

GENERAL POLICY COMMITTEE

The Clerk of Commission proposes to pilot a new meeting structure for the General Policy Committee in **Fiscal Year 2020**. GPC will operate on a quarterly cycle of sessions to discuss specific priorities and initiatives based on the focus areas outlined in the City Commission's Strategic Framework. Each quarter will begin with an administrative meeting to review open items and identify goals. The remainder of the quarter will consist of working sessions to hear updates, discuss content, and collect feedback.

An **Annual Calendar Review** will be held the first meeting of each new fiscal year to approve the schedule of meetings for the upcoming year, including legislative recesses. See *FY2020 Calendar attached*.

Proposed Meeting Structure

ADMINISTRATIVE SESSIONS

1st Meeting of Each Quarter

Review the Previous Quarter

- Review items remaining on the referral list. Decide whether to keep items in the queue or to table them.
- Follow up on open items or request to extend an item into the next quarter.

Plan for the New Quarter

- Select one or more focus areas for each meeting and identify goals for the quarter.
- Review the referral list and staff project list to assign projects to each goal.
- Review the policy research list and schedule research items to be heard.
- Prioritize the work based on existing projects, feedback from the evaluation tool, etc.
- Request committee updates (as needed) for each section with any referrals up.

DISCUSSION/WORKING MEETINGS

All Remaining Meetings

Hear assigned items from the strategic focus areas and other updates as needed.

Invite stakeholder groups to participate in discussion based on the topic.

- Consider information needed and consider opportunities for community engagement.
- Obtain input from and refer items to the Advisory Boards & Committees.

Sample Meeting Agenda

Roll Call

Adoption of Agenda

Approval of Minutes

Administrative Session *(1st meeting of each quarter)*

- Determine quarterly goals and review current projects underway
- Assign focus area(s) to be heard during the quarter's remaining working sessions. Dates for each will be noted on the upcoming meeting agendas. *Each focus area will not necessarily be heard at each meeting.*
- New referrals overview – categorize new projects as referred
- Scheduling for research reports to be heard

Working Sessions

Create a Path for Economic Opportunity *To be heard October 10th*

- Discussion Item 1
- Discussion Item 2

Accelerate the Journey to Sustainability *To be heard October 24th*

- Discussion Item 1
- Discussion Item 2

Cultivate a Resilient Community *To be heard November 14th*

- Discussion Item 1
- Discussion Item 2

Committee Updates *To be heard as needed for recommendations to the full body*

- Digital Access Committee
- Race & Equity Committee

Outstanding Referral Updates

Discussion of outstanding recommendations are business related or otherwise unrelated to one of the strategic priorities.

Commission Comment

Public Comment

Adjournment

City Commission Meeting Calendar

FISCAL YEAR 2020

10/3/19 **Commission Meeting**
 10/10/19 **GPC**
 10/17/19 **Commission Meeting**
 10/24/19 **GPC**
 10/31/19 **No Meeting - 5th Thursday**
 11/7/19 **Commission Meeting**
 11/14/19 **GPC**
 11/21/19 **Commission Meeting**
 11/28/19 **No Meeting - Thanksgiving**
 12/5/19 **Commission Meeting**
 12/12/19 **GPC**
 12/19/19 **No Meeting - Winter Recess**
 12/26/19 **No Meeting - Winter Recess**
 1/2/20 **No Meeting - Winter Recess**
 1/9/20 **GPC**
 1/16/20 **Commission Meeting**
 1/23/20 **GPC**
 1/30/20 **No Meeting - 5th Thursday**
 2/6/20 **Commission Meeting**
 2/13/20 **GPC**
 2/20/20 **Commission Meeting**
 2/27/20 **GPC**
 3/5/20 **Commission Meeting**
 3/12/20 **GPC**
 3/19/20 **Commission Meeting**
 3/26/20 **GPC** *Tentative Spring Recess*

4/2/2020 **Commission Meeting**
 4/9/2020 **GPC**
 4/16/2020 **Commission Meeting**
 4/23/2020 **GPC**
 4/30/2020 **No Meeting - 5th Thursday**
 5/7/2020 **Commission Meeting**
 5/14/2020 **GPC**
 5/21/2020 **Commission Meeting**
 5/28/2020 **GPC**
 6/4/2020 **Commission Meeting**
 6/11/2020 **GPC**
 6/18/2020 **Commission Meeting**
 6/25/2020 **No Meeting - Summer Recess**
 7/2/2020 **No Meeting - Summer Recess**
 7/9/2020 **No Meeting - Summer Recess**
 7/16/2020 **Commission Meeting**
 7/23/2020 **GPC**
 7/30/2019 **No Meeting - 5th Thursday**
 8/6/2020 **Commission Meeting**
 8/13/2020 **GPC**
 8/20/2020 **Commission Meeting**
 8/27/2020 **GPC**
 9/3/2020 **Commission Meeting**
 9/10/2020 **GPC**
 9/17/2020 **Commission Meeting**
 9/24/2020 **GPC** *Tentative Fall Recess*