



Citizens' Initiative Review Commission
Commission Meeting



9:00 a.m., Monday, March 10, 2014
College of Urban & Public Affairs
Portland State University
506 S.W. Mill St., Room 750A
Portland, OR 97201

MINUTES

MEMBERS PRESENT:

Jerry Hudson, Chair
James Huffman, Vice-Chair
Ann Bakkensen
Robin Gumpert
Kay Ogden
Marion Sharp

MEMBERS ABSENT:

Daniel Esqueda
Mary Forst

ADMINISTRATIVE SUPPORT PRESENT:

Tony Iaccarino, Administrative Coordinator

GUESTS PRESENT:

Sarah Giles
Roslyn Owen
Wendy Willis

Call to Order

Jerry Hudson, Chair, called the meeting of the Citizens' Initiative Review Commission (CIRC) to order at 9:02 a.m., Monday, March 10, 2014, at the College of Urban & Public Affairs, Portland State University, 506 S.W. Mill Street, Room 750A, Portland. Roll was called.

Approval of Minutes from Rules Hearing January 29, 2013

Marion Sharp made a motion to approve the minutes from the CIRC Rulemaking Hearing on January 29, 2013 meeting. Ann Bakkensen seconded the motion. Commissioners voted unanimously to approve the motion.

Approval of Minutes from CIRC Meeting January 30, 2014

Bakkensen made a motion to approve the minutes from the CIRC Meeting on January 30, 2014. Jim Huffman seconded the motion. Commissioners voted unanimously to approve the motion.

Review of 2013-15 Work Plan

Hudson presented a revised work plan for 2013-15, which included the following changes: (1) adding a brief meeting in mid-June 2014 to review sufficiency of funds, pursuant to ORS 250.149, to carry out duties of CIR Commission and to pay for statements to be printed in Voters' Pamphlet; (2) adding adoption of temporary rule regarding CIR panelist daily stipends as per SB 1544 for early July 2014 meeting; (3) adding adoption of permanent rule regarding CIR panelist daily stipends at mid-November 2014 meeting.

Ann Bakkensen made a motion to approve the revised work plan as recommended. Kay Ogden seconded the motion. Commissioners voted unanimously to approve the motion.

Financial Update

Hudson provided a financial update regarding revenues and expenditures for the 2013-2015 biennium as of March 6, 2014. He noted a current balance of \$20,999, reflecting no additional revenues since the last update on January 27, 2014, with expenditures since that time amounting to \$69 in banking fees.

Review and Approval of Biennial Semi-Independent Agency Report

Hudson introduced the CIRC's draft report, drafted pursuant to ORS 182.472, which requires that not later than April 1 of each even-numbered year (i.e. 2014), each semi-independent state agency must submit a report to the Governor, the President of the Senate, the Speaker of the House of Representatives, and the Legislative Fiscal Office providing an audit or financial report for the preceding biennium (i.e. 2011-13) as well as additional information regarding agency activities. As the CIRC only became a semi-independent state agency on August 2013, Hudson noted that the CIRC consulted with staff from LFO to determine the appropriate, though necessarily limited, content for the CIRC's first semi-independent agency report.

Huffman moved that the report be approved with minor changes reflecting any decisions made at the March 10 meeting regarding program and administrative services contracts. Bakkensen seconded the motion. Commissioners voted unanimously to approve the motion.

Review of Approval of Administrative and Program Services Contracts

Hudson noted that he had submitted the draft contracts for program and administrative services to CIRC legal counsel and that minor revisions to clarify specific deliverable were made.

Robin Gumpert moved to approve as drafted the contract between CIRC and Healthy Democracy for program services. Bakkensen seconded the motion. Commissioners voted unanimously to approve the motion.

Gumpert moved to approve as drafted the contract between CIRC and the Policy Consensus Initiative (PCI) for administrative services. Sharp seconded the motion. Commissioners voted unanimously to approve the motion.

The CIRC heard from Wendy Willis, executive director of PCI, who requested that since the CIRC will likely undergo a statutorily required financial review in Fall 2015, that PCI not be held responsible for

any administrative activities occurring *prior* to the anticipated start of its contract with the CIRC on March 17, 2014. Huffman moved that Hudson draft and sign a “transfer memo” to PCI to that effect, on behalf of the CIRC. Bakkensen seconded the motion. Commissioners voted unanimously to approve the motion.

Legislative Update

Hudson informed Commissioners that the Legislature had passed SB 1544, which allows a number of minor changes designed to improve the efficacy and reduce the cost of the CIR process, while also lifting the 2015 sunset on the CIRC. Key features of the bill include the following: (1) decreasing the number of former moderators on the CIRC from four to two; and increasing number of former panelists on CIRC from four to six; (2) changing CIR panelist daily stipends from an amount calculated using the average weekly wage to an amount established by the CIRC by rule; (3) changing the length of the CIR process from five consecutive days (minimum 25 hours) to anywhere from three to five consecutive days (minimum 24 hours); and (4) eliminating the 2015 sunset on the CIRC and CIR.

Review of Proposed Administrative Rules

Hudson led a discussion of the best ways to proceed with future rulemaking regarding CIR panelist daily stipends. Commissioners settled on a process that involved obtaining input from former CIR panelists and potentially gathering data resulting from an independent county-level CIR pilot to be conducted by Healthy Democracy in May 2014, with the goal of adopting a temporary rule in July 2014 in time for the convening of the CIR process.

Commissioners then discussed the issue of whether to create any new rules regarding how to select measures to be reviewed by citizen panels. Commissioners ultimately decided that no new criteria were necessary at this time, but that the CIRC would likely take up the issue in 2015, in time for the 2016 CIRs.

After discussing rulemaking requirements, Bakkensen moved that Sarah Giles, from PCI, be appointed to serve as the rules coordinator for the CIRC effective March 24, 2014. Ogden seconded the motion. Commissioners voted unanimously to approve the motion.

The meeting adjourned at 10:57 a.m.

Prepared by: Tony Iaccarino, Administrative Coordinator