the three dots at the bottom of your screen, choose "live transcript" and then choose "hide subtitles".

18:06:59 From Ariella Frishberg (she/her), JLA : for technical difficulties, message me privately or email Ariella.frishberg@jla.us.com

18:07:20 From Ariella Frishberg (she/her), JLA : And, please make sure your chats are set to "all panelists and attendees" so our public observers are part of the conversation.

18:07:22 From Comm. Avalos : For the record I'm looking at all my docs on my other screen so I promise I'm paying attention :)

18:07:50 From Karol Collymore to All panelists : Gotta cook for family after a job so either camera on and cooking or camera off. Appreciate the grace.

18:14:35 From Comm. Avalos : Can we make her a kudos board?

18:15:51 From Julia meier : We always fill vacancies.

18:15:56 From Comm. Ye to All panelists : we've already successfully filled a resignation thus far so we have a process that worked

18:17:57 From Angela jones to All panelists : My submit isn’t working

18:19:43 From Comm. Ye to All panelists : if anyone wants a kitten in the next 2 years on this commission, don't hesitate to hit me up

18:19:53 From Comm. Ye to All panelists : or an adult cat too

18:22:02 From Ariella Frishberg (she/her), JLA : WAIT - Why Am I Talking

18:22:20 From Comm. Streeter to All panelists : And Why Aren't I Talking :-)

18:34:59 From Karol Collymore to All panelists : +! Becca

18:36:24 From Comm. Ye : +1 to what Comm. Reddy said

18:37:21 From Karol Collymore to All panelists : I like that, Angela.

18:37:38 From Angela jones to All panelists : Thanks karol

18:37:49 From Debra Porta (She, Her, Hers) : I agree with Angela as well

18:41:01 From Angela jones to All panelists : I like that

18:41:06 From Karol Collymore to All panelists : YES

18:41:24 From Comm. Reddy to All panelists : agreed!

18:44:54 From Comm. Streeter to All panelists : Agreed with Karol - I like the idea of rotation of leadership

18:45:32 From Comm. Chimuku (She/Her) : Thank you Commissioner Collymore

18:45:42 From Becca Uherbelau (she/her) to All panelists : +1 to rotating leadership. In fact, we’ll cover that when we talk about the Bylaws!

18:45:45 From Comm. Chimuku (She/Her) : agreed commissioner Avalos

18:45:57 From Debra Porta (She, Her, Hers) : Yes Commissioner Avalos!

18:46:28 From Karol Collymore to All panelists : yes

18:48:02 From Comm. Avalos : Yes, after all my classes my students fill out a "brain dump" and it's their opportunity to tell me what's going on int heir lives, if they're having conflict with students, etc. It's helpful and I adjust my curriculum accordingly.

18:48:23 From Ariella Frishberg (she/her), JLA : <https://docs.google.com/forms/d/e/1FAIpQLSc-JRoZBlSLd0TLWu5IKXnl32cDKcJmfMYySHvM6nhz4jP9mQ/viewform?usp=sf_link> – sample

18:48:41 From Debra Porta (She, Her, Hers) : Oh I like the "brain dump" idea

18:49:17 From Steven Phan (He/Him) : + one on brain dump if someone needs as a debrief

18:50:26 From Karol Collymore to All panelists : +1 Steven

18:50:33 From Becca Uherbelau (she/her) to All panelists : ++ Steven

18:51:56 From Angela jones to All panelists : Me too Melanie

18:52:08 From Comm. Reddy to All panelists : me too

18:52:39 From Debra Porta (She, Her, Hers) : I love the sticky note board for virtual settings but it definitely can be difficult for super complex conversations

18:53:13 From Steven Phan (He/Him) : Yeah +1 Debra, there were a lot of complex ideas that I felt needed to be spoken on and not summed up on a sticky

18:53:34 From Ariella Frishberg (she/her), JLA : Melanie - you were definitely not alone in feeling stressed by that tool!

18:54:43 From Karol Collymore to All panelists : The sticky note thing is also really hard to look at after 9 hours of zooms. Hard to keep staring at screens

18:56:28 From Debra Porta (She, Her, Hers) : True that Karol!

18:57:03 From Angela jones to All panelists : Before the pandemic I didn’t have to wear glasses. So. Many. Screens.

18:57:45 From Victor (Interpreter) to All panelists : Buenas tardes, hay interpretación disponible para esta reunión. Si desea escucharlo en español por favor envíeme un mensaje por medio del chat para ayudarle. ¡Gracias y bienvenidos!

18:58:28 From Comm. Avalos : A reminder that you should all set your chat to "all panelists and attendees" or else the chat is very confusing for people who only see some messages in the audience!

18:58:56 From Debra Porta (She, Her, Hers) : BRB

18:59:20 From Karol Collymore to All panelists : I like that, Vadim

19:00:49 From Comm. Avalos : lmao I def disagree with that Vadim :)

19:01:31 From Comm. Avalos : (Vadim and I spend a lot of time together for those that don't know, I'm the chair and he's the vice chair of the citizen review committee - so I'm just teasing!)

19:01:44 From Vadim Mozyrsky to All panelists : You know me too well Candace :)

19:01:56 From Victor (Interpreter) : Buenas tardes, hay interpretación disponible para esta reunión. Si desea escucharlo en español por favor envíeme un mensaje por medio del chat para ayudarle. ¡Gracias y bienvenidos!

19:02:28 From Vadim Mozyrsky to All panelists : Exactly Karol

19:02:41 From Steven Phan (He/Him) : + on Karol's comments!

19:05:59 From Comm. Chimuku (She/Her) : Good points Commissioner Streeter

19:09:39 From Comm. Chimuku (She/Her) : 10

19:22:15 From Karol Collymore to All panelists : Thanks, Bylaws Team!

19:22:38 From Steven Phan (He/Him) : my connection is currently unstable

19:23:28 From Steven Phan (He/Him) to All panelists : Back! Sorry Y'all.

19:27:21 From Comm. Avalos : can you please put it in presentation mode?

19:34:24 From Steven Phan (He/Him) : I'm bummed Melanie didn't include my headshot now too...

19:41:24 From Debra Porta (She, Her, Hers) : Thank you Commissioner Streeter!

19:41:33 From Comm. Chimuku (She/Her) : Thank you to all the presenters

19:41:44 From Karol Collymore to All panelists : Thanks, presenters!

19:41:52 From Comm. Reddy : Great job Bylaws teams!

19:42:09 From Comm. Ye : well done! Also welcome Commissioner Speer

19:42:39 From Steven Phan (He/Him) : Comm. Avalos got me! No question here

19:42:40 From Andrew Speer to All panelists : Thank you, hi all!

19:44:13 From Debbie Kitchin : Thanks Comm. Avalos - I think the impromptu requests should be clarified.

19:45:00 From Debra Porta (She, Her, Hers) : Not a bad idea

19:45:09 From Steven Phan (He/Him) : +1 with Comm. Avalos

19:46:16 From Comm. Osman (She/Her) : I am an assistant planner at the Bureau of Planning and Sustainability, does that mean I do not engage on anything relating to zoning/permits?

19:46:47 From Comm. Avalos : Yes this is a fight we have all the time at PSU. Would be good to outline whether we have restrictions on what you can abstain on or not.

19:46:48 From Comm. Ye : ^I believe our conflict of interest defined by the city is more about if you stand to profit from that decision

19:46:51 From Comm. Streeter : We may need legal to assist with what is a conflict and what isn't

19:46:59 From Comm. Streeter : Per individual

19:47:05 From Maja Haium to All panelists : Conflict of interests from a legal perspective are only if you have a financial interest at stake

19:48:05 From Comm. Osman (She/Her) : Thank you so much for that clarification

19:49:21 From Comm. Avalos : This is why it would be good to have a list that we can all transparently see

19:50:31 From Comm. Avalos : like documenting > recording

19:50:33 From Anthony Castaneda to All panelists : recording versus documenting

19:52:52 From Comm. Avalos : I also agree that I don't want absentee voting

19:53:49 From Karol Collymore to All panelists : I want absentee voting.

19:54:30 From Comm. Ye : I do too, or a variation of it if possible

19:54:58 From Debra Porta (She, Her, Hers) : True that!

19:55:06 From Julia meier to All panelists : BRB

19:55:23 From Comm. Avalos : I would be down with absentee voting after the discussion. Like if you needed more time to decide, or if you went back and watched the discussion on YouTube.

19:56:04 From Comm. Lewis : ^ Agreed

19:56:24 From Comm. Avalos : Can we also please talk about collaborative documents? How do we use them? Can we use them? How do they affect decision making?

19:57:01 From Comm. Streeter to All panelists : ^ can you explain this Comm. Avalos?

19:57:23 From Angela jones to All panelists : I agree Becca. (On absentee voting)

19:57:29 From Allison Brown (she/her) : Comm. Avalos: I'll bring this to the broader group in a minute, if that's ok with you!

19:57:56 From Karol Collymore to All panelists : I feel uncomfortable on the consen

19:58:11 From Karol Collymore to All panelists : Consensus voting as well.

20:05:28 From Comm. Ye : probably should just stick to "I" statements and not speak for the group whether we're confused or not

20:11:26 From Comm. Avalos : yeah we need a voting matrix. with type of vote and voting threshold

20:11:29 From Comm. Reddy : yes-thanks Debra--that's what I'm struggling with.

20:14:23 From Yasmin Ibarra she/her : I like that Commissioner Avalos

20:16:06 From Diana Shiplet she/her : My notes are Oregon public meetings law notes, which means I don't actually record each question, so not sure that I will have much to share with committees. Sorry!

20:16:24 From Comm. Chimuku (She/Her) : yes lets do that. My dog is praying we end at 8:30 sharp

20:16:43 From Comm. Ye : notes vs minutes is always a good distinction

20:17:46 From Comm. Streeter to All panelists : ^ agreed. minutes

20:20:21 From Vadim Mozyrsky to All panelists : Maja, you were right: “When the statute does not specify the number of votes necessary for a decision, a decision may be made by a majority of the quorum.”

20:22:21 From Comm. Ye : I'd want minutes, if we can get that done

20:22:21 From Angela jones to All panelists : whoa

20:22:32 From Comm. Streeter to All panelists : #organized

20:22:48 From Angela jones to All panelists : #everydaycounts

20:23:18 From Comm. Ye : I both hate this and love this chart

20:26:27 From Becca Uherbelau (she/her) to All panelists : Julia or Maja - a question to answer at a later date: can the charter commission refer a slate of recommendations to the May primary AND another slate of recommendations to the Nov general ballot or do we have to just pick one election? I couldn’t tell in reading the Charter language.

20:26:42 From Comm. Avalos : SIgn me up for the community engagement committee!!!

20:27:01 From Debra Porta (She, Her, Hers) : Me too!

20:27:02 From Becca Uherbelau (she/her) to All panelists : And sign me up for the community engagement committee!

20:27:14 From Comm. Ye : @Becca I recall reading that we aren't limited in when during our commission term we make voter/council referrals

20:27:15 From Maja Haium to All panelists : Thanks, Vadim. It's always good to have multiple eyes looking at things!

20:28:12 From Comm. Reddy : me too for community engagement committee

20:28:51 From Laura Oppenheimer : Grateful to hear there is interest in the community engagement committee. Thank you in advance!

20:29:01 From Comm. Avalos : to be safe I'd say expect 3. because if we do community events, commissioners should be there

20:29:47 From Comm. Ye : @Julia can I request that meeting minutes be taken (beyond notes) for future sessions?

20:29:52 From Comm. Streeter : +1 Comm. Speer - I think we should finalize bylaws this month

20:30:08 From Comm. Avalos : +1 to minutes

20:30:42 From Angela jones to All panelists : I am sorry - I have a hard stop at 8:30.

20:31:00 From Comm. Chimuku (She/Her) : count me in on that

20:31:13 From Karol Collymore to All panelists : Good night all. Thanks!

20:32:26 From Comm. Avalos : I. LOVE. CHARTS.

20:32:48 From Comm. Avalos : Great job tonight everyone! :)

20:32:49 From Steven Phan (He/Him) : Thanks y'all, Good Night!

20:32:49 From Julia meier : Thanks everyone!!

20:33:15 From Becca Uherbelau (she/her) : Thanks all!

20:33:21 From Andrew Speer : thank you everyone, good night!

20:33:25 From Vadim Mozyrsky to All panelists : Good night!

20:33:28 From Comm. Osman (She/Her) : Thank you all. Have a lovely night.

20:33:34 From Comm. Reddy : Thanks team Charter!

20:33:35 From Comm. Chimuku (She/Her) : I love zoom lol

20:33:37 From Debra Porta (She, Her, Hers) : Thanks ya'll!

20:33:38 From Comm. Chimuku (She/Her) : goodnight

20:34:15 From Ariella Frishberg (she/her), JLA : Thank you Victor!

20:34:58 From Victor (Interpreter) : My pleasure thank you for having me! I hope to assist again next time