



Citizens' Initiative Review Commission
Commission Meeting



1:00pm, Tuesday, June 8, 2015
College of Urban & Public Affairs
Portland State University
506 S.W. Mill St., Meyer Memorial Trust Boardroom
Portland, OR 97201

MEMBERS PRESENT:

Jerry Hudson, Chair
Ann Bakkensen
Ernest Estes
Mary Forst
Robin Gumpert
Kay Ogden

MEMBERS ABSENT:

James Huffman, Vice-Chair
Daniel Esqueda
Marion Sharp

ADMINISTRATIVE SUPPORT PRESENT:

Sarah Giles, Administrative Coordinator
Roslyn Owen, Financial Coordinator
Wendy Willis, Policy Consensus Initiative Executive Director

GUESTS PRESENT:

Jessie Conover, Healthy Democracy
Lucy Greenfield, Healthy Democracy
Tyrone Reitman, Healthy Democracy

Call to Order

Jerry Hudson, Chair, called the meeting of the Citizens' Initiative Review Commission (CIRC) to order at 1:00 pm., Tuesday, June 8, 2015, at the College of Urban & Public Affairs, Portland State University, 506 S.W. Mill Street, Meyer Boardroom, Portland. Roll was called. The Commission welcomed new Commissioner Ernest Estes, who had participated as a citizen panelist during the 2014 CIRs and had been selected from among other citizen panelists participating in the 2014 CIR evaluation.

Approval of Minutes from Commission Meeting April 20, 2015

Ann Bakkensen made a motion to approve the minutes from the CIRC Commission Meeting on April 20, 2015. Kay Ogden seconded the motion. Commissioners voted unanimously to approve the motion.

Financial Update

Besides the discussion of the 2015-2017 Budget, there were no additional Financial Updates.

2015 - 2017 Budget

Rules Coordinator Sarah Giles reported on the public hearing for the proposed 2015-2017 Budget, held immediately prior to the Commission Meeting. One member of the public attended but provided no public comment. The Policy Consensus Initiative provided written comments explaining costs for two years of administrative support while Healthy Democracy provided written comments showing the cost differences for a 3.5 day vs. 4 day vs. 5 day CIR process.

Budget Coordinator Roslyn Owen from PCI also provided some initial response from the Department of Administrative Services on what the line item on Stage Government Service charges cover. According to DAS, the CIRC is charged the lowest amount that DAS charges a semi-independent state agency. Much of what is covered in that charge does not apply to the CIRC as there is no staff, but DAS was unsure of a way to reduce the fee from the lowest amount they have. This amount does cover liability for the Commissioners. DAS was going to investigate other options but as of yet has not provided additional information. PCI recommended lowering the budgeted amount from \$10,000 to \$6,000 as that will more accurately cover what DAS has been charging. Commissioners discussed the possibility of seeing if it would be possible to negotiate with DAS for more legal support, if needed, or if there was potential to negotiate for other services if DAS can't reduce the amount.

Commissioners also discussed the written submission from Healthy Democracy comparing the estimated costs of a 3.5 day (\$129,000) vs. 4 day (\$137,500) vs. 5 day (\$184,000) CIR process. Healthy Democracy is only at the beginning stages of exploring the research on differences between the 3.5 day CIRs in 2014 and the previous 5 day CIRs. Healthy Democracy recommended that the Commission budget for a 4 day CIR process and consider making any adjustments per the Commission's proposed rule language on budget amendments if the Commission felt the research demonstrated the need for a 5 day or 3.5 day CIR.

PCI and Healthy Democracy also clarified that the revenue side of the budget was reliant upon the Commission setting a budget and the funding availability coming from the CIRC's current main funder, Healthy Democracy. Healthy Democracy was still committed to raise funding for the CIR processes as it has been doing in the past.

Chair Hudson asked PCI to describe the rationale of raising administrative services from \$17,000 to \$20,000. PCI Executive Director Wendy Willis explained that the previous year's fee of \$17,000 was based on 3 Commission meetings when in fact PCI staffed six meetings. In order to provide services close to the previous year's amount, PCI was recommending adjusting to \$20,000 to cover 4-5 meetings per year plus unanticipated reporting for the Governor's office and DAS. The next biennium would also cover an extensive report to the state legislature, which the previous year had not.

Ernest Estes made a motion to change the budget to reflect \$6,000 for state services from \$10,000, with a budget total of \$202,110. Robin Gumpert seconded the motion. All voted in favor.

2015-2017 Work Plan

Commissioners review modifications from the draft work plan from the previous meeting. Ann Bakkensen motioned to approve the work plan. Gumpert seconded the motion. All voted in favor.

Administrative Contract

The Commission's current administrative contract with PCI expires June 30, 2015. Chair Hudson explained that Commissioners have the ability to reach an agreement with PCI for renewal of the existing contract with amendments to the scope of work and amount as described earlier or the Commission has the option to conduct an RFP process with a minimum of two applicants submitting proposals. Hudson, Bakkensen, and Kay Ogden also expressed an interest in renewal. Gumpert made a motion to move forward with the renewal process with PCI. Bakkensen seconded the motion. All voted in favor.

CIRC Recommendations from 2014 CIRs and Healthy Democracy Process Review

Jessie Conover from Healthy Democracy provided an overview and a timeline of their CIR process review. The objective is to develop the best possible CIR process, drawing upon past experiences and the current research. HD would be holding two different confabs - one in Oregon and one with other national partners - to identify specific challenges and possible solutions. HD was requesting that at least two members of the CIRC participate. Bakkensen, Gumpert, Ogden, and Mary Forst all expressed interest. In addition, HD would also like to meet with the CIRC in early fall to provide updates and gain additional feedback prior to providing the CIRC with a proposed re-design, anticipated in December 2015.

Chair Hudson also asked if there was any updates from other states who had been interested in institutionalizing CIR processes in their states. Healthy Democracy Lucy Greenfield shared that while legislation in Washington and Arizona had not passed in their 2015 legislative sessions, there was still energy and interest in continuing those efforts.

Commissioners also discussed a desire to see more moderators trained in Oregon to be able to facilitate future CIRs. Healthy Democracy explained this was part of the long term goal of the re-design.

Other Business

Commissioners agreed to hold the next meeting in early September to provide time for the Oregon process redesign confab and any follow up.

Public Comment

There was no additional public comment made.

The meeting adjourned at 2:40 p.m.

Prepared by: Sarah Giles, Administrative Coordinator