

MEMORANDUM – ISSUE REVIEW SESSION



TO: Mayor and Council
FROM: Mayor and Council Staff
DATE: January 6, 2022
SUBJECT: Board and Commission Engagement Update

AGENDA ITEM: 2B

PURPOSE:

This presentation is the third presentation for Mayor and City Council regarding improving the engagement of current Boards and Commissions.

RECOMMENDATION OR DIRECTION REQUESTED:

Staff seeks City Council direction on the following recommendations for improving Board and Commission engagement:

- Engagement and Appreciation
 - Establish Annual Chair/Council Retreat
 - Recommend that Councilmembers act as Liaison to a Board and Commission
 - Annual Reports to be Presented at a Council Committee
- Recruitment
 - Expand Annual Public Information Campaign
 - Targeted Recruitment Campaigns Towards Underrepresented Communities (EIA)
- Training and Development
 - Establish the City Clerk's Office as the Central Department
 - Institute a Minimum Level of Training for all Members and Liaisons, that Includes Equity in Action Framework
 - Establish Mentor/Mentee Program
 - Empower Boards & Commissions to Refresh their Bylaws Within the Next 12 months

CITY COUNCIL STRATEGIC PRIORITY AND RELATED PERFORMANCE MEASURE:

This proposed plan is aligned with Strategic Priority #2 Strong Community Connections. This presentation meets the Strategic Priority 2.15: Feeling Invited to Participate in City Decisions.

BACKGROUND INFORMATION:

At the March 5, 2020 Work Study Session, Issue Review Session Item 2D was City of Tempe Boards and Commissions: Engagement, Recognition, and Diversity. Following the presentation, Tempe City Council gave the following direction: reinstate the annual Board and Commissions recognition event, issue nametags for Board and Commission members, and to provide special recognition for members with five or more years of service. The nametags were given to all members in the summer of 2020. Unfortunately, due to COVID-19, the Annual Appreciation Event has been postponed since it was first approved.

The City of Tempe has 28 Boards and Commission. The Council directed that the current members of the Boards and Commissions be surveyed for additional information for future Council decisions. The survey was developed with a few of the Board and Commission staff liaisons. Surveys were sent to members on July 20, 2020.

At the August 7, 2020 City Council Retreat the results of the survey were given in a presentation. Following the presentation, Tempe City Council asked staff to explore the following options: assigning a youth member on each Board or Commission, initiate a review process of the mission and goals for each Board and Commission, offer childcare options, explore an option to allow members to rotate service, ensure a more equitable distribution of membership among the five zip codes in Tempe,

include Equity in Action in the recruitment of new members, and research compensation for volunteers with the City Attorney's Office.

FISCAL IMPACT or IMPACT TO CURRENT RESOURCES:

If council decides to implement some of these recommendations, there would be nominal costs associated with it. The primary costs would be from an Annual Appreciation event and Annual Chair/Council Retreat.

ATTACHMENTS:

Attachment 1 – Board and Commission Engagement Update Presentation

Attachment 2 – Presentation from August, 2020 City Council Retreat