

Nikki Simmons, CPA, CPFO, Chief Financial Officer
&
Ryan Parsell, Chief Public Information Officer

Board of County Commissioners
Holly Williams, District 1
Carrie Geitner, District 2
Stan VanderWerf, District 3
Longinos Gonzalez, Jr., District 4
Cami Bremer, District 5

CITIZEN OUTREACH GROUP

Citizen Outreach Group - February 28, 2022

**Members Present
In Person and Via
Virtual/Teleconference
Meeting:**

Stephanie Adams, Sarah Brittain Jack, Rafael Chanza,
Kevin Cox, Kelvin Dean, Carl Frazer, Jim Godfrey, Ruble Henderson

Members Absent

David Brown, Arthur Glynn

Commissioners Present:

Commissioner Chair, Stan VanderWerf
Commissioner Vice-chair, Cami Bremer

County Staff Present:

Kenny Hodges, Diana May, Blake Nielsen, Ryan Parsell,
Deanna Ruschioni, Nikki Simmons, Natalie Sosa, Bret Waters

Guests:

Seth N. Davis, Reb Williams

The meeting was called to order at 9:30 a.m.

Members Absent at the February 28, 2022, COG Meeting

Action Item: A motion was made to accept the absence of Arthur Glynn and David Brown as unexcused absences unless they should attend later in the meeting; it was seconded, and all members present were in favor (8-0) with two members absent and one opening to be filled. Shortly after the start of the meeting, Arthur Glynn sent a notification via an e-mail message to inform the COG that he would not be able to attend today's meeting, so the COG members made a motion and revoted to accept Arthur Glynn's absence as an excused absence.

Ryan Parsell, Chief Public Information Officer introduced and welcomed the new At-large member Ruble Henderson, and re-introduced Carl (Chip) Frazer who was appointed to Commissioner Bremer's District 5 opening.

Administrative Items

- 1) **Action Item:** A motion was made to approve the January 24, 2022 meeting minutes as written; it was seconded, and the minutes were approved unanimously by all members present (8-0), with two members absent and one opening to be filled.

- 2) **Commissioner Liaison Comments**

Commissioner Chair, Stan VanderWerf mentioned he is excited that the COG is getting close to putting together the Citizens College this year and looks forward to participating.

Commissioner Vice-Chair, Cami Bremer welcomed Ruble Henderson and Carl Frazer to the Citizen Outreach Group, and also expressed her excitement about the Citizens College program for this year.

- 3) **Legal Overview / CO Open Meetings Law by Diana May, County Attorney**

By statute the County Attorney's office exists to provide legal service to the Board of County Commissioners, all the County Elected Officials, and to any duly constituted advisory board that they set up to help them do their job, which is exactly what the Citizen Outreach Group is. The County Attorney is in place for their convenience and for their legal advice (for things within the course and scope of what this body is doing).

Diana provided a brief overview of the policies and procedures of the Colorado Open Meetings Law which is statutory. El Paso County is a statutory county and follows the Colorado statutes. Requirements for openness and transparency that inure to the Board of County Commissioners extend to the Citizen Outreach Group as a local public body.

- The Colorado Open Meetings Law applies to any meeting of a local public body wherein public business is discussed.
- COG is a local public body with eleven voting members. Whenever three or more of this public body is present and there is any conversation considered to be public business, the open meeting laws apply.
- COG members can meet in the public but avoid the topic to discuss public business. If discussions occur between COG members regarding ideas pertaining to the COG, then the members must leave whatever official action taken during that meeting undone to avoid any violations.
- Correspondence through e-mail pertaining to public business must abide by the open meeting laws as well. Group e-mails amongst COG members are not permissible if discussing public business. This applies to text messages as well. Communications via e-mail and phone messages (private computers and phones) are subject to CORA should a request be made only to the extent those communications relate to public business of COG.
- Public notices will be posted 24 hours in advance of each meeting and will be posted on the El Paso County website at: <https://www.agendasuite.org/iip/elpaso>;
- Regular meetings are scheduled from 9:30-11:00 a.m. in the Pikes Peak Conference Room of the County Administration Building, Centennial Hall, 200 South Cascade Avenue, Colorado Springs, CO, or via a virtual meeting. A proposed meeting schedule and agenda is provided to the COG at the beginning of the new year and posted on the Citizen Outreach Group website page: <https://admin.elpasoco.com/financial-services/budget-finance/citizens-outreach-group-agendas-minutes/>;
- Minutes and audio recordings will be subject to the open meeting laws and become public record. The custodian of minutes is the Budget Division of El Paso County Financial

Services. Written minutes will be kept on file in the Budget Division and on the Citizen Outreach Group website page mentioned above.

Action Item: Approval of the Resolution of the Citizen Outreach Group concerning the Policies and Procedures in furtherance of The Colorado Open Meetings Law C.R.S. 24-6-401 et.seq (Sunshine Notice Requirements):

- A motion was made and seconded to accept the resolution as written. This was approved unanimously by all present (8-0) (with two members absent and one opening to be filled).

4) **Administrative Overview**

Bret Waters, County Administrator and Kenny Hodges, Assistant County Administrator provided an overview of the 2022 El Paso County Organizational Leadership Structure. Bret emphasized that the El Paso County employees (and all the County committees such as the COG) serve the citizens. He then spoke to the five Board of County Commissioners; the County-wide Elected Officials; two appointees – the County Administrator and County Attorney; the Assistant County Administrator; El Paso County Public Health; the Workforce Center; and each of the County departments. The Pikes Peak Regional Office of Emergency Management is a County and City combined service. Newly created departments are Justice Services which used to fall within the Community Services department; and Legislative & Government Affairs which split out from the Communications department.

5) **Items Addressed by Nikki Simmons, Chief Financial Officer**

- Citizen Outreach Group By-laws
- Term Matrix, Appointments (as approved by the Board of County Commissioners)
- 2022 Proposed Meeting Schedule & Agenda

2022 Budget Book presented by Nikki Simmons, Chief Financial Officer

Nikki provided an overview of the El Paso County 2022 Adopted Budget Book, which included the 2021 Distinguished Budget Award recognition, and can be viewed on the El Paso County website at:

<https://assets-admin.elpasoco.com/wp-content/uploads/Budget/BudgetHearings/2022BudgetHearings/2022OriginalAdoptedBudget/2022-Adopted-Budget-Book.pdf>;

February 2022 ARPA Update

Nikki provided a February 2022 American Rescue Plan Act (ARPA) update to the COG members. This update can be viewed on the El Paso County website at:

<https://assets-admin.elpasoco.com/wp-content/uploads/ARPA-Feb-Presentation-for-Website-.pdf>;

2022 El Paso County Citizens College Update/Discussions

COG's Citizen College taskforce team met on February 15, 2022, to finalize the marketing piece of the 2022 Citizen College program, the details to opening up the registration process, and work on session updates. Natalie Sosa, Deputy Public Information Officer assisted with the promotion, website, the form, and the flyer for the COG members to share with their networks.

The Taskforce leaders will meet again sometime in March to finalize the last-minute logistics.

Meeting Adjourned: 11:10 a.m.