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**City Council Work Session Minutes
CPAC Bylaws**

**Monday, January 11, 2021
6:15 p.m., Webex Community Auditorium**

***Minutes are unofficial until approved by Council.
Council approved minutes as presented February 8, 2021.***

1. ROLL CALL:

Mayor Peter Truax called the work session to order at 6:17 p.m. via Webex Video Conference.

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the **City Council conducted the Work Session remotely by video conferencing.**

ROLL CALL: COUNCIL PRESENT ATTENDED BY WEBEX REMOTELY: Donna Gustafson; Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Malynda Wenzl, Council President; and Mayor Peter Truax.

STAFF PRESENT ATTENDED BY WEBEX REMOTELY: Jesse VanderZanden, City Manager; Ashley Driscoll, City Attorney; Paul Downey, Administrative Services Director; Henry Reimann, Police Chief; Keith Hormann, Light and Power Director; Colleen Winters, Library Director; and Anna Ruggles, City Recorder (in the Community Auditorium).

2. WORK SESSION: COMMUNITY POLICING ADVISORY COMMISSION (CPAC) BYLAWS

Police Chief Reimann and VanderZanden reported the purpose of the work session was to re-examine the Community Policing Advisory Commission's (CPAC) bylaws to address Section 5. Membership, which currently stipulates the CPAC membership shall be composed of 12 Forest Grove residents and one student member (student appointees must be high school grade level and residing or attending school, including home-schooled, in Forest Grove). VanderZanden provided background information, noting the Council increased the CPAC's membership from 9 to 13 by adding 4 new Community At-large positions. The Council also delineated specific entities and/or interests to represent the community and marginalized populations. The Council interviewed applicants in work sessions held in October and November, 2020, and during that time, Council voiced concerns of the difficulty of filling all the positions with Forest Grove residents. As a result of that discussion, at the December 14, 2020, Council meeting, staff proposed Resolution 2020-108, which was proposing to amend CPAC's bylaws to allow one member to reside within Washington County (Homeless Representative); however, Council instead approved a motion to schedule a work session to re-examine CPAC's membership composition to consider whether to allow other represented positions, i.e., Forest Grove School District and Pacific University, to reside outside of the city limits as well. The Council proceeded to

approve Resolution 2020-109, which filled 10 of the 13 member appointments, including appointing one member residing outside of the city limits to fill the Homeless Representative position and one member residing within the city limits to fill a Community At-Large position as the Elderly Representative. The remaining vacant positions are actively being recruited. In conclusion of the above-noted staff report, VanderZanden advised staff is bringing back the CPAC's membership composition for further Council discussion. Lastly, Council Rules, Section 14.4.Composition, stipulates that all Boards and Commissions (B/C) shall consist of no more than 9 members unless otherwise authorized by Council or required by state law.

Council Discussion:

Mayor Truax opened the floor and roundtable discussion ensued as Council discussed the following issues that were raised during the consideration of Resolution 2020-108, to which Reimann and VanderZanden posed the following topics for Council consideration:

- 1) Should specific entities, i.e., Forest Grove School District and Pacific University, nominate an individual representative who is then interviewed by Council? If so, should the individuals reside in the city limits?
- 2) How many of the members may reside outside of the city limits?

The Council reached consensus that members representing specific entities, i.e., Forest Grove School District; Centro Cultural; Adelante Mujeres and Pacific University, shall be nominated by the entity and shall be appointed by Council, and could reside outside of the city limits. The discussion focused on allowing up to three of the represented positions to be from outside the city while the four Community At-Large positions be residents of the city. There was also discussion about elderly and/or disability representatives either as additional members or to replace existing Community At-Large positions. In conclusion of the above-noted review and Council discussion, the Council asked staff to provide additional information about other B/Cs' composition and to conduct a comparison of similar policing advisory commissions with other cities, to which VanderZanden concurred scheduling a follow-up Council work session at a later date.

Council took no formal action nor made any formal decisions during the work session.

3. ADJOURNMENT:

Mayor Truax adjourned the work session at 6:49 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder