

# Council Parliamentary Options and Recommendations

General Government & Social Services Committee

February 12, 2019

# Role of a Parliamentarian (Roberts Rules):

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- Per *Roberts Rules of Order Newly Revised, 11<sup>th</sup> Edition*, the role of a parliamentarian is to advise the presiding officer on conducting a meeting according to the rules so they can respond to points of order and parliamentarian inquiries.
- The president can appoint a parliamentarian but it is not required.
- Parliamentarian has a duty to notify the chair, inconspicuously, to an “error in the proceedings that may affect the substantive rights of any member.” p. 466 RONR
- RONR further states that “only on the most involved matters should the presiding officer ask the parliamentarian to give an explanation directly to the group.” p. 466 RONR



# Points to Consider:

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- A certified parliamentarian will only be certified in Roberts Rules of Order
- Council Rules, Laws, etc. usurp Roberts Rules
- The Chair has the right to follow the advice of the parliamentarian or disregard it.



# Options Explored:

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- Citizens' Advocate Office
  - Duties and responsibilities outlined in Charter
  - Changes would require a Charter revision, prompting a referendum
  - Conflict with independence of the office
  - Budget constraints (part-time vs full-time)
  
- Council Clerk's Office
  - Would require two staff members to be present at Thursday night meetings
  - Only the clerk position is a salaried position, deputies are hourly
  - Potential staffing issues during regular business hours due to overtime budget constraints



# Options Explored (continued):

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- Contract Services
  - Budget constraints, potentially the most costly option
  - Challenging to find someone to fill the role
  
- Creation of a Part-Time Position
  - Budget constraints, would have to create a position and find funding
  - Several other issues (job classification, work hours, etc.)
  
- Law Department
  - Would require training for all attorneys (14 total)
  - Members are present at all meetings now, but their primary role is to prevent violations of law



# Recommendation:

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- Provide training to Committee Chairs and Vice Chairs
  - Least costly option
  - Provide training annually (or bi-annually when chairs are elected)
  - Training on-site by KLC representative at minimal cost to LFUCG
  - Cost can be covered with existing funds in the Council Office budget
  - Training will cover Roberts Rules as well as Council Rules
  
- Notes
  - This training will not result in certification
  - Would result in having someone trained in parliamentary procedure at all meetings of the Council (work sessions and standing committees)
  - Majority of Council Members trained



Questions?