

COUNCIL MEETING AND PROCESS EFFICIENCIES

At the September 2022 meeting the Executive Director presented a white paper on the topic of Council effectiveness and operational efficiencies ([Agenda Item C.3, Attachment 1](#)), as requested by the Council. The white paper covered several issues, including the timing and format of advisory body and Council meetings, improvements to the Council decision-making process, and making information flow (e.g., the submission of briefing materials) more timely and efficient. The Council directed the Executive Director and staff to further explore the tradeoffs associated with meeting formats (e.g., in person, hybrid, and remote). Staff prepared a second white paper addressing the Council's request (Attachment 1). In considering the white paper, the Council may wish to focus on the question of the continued use and timing of online advisory body meetings and the staff proposal for the effective deployment of different meeting formats.

The first white paper (referenced above) also discussed a strategic planning process that would align longer term Council budget and priorities with meeting formats. The initial discussion of this nexus of topics is scheduled for discussion in June. As discussed in 2022, a strategic planning meeting of this sort could involve Council members constituted as a "committee of the whole" which would make recommendations to the broader Council. Such a committee would not be considered a quorum in terms of decision making (even if the number of Council member participants exceeds the quorum threshold) because the meeting would not be noticed as a Council meeting and the agenda would be limited to considering and making recommendations on the matters that the Council has referred to it. This approach would allow a larger number of Council members to participate in a more informal, workshop-like meeting conducive to discussion and brainstorming. Results of such a session, which would be best scheduled outside of a regularly scheduled Council meeting, would be brought back to the Council in quorum to act on.

As currently scheduled, Council staff is intending to bring forth a paper in June that further discusses the pathway forward for this strategic planning concept for further Council consideration. However, if the Council has further direction regarding this strategic meeting concept at the April meeting, such direction would be welcomed.

Council Action:

- 1. Consider the Ideas in the Staff White Paper and Identify Next Steps.**
- 2. Discuss and Provide Further Guidance for Organizing a Strategic Planning Session as Appropriate.**

Reference Materials:

1. Agenda Item F.2, Attachment 1: Staff White Paper on Formats for Council Advisory Body Meetings.
2. If received, Public Comments are electronic only ([see e-portal](#)).

Agenda Order:

F.2 Council Meeting and Process Efficiencies

Merrick Burden

- a. Reports and Comments of Management Entities and Advisory Bodies
- b. Public Comment
- c. **Council Action:** Council Discussion and Guidance on Next Steps

PFMC

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