

**BOARD AND COMMISSION TRANSITION TASKFORCE
MINUTES****REGULAR MEETING
TUESDAY, JANUARY 21, 2014**

The Board and Commission Transition Taskforce convened in a regular meeting on Tuesday, January 21, 2014 at Austin City Hall, Boards and Commission Room, 301 West 2nd Street, Austin, Texas.

City Clerk Jannette Goodall called the Taskforce Meeting to order at 5:10 p.m.

Taskforce Members in Attendance:

Dave Anderson
Lori Cervenak-Renteria
Babette Ellis
Jeff Jack
Victor Martinez
Gabriel Rojas
Angela-Jo Touza-Medina

Bernie Bernfeld
Scott Daigle
Dale Gray
Norman Kieke
Mary Gay Maxwell
Dave Sullivan
Olga Wise

Staff in Attendance: Jannette Goodall, City Clerk, Myrna Rios, Assistant City Clerk, John Steiner, Law Department and Mary Lamoreaux, Board and Commission Coordinator.

1. INTRODUCTIONS OF TASKFORCE MEMBERS AND STAFF**2. CITIZEN COMMUNICATION: GENERAL**

There were no citizens signed up to speak.

3. DISCUSSION AND POSSIBLE SELECTION OF CHAIR

The motion to appoint Taskforce Member Victor Martinez as Chair was approved on Taskforce Member Kieke's motion, Taskforce Anderson's second on a 13-0 vote. Taskforce Member Cervenak-Renteria was off the dais and Taskforce Member Maceo was absent.

4. DISCUSSION ON MISSION OF TASKFORCE

Discussion occurred on the issues relating to the number of members per board and commission, the appointment process, possibility of redistributing board responsibilities and potential updates to Chapter 2-1 of the City Code.

Taskforce Members directed staff to provide the following additional information on the existing boards and commissions:

- Statutory requirements relating to the creation of specific boards/commissions
- Number of cancelled meetings
- Boards/Commissions experiencing quorum and vacancy issues
- Specific membership requirements identified for a Board/Commission
- Boards/Commissions that are attached to an enterprise fund
- List of Boards/Commission that are sovereign or advisory including if possible a flow chart showing any relationships between various boards and commissions

- **City organizational charts**
- **Boards/Commissions that have exceptions to term expirations**
- **List of which recommendations from Boards/Commission have been acted upon by Council.**
- **Provide any information available on why each Board/Commission was created**

Staff was directed to provide information on peer cities with single member districts including how they handle appointments, number of members, and how they transitioned from at-large to single-member districts. In addition, staff was directed to provide the current list of Board/Commission information available in Excel format and to explore the possibility of using an on-line tool such as Google Docs for sharing and collaborating on documents. The Clerk's Office was also asked to solicit feedback from Board/Commission Chairs on their board or commission role, how they fit into the overall City structure, purpose or necessity of their board, etc.

5. FUTURE MEETING DATES

Taskforce members will notify the City Clerk's Office of any potential scheduling conflicts for future meeting dates. The City Clerk's Office will coordinate with Chair Martinez on establishing a meeting schedule.

6. FUTURE AGENDA ITEMS

Taskforce members requested the focus of the next meeting be the discussion on the number of members per boards and commissions and the appointment process.

7. ADJOURN

City Clerk Jannette Goodall adjourned the meeting at 6:02 p.m. without objection.