

**DeKalb County Ad Hoc Rules Committee
Minutes**

April 23, 2012

All committee members present: Derek Tyson, Paul Stoddard, Marlene Allen, Riley Oncken, Julia Fullerton, John Hulseberg

County Board: Ken Andersen, Larry Anderson, Anita Turner, Charlie Foster, Stephen Reid

Staff: Gary Hansen

The Committee had met previously and discussed changes to the Rules, it was agreed at that time that some provisions would be considered at a later date and that the package of changes to the Rules should be presented as a complete package.

The Committee reviewed and made changes to the following Sections:

2-29 – Officers: 5(b) was amended to replace “ad hoc executive committee” terminology with “nominating committee” and to provide that committees organized after the organizational meeting of the full Board be formed with the consent of the entire board.

2-31– Rules of Order (2): The Committee discussed a prior, committee-approved change to the rules requiring members to stand when address the Chairperson or County Board. The Committee discussed allowing for instances where an individual may be unable to stand. J. Fullerton moved and seconded, P. Stoddard seconded a change requiring individuals to stand “if practical.” Approved unanimously, with the exception of R. Oncken.

(15) The Committee agreed to insert, for clarity, that the County, in addition to any third party, may record Board and committee meetings, unless the meeting is closed session or any witness testifying before the applicable body objects. Moved by J. Fullerton, seconded, P. Stoddard. Approved unanimously.

(16) The Committee discussed a provision allowing the Chairperson to request DeKalb County law enforcement to remove disruptive persons from full Board meetings. Included in the provision is the qualifier that the individual must persist in disrupting or interfering with a Board meeting. P. Stoddard moved, R. Oncken seconded. Approved unanimously.

(17) A previously considered provision enabling a consent agenda whereby matters deemed non-controversial by the Executive Committee could be placed by the County Chairperson in one agenda item for full Board consideration was approved with the addition that the expenditure of funds may never be subject to a consent agenda. Moved by R. Oncken, seconded by J. Hulseberg. Approved unanimously.

2-23(a) was amended in a prior Committee meeting to provide that Special meetings may be called by the Chairperson pursuant to the Open Meetings Act and that meeting materials be made available electronically to Board members and the public.

(c) was amended in a prior Committee meeting to provide a mechanism for County Board members to override a cancelled meeting of a Committee or the full Board and to prohibit the cancellation of more than two, full Board meetings per year. A provision accounting for cancellation due to inclement weather was also included.

2-35 (a) was amended to require the consent of the Executive Committee in order to place items on the County board agenda, to include “calendar” before “days” and (b) was amended to require that the agenda be finalized at or before the Executive Committee meeting preceding the next full Board meeting. Moved by R. Oncken, seconded by J. Hulseberg. Adopted unanimously.

(c) was amended to require that all matters placed on the Executive Committee agenda shall originate from a standing or ad-hoc committee, unless the Executive Committee votes by a 2/3 majority to place such item on the agenda. Moved by R. Oncken, seconded by P. Stoddard. Adopted unanimously.

2-37 was amended in prior committee action to clarify that each individual speaking at a full Board meeting must state his/her name and address. Further, the Board may waive rules applying to comments from the public by a simple majority vote. The Committee also clarified that issues properly noticed with a public hearing conducted by a hearing officer may not be addressed by the Public at a full Board meeting. The Committee struck language indicating that this prohibition applied to such issues only where the record had not yet been presented to the full Board. Moved by J. Fullerton, Seconded by J. Hulseberg. Adopted unanimously.

2-39 indicating that no person may smoke during Board meetings was stricken at a prior meeting and replaced with a provision requiring respectful manner and business casual or professional attire. P. Stoddard moved and J. Fullerton seconded that all County Board members shall be encouraged to dress in such fashion. Adopted unanimously.

2-40 was amended by the Committee to provide that the Executive Committee, formed after the organization meeting of the County Board be renamed the “Nominating Committee” and to make grammatical changes to clarify that a vice-chairperson of the Board and members of each committee and their respective chairpersons and vice-chairpersons be selected for the seven standing committees with the advice and consent of the full Board. Other grammatical changes in (a) and (b) to provide consistent internal references were approved. Moved by D. Tyson, seconded by J. Hulseberg. Adopted unanimously.

2-41 (a) was amended strike “eight” standing committees to be consistent with the reference to seven standing committees referenced in the prior section (2) was amended to clarify that the chairperson of the Executive Committee be the chairperson of the full Board and that that the vice-chairperson of the Executive Committee be the vice—chairperson of the full Board. Further, (2) was previously amended at the committee level, to clarify that where the Chairperson of the full Board is unavailable for an Executive Committee meeting, the Vice-Chairperson shall preside. Should the Vice-Chairperson be unable to preside, the Board Chairperson may select another Executive Committee member to be Chairperson for that meeting. With respect to (3), it was previously amended at the committee level to

provide that the Forest Preserve Committee be the oversight body for “Go Green” efforts. Moved by M. Allen, seconded by R. Oncken. Adopted unanimously.

In addition, K. Andersen suggested that we may re-evaluate Section 2-30 (member seating) to align with the rotation for voting, indicating it may be easier for the County Clerk during roll call votes. The Committee expressed concern that this change could cause confusion, but indicated it may discuss the proposal at later date.

2-42 was amended by the Committee to preclude the ability of each committee to provide its own rules for the election of a vice-chairperson and other such officers as the committee may require. Moved by R. Oncken and seconded by J. Hulseberg. Approved unanimously.

2-43 was previously amended at the committee level to make grammatical changes so that the provision is consistent and to eliminate (d), a provision that had sunset. Moved by J. Hulseberg, seconded by M. Allen. Approved unanimously .

2-45 was amended to insert that a verbatim record (in the form of audio or video recording) of all closed sessions shall be kept and maintained - with the written minutes created for future disclosure. A provision allowing for a body in closed session to take a non-binding straw poll was also added. Moved by D. Tyson, seconded by M. Allen. Approved unanimously.

2-47 was amended to require that Ad Hoc Rules Committee members recommended by the County Chairperson be approved by the full Board. Moved by D. Tyson, seconded by M. Allen. Approved unanimously.

K. Andersen discussed a change to the Order of Business, that could be made administratively, recognizing all standing committees in the Agenda item listing. The Committee was receptive.

Committee then discussed a proposed collective bargaining policy provided to R. Oncken by County Administrator Ray Bockman. The policy included a reference point for defining bargaining teams; the role of standing committees to act in an advisory capacity to negotiators; and the ratification of collective bargaining contracts by the County Board.

C. Foster presented amendments to the collective bargaining policy. The Committee discussed whether such a policy was necessary and if better communication between staff and the Board was a more appropriate solution to encourage productive collective bargaining sessions that align with Board recommendations.

M. Allen moved adjournment, J. Hulseberg seconded. Approved unanimously.