LEAGUE OF WOMEN VOTERS® OF DALLAS

Observer Corps Report

Information you submit may be made public. Please answer each question to the best of your ability. (*Indicates required)

1. Observer's Name* Ashley Washington
2. How did you observe the meeting (in-person/ livestream/ previous recording)?*. Livestream
3. Did you observe the whole meeting? (If no , please indicate which portion of the meeting you observed)* Whole Meeting

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4. Name of the Governmental Body or Agency.* Charter Review Commission
5. Type of Meeting (regular, special, or called meeting)* Regular
6. Meeting Date* September 27, 2023.
7. Names of Members Present: All 15 members were present but did not introduce themselves. Chair Allen Vaught presided over the meeting.
8. Staff Present? Carrie Rogers, Billierae Johnson, Laura Morrison, Brady Flannery, Barron Eliason, Jake Anderson and three unidentified staff members who weren't introduced.
9. Media Present? N/A
10. Were Texas Open Meeting Requirements Followed?

	Yes	No
• Did the agenda clearly describe discussion items?	X	
• Was a quorum present to vote on agenda items?	N/A	
• Was the meeting notice posted 72 hours in advance?	X	
• Was there adequate opportunity for public input?		X
• Did the meeting recess into executive session?		X

• If the meeting recessed for an executive session, was the public properly notified?		N/A
• Does it seem like decision-making discussions took place outside of the public's view?		X

11. Were any issues on the agenda relevant to any League positions or programs? The League of Women Voters of Dallas has a position on city

12. Do you want to tell us anything else such as:
    a. **The process**: The meeting was called to order at 6:30 pm. After the Chair delivered opening remarks,, staff presented the discussion and briefing agenda items in order. Although, two discussion items – a proposed calendar and methods to submit charter amendments – were not taken up. The public could acces PowerPoint presentations before the meeting and can be found in the next section

    b. **The general content of the meeting**:

    Staff PowerPoint Presenations:

    - Administration Overview by Carrie Rogers, Director of Goverment Affairs.
    - Code of Ethics by Barron Eliason, Chief Integrity Officer, City Attorney's Office.
    - Texas Public Information Act, by Brady Flannery, Assistant City Attorney, City Attorney's Office.
    - Texas Open Meetings Act by Laura Morrison, Assistant City Attorney, City Attorney's Office.
    - Robert's Rules of Order by Anna Lamberti Holmes, Assistant City Attorney, City Attorney's Office.

Key Points from Director Carrie Rogers:

- ★ The **Office of Government Affairs** is responsible for administrative support such as updating the website, accepting public comments and amendments through the charterreview@dallas.gov email address, and coordinating meeting logistics.
- ★ The **City Attorney's Office** is responsible for parliamentary support and legal counsel like vetting proposed amendments to ensure they pass legal muster.
- ★ The most common question relates to opportunities to submit amendments. Council members, senior city staff and stakeholders will each receive a call for suggested amendments at a future date.
- ★ Public communications and outreach includes a bilingual media strategy, ADA compliant images/maps, opportunities for public testimony and translation services. All meetings are broadcast live and available in the public meeting archive.
- ★ Commissioners can request a briefing on particular items and invite experts. Staff will put together process guidelines request or submit individuals for expert testimony.

c. **The decisions made at the meeting**: The committee did not make any formal decisions during this meeting. The first official business meeting is scheduled for October 12 at 6:30 pm. The commission will take action on the proposed calendar at this meeting.

d. Groups affected by decisions made in the meeting: N/A