



## Citizens' Initiative Review Commission Commission Meeting



9:30 am, May 21, 2013  
Rhoades Conference Room, 700 Summer St. N.E. Ste 320  
Salem, OR 97306

---

### MINUTES

---

#### **MEMBERS PRESENT**

Jerry Hudson, Chair  
James Huffman, Vice-Chair  
Marion Sharp  
Ann Bakkensen  
Robin Gumpert  
Daniel Esqueda  
Kay Ogden

#### **STAFF PRESENT**

Randy Harnisch, Policy Analyst  
Marc Janssen, Commission Specialist  
Karen Clevering, Assistant Attorney General

#### **MEMBERS ABSENT:**

Mary Forst

#### **GUESTS PRESENT:**

Kacey Bull  
Katie Knoblock  
Tony Iaccarino

#### **Call to Order**

Jerry Hudson, Chair, called the meeting of the Citizens' Initiative Review Commission (CIRC) to order at 9:02 am, Tuesday, May 21, 2013, at the Portland State Office Building, Room #445, 800 NE Oregon St. Portland, OR 97212. Roll was called.

#### **Approve Minutes: November 14, 2012**

Jerry Hudson corrected the date on the minutes to November 14, 2012. Ann Bakkenson moved with a second by Robin Gumpert to accept the minutes as amended. The motion passed unanimously.

#### **Legislative Update**

Jerry Hudson led a discussion of recent meetings with legislators and the Secretary of State's (SOS) Office (SOS) regarding an agreement to provide administrative staffing for the commission. The SOS declined, indicating that there may be an appearance of partiality because CIRC provides documentation taking one position over another.

Randy Harnisch mentioned that the Legislature has paid a lot of attention to boards and commissions over the last two sessions. HB 2074 would move OHLA from the Department of Administrative

---

---

Services to the Oregon Health Authority. The measure has not passed out of committee yet but it appears to have the support of the House and Senate leadership and the Governor's office. If it passes it may impact OHLA's ability to continue to support commissions like CIRC.

Harnish also provided a background for how CIRC came to OHLA. Originally DAS was named in the statute for having responsibility for CIRC. Last year DAS tapped OHLA to assist with the start up of CIRC because of its expertise with small boards.

Tony Iaccarino, Healthy Democracy Fund, relayed that he explored alternative board staffing options. He reached out to six board and commission staffs and received no positive results thus far. The informal conclusion that Iaccarino and his staff reached was a government board or agency would be unlikely to voluntarily support the CIRC with administrative staff. Iaccarino approached the SOS office at the suggestion of Rep. Nathanson. The SOS expressed concern that there may be a perception that the office may be supporting a commission where panelists are taking a stance on a ballot measure.

### **Review Citizen Panel Evaluations and Approve final Commission Report to Legislature on 2012 Citizens Review Process**

Jerry Hudson indicated that aside from the additions of two appendices D and E, there were some minor changes to the report since the last time the commission met.

#### **MOTION:**

James Huffman moved with a second from Ann Bakkensen to accept the report as written.

The board discussed specific wording, the meaning of approving the report, and the inclusion of findings and recommendations.

James Huffman amended the motion with a second by Ann Bakkensen to accept the report as written with a commitment to revisit the appendices D and E with the intent of the CIRC to write findings and recommendations and to strike the place holder language where it occurs. The amendment was approved unanimously. The motion passed unanimously.

### **Executive Session**

Jerry Hudson called for the Citizen's Initiative Review Commission to enter executive session pursuant to ORS 192.660(2)(f) at 10:05 am on May 21, 2013 for the purpose of considering information or records exempt from public inspection.

Hudson concluded executive session and the board reconvened regular session at 10:55 am. It was noted that no decisions were made and no votes were taken in executive session.

### **Commission Staffing**

The board discussed administrative staffing options, including working with a state agency and other options such as non-profit staffing.

- 
- 
- James Huffman noted that the administrative piece does not have to be tied to an organization that is involved in the political process but rather someone who has administrative knowledge.
  - The board discussed the separate functions of the commission: funding, program activities, and administrative support.
  - Iaccarino clarified Healthy Democracy's role and contractual obligations for fundraising and program management.
  - Hudson began the search for administrative support with the concept that the staffing would have to be done by a state agency, but now he is open to other options.
  - Huffman suggested that Healthy Democracy could provide all three functions. The board discussed the advantages and disadvantages of all three functions controlled by one entity.
  - Iaccarino confirmed that Healthy Democracy could provide all three areas the board discussed. Healthy Democracy believes it is prepared to carry out those functions for the next biennium with the goals:
    - CIRC will become self-sustaining in terms of funding
    - The board members will develop a deep ownership, knowledge, and awareness of the Citizen Initiative Review program
    - CIRC will become a fully autonomous state agencyIaccarino suggested that Healthy Democracy has the resources to address each of these three goals.
  - Karen Clevering, Assistant Attorney General and Randy Harnisch discussed state contracting and hiring practices.

**MOTION:**

Marion Sharp moved with a second from James Huffman to request staff and legal council to generate a request for proposal for administrative services until the end of the next biennium, June 30, 2015.

Motion passed unanimously.

The meeting adjourned at approximately 11:45 am.

Prepared by: Marc Janssen, Commission Specialist

[Note: An audio recording is available by public records request. Please contact the agency for additional information.]