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&

RYAN PARSELL, CHIEF PUBLIC INFORMATION OFFICER

Citizen Outreach Group - February 4, 2019

- Members Present:** Stephanie Adams, Jeff Aldrich, MaryAnna Clemons, Kelvin Dean, Ed Dills, Creed Spillane
- Excused Members:** David Couch, Annette Hagopian, Roland Rainey
- Unexcused Members:** Arthur Glynn
- County Staff Present:** Sherri Cassidy, Amy Folsom, Ryan Parsell, Deanna Ruschioni, Nicola Sapp, Henry Yankowski, Joel Quevillon
- Commissioners Present:** Mark Waller, Chair, and Longinos Gonzalez, Jr., Vice-Chair
- Guests:**
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The meeting was called to order at 9:30 a.m.

Sherri Cassidy, El Paso County Chief Financial Officer and Ryan Parsell, Chief Public Information Officer welcomed each of the 2019 Citizen Outreach Group members, and the members were asked to introduce themselves. They also introduced and welcomed MaryAnna Clemons, the newly appointed At Large member to the Citizen Outreach Group.

Commissioner Chair, Mark Waller, and Commissioner Vice-Chair, Longinos Gonzalez, Jr. addressed the COG members, thanking them for serving and mentioning that El Paso County appreciates them proliferating their message to the citizens; letting them know what county government does, and also bringing citizen concerns and issues back to them.

An attempt to connect two of the COG members via teleconference to the February 4th meeting, Roland Rainey and David Couch, was unsuccessful.

Election of COG Officers

A motion was made to nominate Kelvin Dean as Chairman of the COG. The motion was seconded and all present were in favor (6-0) (with four members absent and 1 opening to be filled). Kelvin Dean accepted.

A motion was made to nominate Creed Spillane as Vice Chairman of the COG. The motion was seconded and all present were in favor (6-0) (with four members absent and 1 opening to be filled). Creed Spillane accepted.



Administrative Items

- 1) A motion was made to approve the October 15, 2018 meeting minutes; it was seconded and the minutes were approved as written.
- 2) Legal Overview by Amy Folsom, El Paso County Attorney
 - By statute the County Attorney's office exists to provide legal service to the Board of County Commissioners, all the County Elected Officials, and to any duly constituted advisory board that they set up to help them do their job, which is exactly what the Citizen Outreach Group is. The County Attorney is in place for their convenience and for their legal advice (for things within the course and scope of what this body is doing).
 - Attorney/Client Privilege – the fundamental basis is if someone seeks legal counsel from an attorney, the law says that the information given and received between the attorney and the client is absolutely privileged. However, when there are multiple clients or when the advice is being given to the body such as the COG; the legal advice is absolutely privileged, but that privilege belongs to the Board as a whole and not to any individual. The advice the County Attorney gives to the body belongs to that body and it would be inappropriate for any individual to take that advice and talk to someone else about it. If the COG committee as a collective decides to waive that privilege and talk about it publically, they can do that, but that is just not an ability that an individual has.
 - It is appropriate that any conversations the County Attorney and the COG have, can be shared with the Board as there is no privilege between these clients.
 - Executive Sessions – GOC can have private conversations with legal counsel that aren't subject to public scrutiny only in certain circumstances, and the County Attorney or a member of the County Attorney's office will be with them to guide them through the process.

Fair Campaign Practice Act Overview by Amy Folsom

- As an individual citizen of this County, COG members may engage in any political activity; however, it is important that the members keep COG and political events separate. COG cannot use any County equipment, personnel, or use their COG position while campaigning such as wearing their COG badge.
- Community events and town hall meetings are appropriate County business and COG can support and wear their badges in their capacity as a member of this board.

Amy Folsom also provided a brief overview of the policies and procedures of the Colorado Open Meetings Law which is statutory. El Paso County is a statutory county and follows the Colorado statutes. Requirements for openness and transparency that inure to the Board of County Commissioners extend to the Citizen Outreach Group as a local public body.

- The Colorado Open Meetings Law applies to any meeting of a local public body wherein public business is discussed.
 - COG is a local public body with 11 voting members. Whenever 6 or more of this public body is present and there is any conversation considered to be public business, the open meeting laws apply.
 - COG members can meet in the public, but avoid the topic to discuss public business. If discussions occur between COG members regarding ideas pertaining to the COG, then the members must leave whatever official action taken during that meeting undone to avoid any violations.
 - Correspondence through e-mail pertaining to public business must abide by the open meeting laws as well. Group e-mails are not permissible if discussing public business. This applies to text messages as well. Communications via e-mail and phone messages (private computers and phones) are subject to CORA should a request be made.
 - Public notices will be posted 24 hours in advance of each meeting and will be posted on the lobby board inside the County Administration Building, Centennial Hall, 200 S. Cascade Avenue, Colorado Springs, CO.
 - Regular meetings are scheduled from 9:30-11:00 a.m. in the Pikes Peak Conference Room of the County Administration Building, Centennial Hall, 200 South Cascade Avenue, Colorado Springs, CO. A 2019 proposed meeting schedule and agenda was handed out and will be posted on the Citizen Outreach Group website page:
<https://admin.elpasoco.com/financial-services/budget-finance/citizens-outreach-group-agendas-minutes/>;
 - Minutes and audio recordings will be subject to the open meeting laws and become public record. The custodian of minutes is the Budget Division of El Paso County Financial Services. Written minutes will be kept on file in the Budget office and on the Citizen Outreach Group website page mentioned above.
- 3) Approval of the Resolution of the Citizen Outreach Group concerning the Policies and Procedures in furtherance of The Colorado Open Meetings Law C.R.S. 24-6-401 et.seq (Sunshine Notice Requirements):
- The motion was made and seconded to accept the resolution as written. This was approved unanimously by all present (6-0) (with four members absent and 1 opening to be filled).

4) Volunteer Harassment Training

- El Paso County is requesting that all boards and commissions volunteers participate in one of the 2019 Volunteer Harassment Training sessions. COG members have been invited to attend the March 4, 2019 session to take place at the Centennial Hall auditorium, from 12:00-1:30 p.m. A video recording will be made during this particular session and can be provided to the COG members who cannot attend.

5) Sherri Cassidy spoke to the title changes being made to the COG Bylaws from the original Resolution No.16-325 & Formulation of the Bylaws, and the new resolution and updated Bylaws will be provided to the COG at the next scheduled meeting. She also spoke to the Term Matrix and Appointments (as approved by the Board of County Commissioners), and the 2019 Proposed Meeting Schedule and Agenda.

- The COG members asked that we hold a meeting on March 18th to further discuss the El Paso County Citizens College, and the County Fair volunteer and sponsorship opportunities.
- The Sheriff's Public Safety Tax (PST) presentation which was originally scheduled for June 17th was changed to June 10, 2019.
- The May 13th meeting will now be held at the Office of Emergency Management building, and a tour of the facility will be added to the agenda.

Updates

Ryan Parsell spoke to the 2019 El Paso County Citizens College:

- It was an agreement among the COG to have Citizens College this year. Further discussions and brainstorming will take place in the March 18th COG meeting to put plans together for this fall.

Ryan Parsell spoke to the 2019 El Paso County Fair:

- David Couch expressed the desire for COG to have the opportunity to engage with the County Fair a little differently this year.
- Ryan spoke with Tim Wolken, Community Services Director, and he provided a handout listing some additional volunteer duties and sponsorship opportunities in case COG decides they would like to take ownership of some aspects or events of the County Fair as opposed to just working as volunteers.
- COG was asked to review this list and bring their ideas to the March 18th meeting.

Ryan Parsell provided a brief overview of the El Paso County structure:

- The five County Commissioners and the County-wide Elected Official are voted in by the citizens of El Paso County.
- The Board of County Commissioners directly appoints the Administrator and the County Attorney.
- The Administrator – all other El Paso County positions are hired through the County Administration.
- The Pikes Peak Workforce Center and the Public Health Department are overseen by separate boards; however, their financial services are provided by El Paso County.

Sherri Cassidy provided an overview of the El Paso County 2019 Adopted Budget Book, which included the 2018 Distinguished Budget Award recognition, and can be viewed on line at: <https://admin.elpasoco.com/wp-content/uploads/Budget/BudgetHearings/2019BudgetHearings/2019OAB/2019-Adopted-Budget-Book.pdf>;

The meeting adjourned at 11:15 a.m.