

MINUTES

Charter Review Committee City Council Subcommittee March 2nd, 2018 4:00 PM

Meeting Attendees:

- Rikki Spector, Co-Chair
- Earl Adams, Co-Chair
- Josh Greenfeld
- Tyson King-Meadows
- Sameer Sidh
- Kara Kunst
- Andrew Aleshire, staff
- Elena DiPietro, Law-staff

Topics Discussed:

- The subcommittee unanimously approved the minutes from the previous meeting on February 22nd.
- Subcommittee meeting dates. Committee agreed to the next meeting, March 8th at 5:30 PM.
- Subcommittee concurred that future meeting items should include:
 1. March 8th at 5:30
 - Standard for vetoes
 - Legislative/Budget process
 - Council President role and duties
 2. March meeting, week of March 12th
 - Independent Commission on redistricting
 - Standard for setting new council district boundaries
 3. March meeting, week of March 19th – Council District arrangement (multi-member, at-large and overall number of members)
- Subcommittee opens conversation on appointment process for council district vacancy
- Subcommittee was presented with the current process based on the current charter and current City Council rules
 1. Charter says “Each vacancy in the City Council shall be filled without delay” and after public notice, the City Council shall elect a person by a majority vote.

2. Current City Council process calls for an independent commission to be formed made up of various members of the district and appointees by the City Council President. The commission holds a public hearing and recommends an individual to the City Council for consideration. Then, the City Council votes “yea” or “nay” on the recommendation.
- Subcommittee discussed possibility of special elections to fill a vacant seat to ensure a city council person elected by the residents of the district, but State Law does not allow for Baltimore City to hold special elections.
 - Subcommittee discussed the possibility of holding a non-binding election to make a recommendation to the City Council – this would be defined outside the City Charter. It was noted that this carries a cost that would be incurred by the City.
 - Suggested path for filling vacancies:
 1. Section on vacancy appointments should stay as it is, but it should be recommended to change state law to allow for special elections in Baltimore City. The City residents want to be treated as all other jurisdictions in the State of Maryland.
 2. Should the State Legislature make the change, the City Council would keep the current process to *appoint an interim-councilperson*.
 3. At the next available scheduled election, the *residents of the district with a vacancy would vote on a replacement*.
 - Other issues discussed on vacancies:
 1. Should a time limit be placed on the appointment?
 2. Emergency vacancies. How do other counties handle emergency vacancies should a quorum not be available due to a “catastrophic event”?
 - The meeting was adjourned at 5:43 PM

**COMPLIANCE CHECKLIST
FOR MEETINGS SUBJECT TO THE MARYLAND OPEN MEETINGS ACT ***

Name of public body Charter Review Commission
Subcommittee on City Council Date of Meeting: 3/2/18

1. ☒ Did you give "reasonable advance notice" and keep a copy or screenshot?
2. ☒ Did you make an agenda available when notice was posted, or, if not yet determined, as soon as practicable, but at least 24 hours before the meeting?
3. ☒ Did you make arrangements for the public to attend?
4. ☒ Is someone prepared to keep minutes in writing or, otherwise, to run the equipment for minutes in the form of live and archived video or audio streaming?
5. ☒ If part of this meeting might be closed to the public, have you first:
 - ☐ Made sure that the public body designated a member to take training in the Act? (eff. 10/1/17)
 - ☐ Made sure that the topic to be discussed falls entirely within one or more of the 14 "exceptions" that allow the closed session? (see over for the list)
 - ☐ Given notice of the open meeting to be held right before the closed session, so that the presiding officer can hold the required public vote to close?
 - ☐ Made sure that the initial open meeting will be attended by a member designated to take training in the Act, and, if a designated member cannot attend, made sure that the public body is ready to complete this compliance checklist at the open meeting and keep it to attach to the minutes? (eff. 10/1/17)
 - ☐ Equipped the presiding officer to prepare a written statement with the required disclosures? (for a model form with instructions, go to <http://www.marylandattorneygeneral.gov/Pages/OpenGov/Openmeetings/default.aspx>)
 - ☐ Equipped the presiding officer to limit the closed session discussion to the exceptions and topics cited on the written closing statement?
 - ☐ Arranged for closed-session minutes to be kept and adopted as sealed?
 - ☐ Equipped someone in the closed session to keep a record of each item of information that must be disclosed in the minutes of the next open meeting? (for the list, see the model closing statement).
 - ☐ For a meeting recessed to hold a closed administrative session, arranged to disclose, in the minutes of the next open meeting, the date, time, and place, persons present, and subjects discussed?
6. ☒ Have you arranged for the preparation, the adoption as soon as practicable, and posting online if practicable, of minutes of the open meeting, including summaries of any prior closed sessions, and this form (when required), completed on this side?

**This checklist is designed for general use as well as for use at open meetings of public bodies that hold closed meetings on or after 10/1/2017, when a member designated for training cannot attend the initial open meeting. See GP § 3-213(d). Like the earlier checklists, this checklist gives general guidance, does not guarantee "compliance" with every provision of the Open Meetings Act, and will be revised occasionally.*

(Revised June 2017)