



DATE: February 15, 2016

TO: Jim Westmoreland

FROM: Tom Carruthers, City Attorney
Jennifer Schneier, Associate City Attorney
Betsey Richardson, City Clerk

DEPARTMENT: Legal, Legislative

SUBJECT: Recap of Boards and Commissions Meeting on Feb. 8, 2016

The Boards and Commissions Committee discussed strategies to ensure council members have an equitable number of appointments to Greensboro's various boards and commissions, collectively referred to herein as "board(s)".

The Committee decided to recommend the following to the full Council:

1. While this reorganization is underway, council members should not make appointments at the next few council meetings. Names may be placed in the data bank, however.
2. Direct the City Clerk to track all appointments by keeping a spreadsheet noting that each board has 9 possible appointment slots which are assigned to each of the 9 council members. When a board has 18 members, each council member shall have 2 appointment slots.
3. All current assignments will remain in effect. Upon approval of this new system, all appointments will be made in accordance with the new method.
4. When there is a 9 member board and a council district has more than one appointment, that additional appointment will be assigned to the mayor, mayor pro tem, and an at-large member.
5. When the membership of a board is increased, there will be a rolling order of appointments for the at large members. For example the first board requiring additional appointments will begin with the mayor, then mayor pro tem, then at-large #3, and at-large #4. For the next board requiring appointments, the order will shift to mayor pro tem, at-large #3, at-large #4, mayor. For the third board, the order will shift to at-large #3, at-large #4, mayor, mayor pro tem, and so on.
6. The rolling expiration dates of appointments will be noted in order to track which of the 9 council members is next in line to make the appointment. Council members will consult the chart regularly and will work closely with each other to ensure the fair distribution of appointments.
7. In the event a question arises as to which council member gets the next appointment, appointments will be in descending order beginning with district 1 and ending with at-large #4. That is, the successive order will be: district 1, 2, 3, 4, 5, mayor, mayor pro tem, at-large #3, at-large #4.



8. Add 2 alternates to the Redevelopment Commission, with the appointments made by at-large council member #3 (Abuzuaiter) and at-large council member #4 (Barber).
9. Add 2 alternates to the Minimum Housing Commission, with the appointments made by at-large council member #3 (Abuzuaiter) and at-large council member #4 (Barber).
10. Increase the membership on the Human Relations Commission from 15 members to 18 members.
11. Allow the membership of the Community Sustainability Council to reduce from 10 members to 9 members through attrition.
12. Allow the membership of the Commission on the Status of Women to reduce from 15 members to 9 members through attrition.
13. For Airport Authority, the council will nominate 2 people, and the mayor will appoint one of those nominees.
14. Approve a policy wherein boards with memberships up to and including 9 members shall have no more than 2 appointments per council seat, and boards with membership over 10 members shall have no more than 3 appointments per council seat unless exemptions apply. Exemptions to this policy can occur in circumstances when a board requires particular appointments (such as Historic Preservation Commission) or upon the consent of a council member whose district may become underrepresented as a result of a desired appointment. In the event a board is over-represented in a district, and if the redistribution of appointments doesn't balance the appointments, that situation will be resolved through attrition.
15. Attendance policy: appointees will be allowed 3 absences per rolling 12 month period, after which the appointee will be subject to dismissal.
16. The Committee discussed the possibility of limiting people to serving on only one board at a time. However, this matter is governed by NCGS § 128-1.1 which allows people to hold up to 2 appointments concurrently.
17. Re-align the PCRБ membership in accordance with this new system. With 9 members on the PCRБ, there will be 5 members from the HRC (which will have 18 members – see above) and 4 members who are non-HRC. The council member who has not had an appointment will nominate 2 people, one of whom must be from the HRC. The chairman of the HRC will decide the final appointments. The chairman's appointments will precede the rollout of this reorganization. Current nominations by council will be reviewed and recommendations will be made to advance some of these nominees to the enlarged HRC.
18. Continue the current process of placing names in the data bank at the second meeting of the month and making appointments at the first meeting of the month. This allows time to vet candidates, foster discussion among council members, and ensure the equal distribution of appointments.