



**Charter Review Commission  
(Amended) Minutes  
WebEx Board Meeting  
January 11, 2022, 7:00 PM**

**Members Present:** Chair Fred Evans, and members Harold Hodges, Jack Kelly, Sally Kram, Robert Kurnick, Kevin Owen, Anita Powell, Izola Shaw, Marissa Valeri, and Robert Wright were present.

**Absent:** John Becker and David Gottesman were absent.

**Staff Present:** City Clerk/Director of Council Operations Sara Taylor-Ferrell, Deputy City Clerk Danny Winborne, and Management Assistant Melissa Wiak were present.

**I. Welcome**

City Clerk Sara Ferrell opened the meeting via WebEx at 7:05 p.m. Chair Evans welcomed all those present.

**II. Approval of Minutes—December 14, 2021**

Commissioner Wright suggested adding language to include the list of individuals to whom the interview questions were sent.

City Clerk Ferrell stated that staff will amend the minutes to include the wording “by audience” regarding each subset of interview questions, and to add to future agendas an “action list” to help keep the Commission on track.

Commissioner Valeri suggested the Commissioners send Chair Evans potential agenda items in advance of meetings so topics can be added to the agenda and commissioners can give feedback prior to the upcoming meeting.

**Motion:** To approve the minutes from December 14, 2021, as amended.

Moved by Commissioner Wright, seconded by Commissioner Valeri, and approved unanimously.

**III. Review of Letter to Interviewees**

Discussion took place regarding the e-mail template and letter that will be sent to each interviewee.

**Motion:** To approve the e-mail template and letter, as amended

Moved by Commissioner Kram, seconded by Commissioner Wright, and approved unanimously.

#### **IV. Interview Process/Timeline**

City Clerk Ferrell stated that the virtual Community Forum/Town Hall will occur on Tuesday, March 15, 2022, at 7:00 p.m. The Commission will discuss the formal invite and layout for the town hall meeting at its January 25, 2022 meeting.

#### **V. Next Steps**

Commissioner Valeri reiterated the need for implicit bias training. She stated that she will have a potential coordinator contact City Clerk Ferrell regarding the next steps.

Chair Evans indicated that the Board of Supervisors of Elections sent a letter to the Mayor and Council regarding proposed changes to the City Charter.

**Motion:** To discuss the contents of the Board of Supervisors of Elections letter to the Mayor and Council at the Commission's January 25, 2022 meeting.

Moved by Commissioner Owen, seconded by Commissioner Wright, and approved unanimously.

During the discussion period to this motion above, Commissioner Hodges objected to having to wait until the next CRC meeting before discussing this letter.

#### **VI. Future Meetings**

Tuesday, January 25, 2022—7:00 p.m.

#### **VII. Adjournment**

There being no further business, the meeting adjourned at 8:59 p.m.

**Motion:** to adjourn.

Moved by Commissioner Owen, seconded by Commissioner Shaw, and approved unanimously.