

Reading 20-G-01



Governance Committee Draft Minutes

Date: October 17, 2019

Time: 12:45 - 2:15pm

Location: DoubleTree Hotel, Spokane, WA

Call to Order and Introductions

Daniel Holmes, Chair of the Governance Committee, called the meeting to order and asked the members to introduce themselves.

Approval of July 2019 Minutes (Reading 19-G-10)

The Committee reviewed the draft minutes from the July 2019 meeting.

VOTE: Approve the July 2019 minutes (Reading 19-G-10).

Michael Raymond made the motion to approve the minutes. Andrea Belcourt seconded. The motion passed on a voice vote with no abstentions.

Adjustments to Agenda

It was suggested that an item be added to the agenda to provide an update about the proposed changes to the Executive Order that are currently under review at the Governor's Office. The agenda was accepted with the adjustment.

Update on Proposed Changes to Executive Order

Jeremy Norden-Paul gave an update on the proposed changes to the executive order that were approved by the Governance Committee at the July Council meeting. Council staff submitted the proposed changes to the Governor's Office and they are still under review. If the proposed changes are accepted, a new executive order will be issued and the current executive order will be rescinded.

Policy Review

Policy No. 404 (Reading 19-G-11)

Members of the Governance Committee reviewed Policy No. 404 (Reading 19-G-11) regarding the Council budget development process. Members asked clarifying questions and noted several suggested changes to ensure the policy is totally updated and accurate.

VOTE: Direct Council staff to make suggested changes to Policy No. 404 and bring to the next Council meeting for a vote by the Governance Committee and the full Council.

Michael Raymond moved to direct Council staff to make suggested changes to Policy No. 404 and bring to the next Council meeting for a vote by the Governance Committee and the full Council. Andrea Belcourt seconded the motion. The motion passed on a voice vote with no abstentions.

Policy No. 408 (Reading 19-G-12)

Members of the Governance Committee reviewed Policy No. 408 (Reading 19-G-12) regarding discretionary funds. After review and discussion, the suggestion was made to deactivate this policy and remove it from the Council website because the Council currently does not have a designated budget line item for discretionary funds, and does not reflect current budget practices or State Plan structure. If discretionary funds are reinstated at some point in the future, Policy No. 408 can be updated and reinstated at that time as well.

VOTE: Bring Policy No. 408 to the full Council at the next meeting to vote on deactivating the policy and removing it from the Council website.

Andrea Belcourt moved to bring Policy No. 408 to the full Council at the next meeting to vote on deactivating the policy and removing it from the Council website. Michael Raymond seconded the motion. The motion passed on a voice vote with no abstentions.

Charter Review

Members of the Governance Committee discussed the Council Charter (Reading 19-G-13). The suggestion was made to ask Council staff to do a full in-depth review of the charter, make recommended changes, and bring to a future meeting for further discussion and review. It was also suggested to organize the recommended changes in a way that makes it clear what is being recommended and why.

VOTE: Direct Council staff to do a full in-depth review of the charter, make recommended changes, and bring to a future meeting for further discussion and review.

Ryan Troyer moved to direct Council staff to do a full in-depth review of the charter, make recommended changes, and bring to a future meeting for further discussion and review. Michael Raymond Seconded the motion. The motion passed on a voice vote with no abstentions.

Organization and Tracking of Policies

Members of the Governance Committee discussed the organization of Council policies and the need to make updates, as many of the policies have not been reviewed in several years. There was discussion about how to determine which member(s) and/or committee(s) would review specific policies and the importance of writing policies in a clear and accessible way. There was a suggestion to ask Council staff to review the current policies, make recommended changes in how the policies are organized, and prepare a recommended list of priority policies to review.

Agenda Items for Next Meeting

Follow up on policy and charter review

Adjourn