**Taxation, Revenue, and Utilization**

**of Expenditures (TRUE) Commission**

**Niki Brunson, Chair**

**INTERNAL OPERATIONS COMMITTEE MEETING MINUTES**

**April 11, 2018**

**11:00 a.m.**

**City Council Conference Room B**

**Suite 425, City Hall**

**Attendance:** TRUE Commissioners Ben Wasson, John Roberts

**Also**: Jeff Clements – Council Research Division

See attached sign-in sheet for additional attendees.

The meeting was called to order at 11:21 a.m. and the attendees introduced themselves for the record.

Commissioner Wasson distributed and discussed a revised draft of the Policies and Procedures manual. The primary difference from the previous version was additions to the Review of Special Projects section, describing how the commission would undertake special projects on topics of interest. The procedures include development of a project proposal, approval of the project by the full commission, reporting on special projects on each full commission meeting agenda, quarterly progress reports, and final adoption and dissemination of special project reports when complete. The distinction between major and minor projects was discussed.

Commissioner Roberts suggested the need for a reference in the Policies and Procedures to the commission’s use of either Roberts Rules of Order or the City Council Rules as procedural standards for operation of meetings. The subject will be raised with the full commission at a future meeting.

The other major change to the previous document was an expansion of the Communication section by Commissioner Wasson to add new provisions to the Media Relations and Online Communications subparts, along with some minor re-ordering of pre-existing language. Consideration was given to adding language regarding TRUE Commissioners offering personal opinions in meetings with public officials or in public forums and the necessity of specifying that such personal opinions do not represent the official stance of the full commission. Mr. Wasson will craft language on that topic and add it to a new revised edition of the document. The language regarding “talking points” will be refined to reflect that they are merely facts that the commission has identified and differ from officially adopted “position statements” that represent the commission’s official stance on some issue. The new proposed subparagraph (h) under Media Relations will be deleted since individual commission members have the right to express personal opinions on topics in ways that do not violate the Government in the Sunshine Law.

Commissioner Wasson said that he added the proposed section on Online Communication in hopes that the commission would adopt that policy, to the extent that it is feasible to adopt and use social media within the confines of the Government in the Sunshine Law. There was discussion of who should be designated to manage the account(s), how it would be determined what content is to be posted, who would do the posting, and how all content is captured and archived as required by the public records law. Mr. Wasson believes that the use of social media would raise the TRUE Commission’s profile and accessibility to the general public. Commissioner Roberts suggested that the commission designate “official channels of the Commission” as referenced in the introduction to the Online Communication section. The group discussed the process of exploring social media accounts with the appropriate City officials (Ethics Officer, City Council Staff Director, Information Technologies Division, etc.). Mr. Wasson will explore the feasibility of the concept with the appropriate City officials in preparation for presenting the idea to the TRUE Commission for its consideration, if it is determined to be possible.

The meeting was adjourned at 12:27 p.m.

Jeff Clements, City Council Research Division

Posted 4.13.18 10:00 a.m.