



## **TSCC Regular Business Meeting**

### **Meeting Minutes**

**Tuesday, July 19, 2022**

**2:00 p.m.**

Chair Harmony Quiroz, Commissioners Norton, Wubbold, and Donahue were present, as were Executive Director Allegra Willhite, and Budget Analyst Tunie Betschart

Absent: Commissioner James Ofsink

### **REGULAR MEETING**

Chair Quiroz called the meeting to order at 2:03.

### **TSCC Budget Season 2022 Retrospective**

Executive Director Willhite gave an overview of the 2022 budget season using a PowerPoint presentation, briefly reviewing the objectives, schedules, and changes made for this budget season. She presented an exercise to receive commissioner comments on the staff-prepared written reviews for the fiscal year 2023. She asked the commissioners to place sticky notes expressing their comments/suggestions under the two categories, What Worked Well and Suggestions for Potential Improvements.

#### **Here are the Results:**

##### Budget Reviews – What Worked Well

- Ease of reading/format
- Less redundancy between text and graphics
- Better graphics
- Having the extra help through the budget season
- Timing of delivery

##### Budget Reviews – Potential Improvements

- Some district submissions were late
- Could consider grouping/organizing reviews differently – e.g., try to group 2 big districts and then separate discussion meetings for some small districts all together
- Try for more emphasis on the "why" analytics
- How can we incorporate responses that staff receives from the districts (sometimes after the discussion meetings), maybe pull them forward into the following year's review if applicable

She conducted the same exercise for the Approved Budget Public Hearings conducted by the commissioners, asking for comments/suggestions on the preparation, process, timing, interaction with the district, and any other comments or suggestions the commissioner may have.

**Here are the results:**

Budget Hearings – What Worked Well

- Having planned follow-ups built into the questions
- Having 90 minutes for some of the larger districts
- Using google docs for sharing/editing
- Providing news links and old hearing links
- Having in-person hearings when possible
- Moving the timing of public comment from after the prepared questions to before them
- The number of questions timed out well
- Smooth operations generally

Budget Hearings – Potential Improvements

- Would it be possible to consider giving a written response ahead of time? (consensus is no, not sufficient time).
- Commissioners discussed potentially mentioning public comment tie-ins when asking the question because we often have a question related to the speaker's issue. Commissioners could also consider adding a related question on the fly.
- Include at least one specific question for board members (for the hearings where they will be in attendance)
- Time management at hearings/having enough time for questions: discuss expectations and set clear parameters during Staff to Staff meetings; make some hearings longer (PPS 90 minutes, allow two hours for the Multnomah County/Library combined hearings).
- Do whatever we can to avoid districts just reading the answers.

There was considerable discussion around managing the time during the hearings, the length of time taken on some answers, and holding the hearing to 60 or 90 minutes by excluding prepared questions. Staff will discuss the various suggestions with the districts during the staff-to-staff meetings.

**Preliminary FY22 Budget Report**

Executive Director Willhite gave a brief overview of the TSCC budget stating TSCC is on track to be under budget for the FY22, in part due to less than anticipated consulting services costing for the database and technology, and less travel than anticipated due to continued preferences for online meetings. Allegra will provide more detail once the fiscal year-end figures are known.

**TSCC Annual Work Plan**

The FY23 Work Plan Preview of the draft plan was presented in advance, and Executive Director Willhite asked if any comments or items needed to be changed, removed, or added. The work plan will be discussed and finalized in the fall.

**Wrap-up & Other Business**

**Weekly Update**

- Executive Director Willhite said she is conducting a test with the TSCC Weekly Update, changing it to a twice a month newsletter. Currently, this is a pilot program, and she will evaluate the reactions and comments from the readers. The time it takes to create this weekly communication may be better used in other areas. Switching to a semi-monthly newsletter will still get the news to the districts and leave time for ways to serve the districts better.

### **Annual Report**

- Executive Director Willhite is putting together a focus group to review, comment on and make suggestions to improve the TSCC Annual Report. Currently, there are four interested participants signed up willing to contribute to this project. The first meeting of the focus group will be on August 15.

### **Fall 2022 Tax Hearings**

The dates for the fall tax hearings have been finalized and are unchanged from the draft dates:

- October 5, Alto Park Water District Local Option Levy Hearing
- October 12, Corbett Rural Fire Protection District Bond Hearing
- October 20, Portland Community College Bond Hearing
- October 27, Metro's Parks and Nature Local Option Levy Hearing

The discussion meetings are scheduled for:

- September 27, Hearings for Alto Park Water District and Corbett Fire District
- October 11, Hearing for Portland Community College
- October 17, Hearing for Metro

There being no other business, the meeting was adjourned.