

1 Summary of June 20, 2019
2 Countywide Citizen Advisory Committee Meeting #1
3 Judge Guy Boyington Building
4 857 Commercial Street
5 Astoria, Oregon 97103
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7 **The meeting was called to order at 2:00 p.m. by Gail Henrikson, Clatsop County Community Development**
8 **Director.**
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10 CCAC Members Present	11 Commissioners Absent	12 Staff Present
13 Jim Alegria		14 Gail Henrikson
15 Patrick Corcoran		16 Monica Steele
17 Andrew Davis		
18 Harold Gable		
19 Cheryl Johnson (NECAC)		
20 Jan Mitchell		

21 **Welcome and Introductions:**

22 Clatsop County Board of Commissioners Chair, Sarah Nebeker, welcomed the committee members and
23 thanked them for volunteering to be involved in this important process. The committee members
24 introduced themselves and explained why they had chosen to become involved with the committee and
25 what they were looking to achieve with the comprehensive plan update.

26 **Election of Chair and Vice Chair:**

27 Cheryl Johnson nominated Patrick Corcoran as chair, seconded by Jan Mitchell. Mr. Corcoran declined the
28 nomination. Jim Alegria nominated Jan Mitchell as chair, seconded by Andy Davis. Ms. Mitchell declined
29 the nomination. Cheryl Johnson nominated Andy Davis as chair. The committee unanimously approved the
30 nomination.

31 Patrick Corcoran nominated Jan Mitchell as vice-chair. The committee unanimously approved the
32 nomination.

33 **Review of Project Scope of Work and Schedule:**

34 Ms. Henrikson discussed the comprehensive plan update scope of work that had been approved by the
35 Board of Commissioners. She stated that the process was scheduled to last for almost three years. She
36 explained that the Northeast CAC would review all 18 goals in the comprehensive plan in addition to
37 reviewing the Northeast Community Plan.

38 **Distribution of Meeting Binders, Review of Background Documents, Distribution of Materials for Meeting**

39 **2:**

40 Ms. Henrikson reviewed the materials that had been included in the agenda packets that had previously
41 been mailed to the committee members. She explained that they were provided for background and to
42 provide the committee with a foundation for future discussions. The committee members discussed the
43 acceptable boundaries for communication with other committee members outside of a regularly-scheduled
44 meeting.
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46 Ms. Henrikson then distributed the materials for the committee's next meeting. She stated that discussion
47 at the next meeting would focus on Goal 1 – Citizen Involvement. She specifically asked the committee
48 members to think about groups or organizations with which they were involved and to consider how those
49

1 groups could be included in the update process. The committee discussed how meetings and open houses
2 were advertised.

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4 **Establishment or Regular Meeting Date and Time:**

5 The committee determined that the third Thursday of each month at 4:00pm should be their regular
6 meeting date and time. However, because the Northeast CAC had rescheduled their monthly meeting to
7 the third Thursday of July due to Independence Day, the Countywide CAC moved their July meeting to July
8 17th at 4:00pm. The meetings will continue to be held at the Boyington Building.

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10 **Public Comment:**

11 Chris Farrar, addressed the committee and asked if staff could show materials on the overhead screen so
12 the public would also be able to view them. Ms. Henrikson stated that staff would do so in the future.

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14 **Closing Comments and Adjournment:**

15 *As there was no further business or discussion, Chair Davis adjourned the meeting at 3:03 p.m.*
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