

Gainesville City Commission

GENERAL POLICY COMMITTEE

The General Policy Committee operates on a quarterly cycle of sessions to discuss policy ideas within the Policy Research Phases. Each quarter will begin with an administrative meeting to review open items, identify new items for discussion, and to hear updates on previous items. The remainder of the quarter will consist of working sessions to hear and discuss policy ideas, and to provide policy direction.

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 **FY2022 Calendar** attached.

MEETING STRUCTURE

ADMINISTRATIVE SESSIONS

1st Meeting of Each Quarter

Review the Previous Quarter

- Review items from previous quarter. Discuss where items are in Swim Lane.
 - Review Swim Lane Status of previous quarter items.
- Items should be progressing through Swim Lanes.

Plan for the New Quarter

- Review Policy Research Swim Lanes for status on Current and Past Research
- Select Policy Research reports to be heard.
- Select similar Policy ideas where appropriate.

DISCUSSION/WORKING MEETINGS

All Remaining Meetings

Hear assigned Policy Research items and other updates as needed. Invite stakeholder groups to participate in discussion based on the topic.

- Consider information needed and opportunities for community engagement.
- Obtain input from and refer to the appropriate Charter for further analysis.

Sample Meeting Agenda

Roll Call

Adoption of Agenda

Approval of Minutes

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

- Review Policy Research Reports in Swim Lanes
- Assign Policy Research Reports to be heard during the quarter's remaining working sessions. Dates for each will be noted on the upcoming meeting agendas. *Each Swim Lane will not necessarily be heard at each meeting.*
- Place new referrals in appropriate Swim Lane

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

