

# SWEDISH MEDICAL CENTER-FIRST HILL STANDING ADVISORY COMMITTEE



**City of Seattle**  
Edward B. Murray, Mayor

**Seattle Department of Neighborhoods**  
Kathy Nyland, Director



**SWEDISH**



# OVERVIEW

Introductions

Process

By-laws

Questions

	Category	Name
1	First Hill Improvement Area/Neighborhood Organizer	Alex Hudson
2	Business Person/Northwest Kidney Centers	Betsy Mickel
3	Citywide Representative/Architect	Carl Tully
4	Neighbor/Planner	Douglas Holtom
5	Neighbor/Architect	Jeff Dvi-Vardhana
6	Neighbor	Rexford Brown
7	A non-management representative of Swedish	Tammy Lord
8	Business person/Harborview Medical Center	Ted Klainer
Alt 1	Neighbor/Architect	David Nemens
Ex Officio	Department of Neighborhoods	Maureen Sheehan
Ex Officio	Department of Planning and Development	Tami Garrett
Ex Officio	Seattle Department of Transportation	Beverly Barnett
Ex Officio	Swedish Medical Center First Hill Campus	Sherry Williams

# PROCESS

After adoption of the Master Plan, the Community Advisory Committee (CAC) is reformed as a Standing Advisory Committee (SAC). The role of the SAC is to monitor compliance with the provisions of the adopted master plan. The SAC meets as needed, but no less than annually, to:

1. Review an annual report from the institution on its development;
2. Review and comment on progress under the transportation management plan;
3. Review requests for amendments to the plan and recommend whether the amendment is a major or minor issue and any conditions that should be attached to the granting of an amendment; and
4. Provide comments on any project developed under the provisions of the adopted plan that requires a Master Use Permit (MUP), supplemental environmental review or is subject to any conditional use.

# BY-LAWS - MEMBERSHIP

## **Composition**

6 – 12 community members

4 ex-officio members – DON, DPD, SDOT, & Swedish

## **Job Description**

Contribute to developing good communication between Swedish Medical Center First Hill Campus and the adjacent community.

Become familiar with the proposed Swedish Medical Center First Hill Campus master plan and with Swedish Medical Center First Hill Campus' mission, goals and objectives.

Serve on the committee during the review of projects that are proposed under the adopted Swedish Medical Center First Hill Campus MIMP.

Maintain interest and a desire for involvement in neighborhood land use issues, particularly as they relate to Swedish Medical Center First Hill Campus and the community needs for higher education.

# BY-LAWS - PARTICIPATION

## **Term of Membership**

Minimum 2 year term

## **Resignation**

Send a letter to DON Staff (Maureen Sheehan)

## **Replacement**

Upon resignation or removed, alternate(s) will replace members. If no alternates remain, we will solicit participation again.

## **Removal**

Non-Attendance & Disruptive Behavior

## **Compensation**

Serve without compensation

# BY-LAWS - LEADERSHIP

## **General**

Chair and Vice-chair

## **Appointment and Term of Office**

Elected by the SAC for a term of two years

## **Duties and Authority**

Set meeting agendas in consultation with SMC-FH and DON

Conduct each meeting

Arrange for approval of all correspondence prepared on behalf of the SAC

# BY-LAWS — DECISION MAKING

Reach a consensus

If a consensus is not possible a vote is taken by show of hands and the record shall show the number of votes cast for and against the recommendation.

# BY-LAWS — MEETINGS

**Frequency** As needed – no less than once a year

**Notice to Members** One week prior – time, location, agenda, previous meeting minutes, any new materials

**Notice to Public** Interested parties and local community groups

**Location** Swedish Medical Center – First Hill Campus

## **General**

Robert's Rule of Order

Quorum = 51% of voting members

Actions taken require a quorum present in person or by written proxy at the time of vote and a majority vote of those present.

# BY-LAWS - REPORTING

## **Meeting Notices and Agendas**

DON and SMC-FH work with officers to send meeting notices and agendas.

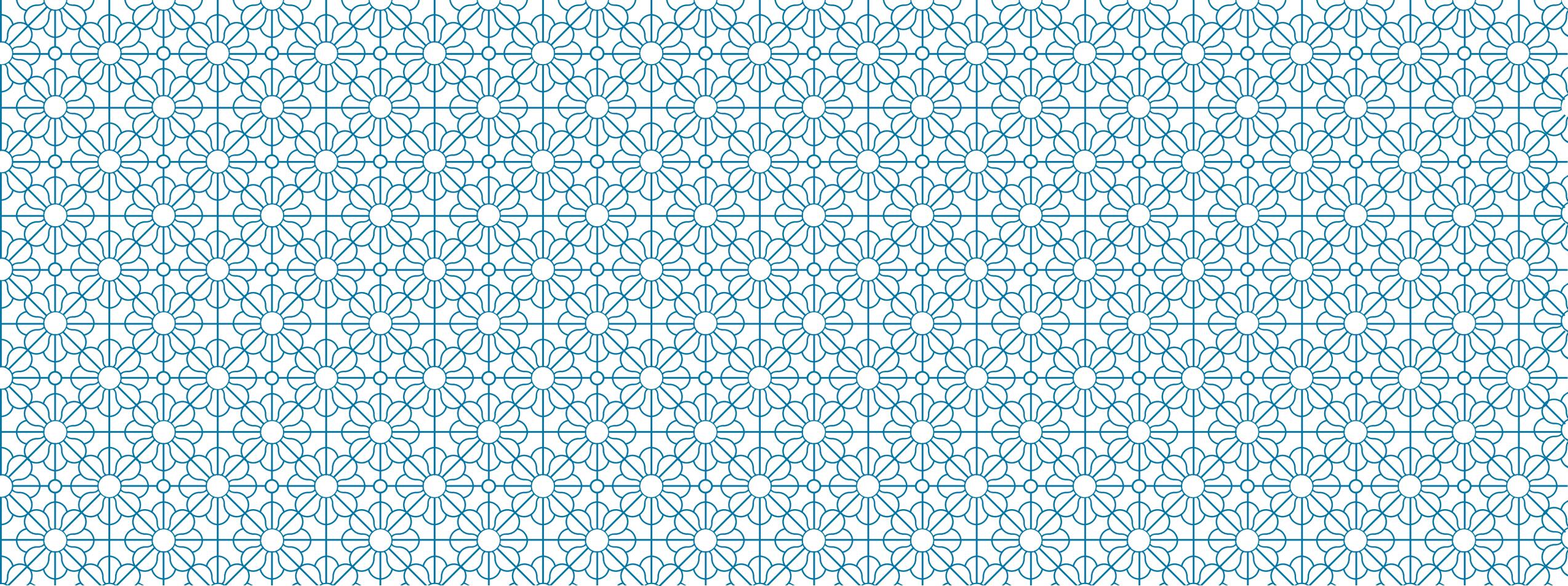
## **Meeting Minutes**

DON responsible for notes, minutes, and providing them to the committee.

Available on line.

## **Correspondence**

DON provides clerical assistance and all correspondence will be emailed to committee members.



**QUESTIONS** |