

CITY OF ALBANY

MEMORANDUM

DATE: October 22, 2010

TO: Beth Pollard, City Manager

FROM: Judy Lieberman, Assistant City Manager

SUBJECT: Social and Economic Justice Commission
Recommendations regarding Advisory Report

- 1) Eliminate Staff for Minute Taking: The Commission felt strongly that having minutes taken by staff allowed for higher quality participation by all Commissioners. Also, they felt that having discussion included about why actions were or were not taken was important and that it added a level of professionalism to the meetings.
- 2) Limiting Agenda Access: This item provoked the most discussion. Commissioners wanted to ensure that Commissioners would be able to bring items to the Commission that were not necessarily referred by the Council. They did recommend that all commissioners should work closely with the Council members who appointed them. The consensus agreement at the meeting was that the Commission as a body (majority vote) should be able to put items on the agenda for further discussion.
- 3) Adopt Pro/Con analysis and provide deadlines for input: SEJC was in favor of this, and would like Council to be as direct as possible about their needs and timelines when referring issues.
- 4) Names of Members and City provided email address on web site: SEJC was in favor of this, as long as the email was not anyone's private email.
- 5) Evaluate Advisory Bodies Bi-annually: There was some concern with having staff evaluate Commissioners. Also, is bi-annually really twice a year or did the report mean once every two years?
- 6) Advisory Sponsored Forums: SEJC is okay with this, but it was unclear who does it or what the issues are.
- 7) Update Advisory Body Handbook: SEJC in favor of this, suggest a timeline for doing so would be appropriate.

With regard to the recommendation to merge with Sustainability Committee, the SEJC commissioners were open to this idea. They see the intersection of environmental, economic and social justice issues. However, they do understand that the Sustainability Committee is not in favor of merging, and that they are more tasks than policy oriented.

The Commissioners agree with meeting on an as-needed basis, and the Commission has been working toward this during the past year, cancelling meetings if no pressing issue is before them.