



**Boards and Commissions Task Force
Minutes
Diamondback Terrapin Conference Room
Meeting No. 03-19
Wednesday, February 6, 2019 at 7:00 PM**

Commissioners Present: Steven VanGrack, James Hedrick, Anne Goodman, Jack Kelly, Lorraine Tarnove, John Becker

Commissioners Absent: Anne Herbster, Anita Powell, Ben Parry, Jonathan Walker

City staff: Jenny Kimball, Cindy Walters, Sara Taylor Ferrell, Jackie Mobley

Guest: Brigitta Mullican

I. Convene

Meeting convened at 7:00 p.m.

II. Minutes

January 30, 2019 Meeting 02-19 - Approved

III. Questionnaire

Commissioners Hedrick and Tarnove led discussion and overview of the current board and commission member responses to the BCTF survey. BCTF discussed creating interview questions out of the responses received from the survey. BCTF decided to send former board and commission member survey the week of February 11.

IV. Evaluation Criteria

Commissioner Jack Kelly led discussion on revised Proposed BCTF Evaluation Criteria to consider using in examining the existing and potential new boards, commissions, committees and task forces. The Criteria focus on relevance, effectiveness, diversity, operational performance and transparency.

Action item: Staff will compile a list of the current informal committees that are not included in the BCTF binder or the City Code.

V. Interviews with Current Chairs and Staff Liaisons

Chair VanGrack recommends scheduling interviews by February 20th and contacting past chairs/members to participate in survey by March 1st. BCTF decided to prepare the interview guide next, have the interview schedule set by

the next BCFT meeting, and to plan to hold the interviews at the end of February.

Action item: Mr. Hendrick would create interview guide and schedule and discuss at next meeting.

Future Meetings

Wednesday, February 20, 2019, 7-8:30 p.m.
Black-eyed Susan conference room (3rd floor)

Adjournment

With no further business to discuss, the meeting adjourned at 8:30 p.m.