

**OPARB**  
**Minutes of Tuesday, August 16, 2012 Meeting**  
**5:30 p.m. – 7:30 p.m.**

Dale Tiffany, Chair	P	Liz Holohan, Member	P
Claudia D'Allegri, Member	E	Pat Sainsbury, Member	P
Joe Hawe, Member	P		
Michael Pendleton, Consultant:	P		

*(Absent = A, Present = P, Excused = E, \* = by phone)*

The meeting began at 5:30 pm.

### **Housekeeping**

Nancy discussed email retention. All emails will autodelete after 45 days. To keep them beyond that, drag them into your "3 Yr Retention" folder. To retrieve them, go to the email folder marked "Mimosa Archive" and use the search function. If you have questions, please ask Nancy. She will put you in touch with the Records Manager or have her come talk to the group.

The minutes of the 6/26 and 7/19 meetings were approved with a minor change on the 7/19 "next meeting" information.

Members discussed requesting a seat on the Mayor's new commission.

**Media Contact** – Dale talked with Amy Radil of KUOW about OPARB's recommendations in view of the DOJ proposal. She has also talked to other key stakeholders such as SHRC, MEDC, and ACLU to gather information for an article.

### **Strategic Plan –**

1. Implement Policy Report/10 Recommendations
2. Case Review
3. Communications Strategy
4. Review OPA Statistics Report

The final strategic plan will be posted on the web.

Michael recommended that immediate priorities be

- Send succinct letter to the Mayor requesting a seat on the commission
- Urge Harrell to pursue changes to the board
- Case review

Members discussed content and strategy with regard to Pat's letter. They agreed to continue to flesh out Pat's letter with no immediate release date required. Distribution strategy is not yet decided.

### **September 5 Presentation to Public Safety Committee –**

Dale and Liz will finalize the Final Report and Recommendations and submit it to CM Harrell and the Public Safety Committee members, as well as Ann and Kathryn prior to the September

5 presentation. After the presentation, Nancy will send it out to stakeholders, post it on the web, and create and submit a clerk file. Shall we issue a press release?

Dale plans to meet with Ann and Kathryn prior to September 5.

Everyone is asked to suggest topics of study and research for interns.

Nancy will talk to Sonja to learn how to arrange for case review outside business hours.

The meeting was adjourned at 7:30.

Notes taken by Nancy Roberts.

The next scheduled public meeting will be held on Wednesday, September 5, at 11:30 am in the Al Rochester room on the 2<sup>nd</sup> floor at City Hall.