

**CITY OF PORTLAND
LEGISLATIVE/NOMINATING COMMITTEE MEETING MINUTES**

February 23, 2016 Meeting @ 4:00 p.m.

Portland City Hall, 389 Congress Street, City Manager's Conference Room, Portland, Maine

A. Attendance/Introductions:

Councilor Justin Costa, Chair, Councilor Jill Duson, Co-Chair, Councilor Jon Hinck, Mayor Ethan Strimling, City Manager Jon Jennings, Corporation Counsel Danielle West-Chuhta and Kate Knox, Esquire (by telephone).

B. Discussion Items:

Review/Discuss the City Council's three (3) primary goals for the Legislative/Nominating Committee (articulated at the Council's priority/goal setting session). The goals were as follows:

- 1) Establish a specific legislative agenda by September 1, 2016 for both Federal and State levels of government;
- 2) Have a process to determine the City Council's position on legislation that is nimble enough to react quickly; and
- 3) Be intentional about making the Boards and Committees reflect the City.

The Committee discussed how this legislative session the City has decided to take a "pause" on legislative advocacy until a process is in place as described in number 2, above.

The Committee then heard from Kate Knox who indicated that it would be extremely helpful for her to know who the "point or contact person" is and what the City's determined process is (for deciding which legislation it supports or does not support). Additionally, she noted that it would be helpful for the City to prioritize its legislative agenda and to make sure she knows and understands those priorities. Finally, she stated that she found the legislative committee meetings (with the Portland delegation) very helpful and that it would be great if a draft agenda and notice of those meetings were provided in advance of the meeting to her and other members of the group.

The City Manager indicated and noted for the record that he had a discussion with Kate and put her in contact with the Portland Public Schools Superintendent to discuss school funding issues in this legislative session.

Ultimately, the Committee discussed a possible process of setting an agenda (with priorities) by September 1, 2016. The process that was discussed included the following steps:

- 1) Sending out (via e-mail) an "open survey" in June or July to all City staff and/or Department Heads, the City Council, the Portland delegation and possibly stakeholder groups requesting that they send in ideas for legislation or issues that need to be addressed through legislation in the upcoming session;

- 2) This open survey information/list of ideas would then be presented to the Legislative Committee at a meeting (possibly with the delegation), and would be reviewed/discussed/and prioritized;
- 3) Next, the prioritized list from the Legislative Committee would be sent to the full City Council for its review and approval before the September 1, 2016 deadline. This list would then be shared/reviewed with the Portland delegation at a subsequent meeting;
- 4) Then, after the list of bills is issued by the Legislature, the Committee would again review its prioritized list (mentioned in numbers 2 and 3 above) and determine if there is anything that needs to be changed or adjusted and present that revised list to the full City Council for its review and approval; and
- 5) Finally, the Legislative Committee would have a meeting with the Portland delegation wherein the final list would be presented to them (and Kate).

With regard to emerging issues that arise through-out the legislative session, it was discussed that the Mayor would act as the point of contact (for Kate) and that he would work with the City Manager and Corporation Counsel to address and deal with those the issues. It was also discussed that regular meetings with the Portland delegation would most likely continue throughout the next legislative session.

Finally, the Committee indicated that it would like the City Manager to come up with a proposal as to how to deal with the Federal process and legislative issues.

The Legislative Committee portion of the meeting adjourned at 5:05 p.m., and the Nominating Committee portion of the meeting continued with interviews of various candidates for the open seats on several of the City's Boards and Commissions.