

Minutes
Neighborhood Leadership Alliance
November 14, 2018
Board Room, Bend City Hall
710 NW Wall, Bend, Oregon



CITY OF BEND

5:00 p.m. Policies and Procedures Working Group Meeting

Call to order at 5:05 p.m.

- 1. Roll Call:** Hans Jorgensen, Lisa Mushel, Dave Johnson, Beth Hoover, Sue Sullivan, Joette Storm

Absent: Joette Storm

City staff: Joshua Romero

Consultant: Jen Rusk

- 2. Approve Minutes (5 minutes)**

Chair Mr. Johnson moved to approve the November 8, 2018 meeting minutes. Member Ms. Hoover seconded. The motion passed unanimously (5-0).

- 3. Discuss Policies and Procedures (75 minutes)**

Mr. Johnson discussed next steps for this process. His hope is to have a draft of Policies and Procedures to share in advance of the December 6, 2018, NLA meeting. The NLA would then discuss recommended changes to the draft Policies and Procedures at that meeting. Those recommended changes would be incorporated by City staff for review by the City Attorney's Office prior to the NLA taking a formal vote on adoption of the Policies and Procedures.

The committee reviewed and discussed the draft Policies and Procedures. City Staff Mr. Romero recorded edits to the draft document as Working Group members discussed them and made recommended edits.

It was decided an additional section should be added to the document to address committees and working groups. Chair Mr. Johnson will draft that section for review and discussion at the next Working Group Meeting.

Mr. Romero will send an edited draft of the Policies and Procedures to the Working Group to review prior to its next meeting.

The committee discussed the need to budget for five offsite meetings as part of the Resource Request being compiled by the Budget Working Group. Consultant Ms. Rusk will work with City staff to calculate a budget for that request and share it with the Budget Working Group.

The Working Group selected its next meeting time and date as 5-6:30 p.m. on Wednesday, November 28. City staff will notify the Working Group of the location.

4. Public Comment (10 minutes)

No public comments.

5. Adjourn at 6:52 p.m.



Accessible Meeting Information

This meeting/event location is accessible. Sign language interpreter service, assistive listening devices, materials in alternate format such as Braille, large print, electronic formats and CD Formats, or any other accommodations are available upon advance request. Please contact Joshua Romero no later than November 13 at jromero@bendoregon.gov or (619) 693-2185; Relay Users Dial 7-1-1, and (541) 385-6676. Providing, at least, 3 days' notice prior to the event will help ensure availability.