

LOC Policy Committee Guidelines

The role of the policy committees is to give advice and make recommendations to the League's Board of Directors as part of the Board's policy development process. This may include:

- Participation in the proposal of Oregon Municipal Policy revisions;
- The review of areas to recommend that the League take proactive and defensive positions in the legislative process; and
- Service as a focus group when necessary to assist staff assessing policy issues.

The following policy committee guidelines are intended to provide broad, procedural guidance for the League's policy committees:

Committee members are appointed for two-year terms. It is anticipated that in even-years, committees will meet three or four times between January and June; in odd-years, once or twice in the fall on an as-needed basis. Committee members may participate in committee work by phone. Summary minutes will be taken of each meeting by League staff.

Committees may include the following:

Committee members:

- Members will consist of elected city officials or full-time city employees.
- Not more than two members from a single city shall be appointed to the same LOC policy committee.
- Each city represented on a single committee may have one vote. For committees that have multiple members on a single committee, it is up to those particular members to determine how their single vote shall be cast on matters when a vote is taken.

Interested parties:

- Interested parties will consist of in-house government relations or lobby staff.
- Interested parties are non-voting committee representatives.

Liaisons:

- Liaisons may be specially appointed to a committee, on a case-by-case basis by the Committee Chair and the League's Executive Director.
- Liaisons are non-voting committee representatives.

Formal votes must be taken on specific policy recommendations to the Board. It is a matter of the individual Committee Chair's discretion, whether other committee decisions or other types of recommendations are made by formal votes or by consensus. When a formal vote takes place, a quorum must be present. A quorum of the committee consists of one-third of the members. Committee members may participate in meetings by phone.