



City of Tacoma

Government Performance and Finance Committee Minutes

747 Market Street Tacoma, WA 98402

Conference Room 248

November 19, 2019

10:00 AM

Chair Anders Ibsen, Vice Chair Lillian Hunter, Keith Blocker,
Ryan Mello, Robert Thoms (alternate)

Call To Order

Chair Ibsen called the meeting to order at 10:03 a.m.

Present: 3 - Hunter, Ibsen and Mello

Absent: 1 - Blocker

Approval of Minutes

1. [19-1309](#) Approval of the minutes of the November 5, 2019 meeting

MOTION: Council Member Hunter moved to approve the minutes of the November 5, 2019 meeting.

SECONDED BY: Council Member Mello.

ACTION: Voice vote was taken and carried. The motion was declared adopted.

Ayes: 3 - Hunter, Ibsen and Mello

Absent: 1 - Blocker

Briefing Items

2. [19-1306](#) Board of Ethics Interviews
[Doris Sorum, City Clerk]

At approximately 10:03 a.m., Doris Sorum, City Clerk, introduced Michelle Emery, Administrative Assistant. Ms. Emery informed the Committee that they will be interviewing three applicants, two of which are seeking reappointment, and stated there are two positions available.

The Committee interviewed Ohad Lowy, Katie Baird, and Shayna Raphael.

Discussion ensued regarding applicants' qualification and performance of applicants seeking reappointment.

MOTION: Council Member Hunter moved to recommend the reappointment of Katie Baird to the Board of Ethics to serve a three-year term, effective January 1, 2020, to expire December 31, 2022.

SECONDED BY: Council Member Mello.

ACTION: Voice vote was taken and carried. The motion was declared adopted.

Ayes: 3 - Hunter, Ibsen and Mello

Absent: 1 - Blocker

MOTION: Council Member Hunter moved to recommend the reappointment of Ohad Lowy to the Board of Ethics to serve a three-year term, effective January 1, 2020, to expire December 31, 2022.

SECONDED BY: Council Member Mello.

ACTION: Voice vote was taken and carried. The motion was declared adopted.

Ayes: 3 - Hunter, Ibsen and Mello

Absent: 1 - Blocker

3. [19-1310](#)

Title 18 Employment Standards

[Danielle Larson, Tax & License Manager, Finance]

At approximately 10:27 a.m., Danielle Larson, Tax & License Manager, Finance, introduced Carl Backen, Wage and Hour Specialist, and Nick Burrow, Paid Sick Leave Specialist, Department of Labor and Industries (L&I). She presented the potential repeal of the City's minimum wage and paid sick leave laws; including the request to repeal the minimum wage laws; timeline; and paid sick leave information, noting background, outreach, and a City versus State standards comparison. Mr. Backen outlined L&I's current enforcement model regarding paid sick leave.

Discussion ensued throughout regarding why complaints through L&I are not anonymous, the number of L&I enforcement staff, the Wage Payment Act of 2006, and informing the community that the minimum wage is an increase to match State standards.

Public Comment was heard from:

1. Joe Bushnell, Washington Hospitality Association.

MOTION: Council Member Hunter moved to recommend the repeal of Tacoma Municipal Code Chapter 18.20 Minimum Wage, effective January 1, 2020, and rely on state laws and L&I going forward, to the full City Council for consideration.

SECONDED BY: Council Member Mello.

ACTION: Voice vote was taken and carried. The motion was declared adopted.

Ayes: 3 - Hunter, Ibsen and Mello

Absent: 1 - Blocker

4. [19-1329](#)

Public Records Compliance

[Tadd Wille, Deputy City Manager; Latasha Ware, Management Fellow, City Manager's Office; James Kauffman, Public Records Manager; Martha Lantz, Deputy City Attorney, City Attorney's Office]

At approximately 10:45 a.m., Latasha Ware, Management Fellow, City Manager's Office, presented the purpose and objectives regarding public records compliance, and introduced Martha Lantz, Deputy City Attorney, City Attorney's Office, and James Kauffman, Public Records Manager. Ms. Lantz reviewed background, noting the Washington State Public Records Act and Washington State Attorney General's Model Rules on Public Disclosure; and the City's current process. Mr. Kauffman outlined the City's needs, including the adoption and implementation of rules relating to regulating compliance. Ms. Lantz and Ms. Ware further outlined a complexity model for public disclosure requests and the benefits of additional structure. Ms. Lantz concluded by reviewing the implementation timeframe and next steps.

Discussion ensued regarding next steps, accessibility, and using the word "protocols" rather than "rules".

5. [19-1330](#) Bid Threshold Increases and Related Changes to Purchasing Code
[Patsy Best, Procurement and Payables Division Manager, Finance]

At approximately 11:08 a.m., Patsy Best, Procurement and Payables Division Manager, Finance, presented the request for an update to the Purchasing Code, including an overview; issues, noting the contract threshold for City Council/TPU Board approval, equity support efforts, software licenses, administrative authority, and Citywide contract clarification; proposed revisions and process changes for each issue; next steps; and recommendations.

Discussion ensued throughout regarding administrative authority, threshold increase, implementation of changes, and bringing an update to the Committee in a year.

MOTION: Council Member Hunter moved to recommend the changes that will help streamline the City's procurement processes while maintaining the appropriate oversight by the City Council/TPU Board, and so that Departments will be able to procure goods and services faster, for vendors to have an easier time interacting with the City, to encourage the use of certified Minority and Woman-Owned Business Enterprises and Small Business Enterprises and for City staff to spend less time on internal processes and more time serving residents and ratepayers, to the full City Council for consideration.

SECONDED BY: Council Member Mello.

ACTION: Voice vote was taken and carried. The motion was declared adopted.

Ayes: 3 - Hunter, Ibsen and Mello

Absent: 1 - Blocker

Topics for Upcoming Meetings

6. [19-1331](#) December 3, 2019 - Committees, Boards, and Commissions Review
December 17, 2019 - Joint Audit Advisory Board Meeting: 2019 Moss Adams Entrance Conference

Latasha Ware, Committee Liaison, stated the next meeting will be on December 3, 2019, and will include an update on current processes surrounding the City's Committees, Boards, and Commissions. She further stated the December 17, 2019 meeting will be a joint meeting with the Audit Advisory Board.

Other Items of Interest

There were no other items of interest.

Public Comment

Public Comment was heard earlier in the meeting.

Adjournment

There being no further business, the meeting adjourned at 11:35 a.m.



Anders Ibsen, Chair

Mary Crabtree, City Clerk's Office