

## Meeting of the Northampton Elected Officials Compensation Advisory Board (EOCAB)

Monday, March 13, 2022 • 5:30 – 6:30 p.m.

[Online Zoom Meeting](#) (Meeting ID: 848 0435 0600)

### Minutes

#### Board members present

- John Bidwell – Chair
- Tara Brewster
- Felicia Corbeil
- Sam Hopper – Clerk
- Javier Luengo Garrido
- Peter Whalen – Vice Chair

#### Board members absent

- Deb Henson

#### Minutes

##### Call Meeting To Order

- Meeting called to order at 5:33 p.m.
- Announcement meeting is being video recorded
- Roll Call
  - John Bidwell: Present
  - Felicia Corbeil: Present
  - Sam Hopper: Present
  - Peter Whalen: Present
  - *Tara Brewster and Javier Luengo Garrido joined meeting after roll call*

##### Approval Of Minutes From Previous Meeting(s)

- Peter Whalen moved to approve the minutes from February 20, 2023 meeting; Felicia Corbeil seconded
  - John Bidwell: Yes
  - Felicia Corbeil: Yes
  - Sam Hopper: Yes
  - Peter Whalen: Yes
- Minutes approved unanimously

##### Public Comment

- *None - no members of the public present*

## Discussion Items

### *Assignment Updates Regarding Information Gathering Plan*

- Update with benchmarking communities
  - Sam Hopper will follow up with Javier Luengo Garrido - will advise the communities to benchmark Northampton against

### *Sign-Off On Survey*

- Question on the procedure on how EOCAB gets list of emails for current and former elected officials
  - John Bidwell will follow up with City Hall and advise
- Confirmation to move ahead with using Qualtrics version of survey instead of Google Form version of survey
  - Felicia Corbeil recommends Qualtrics because has more features, e.g., Qualtrics has functionality to easily upload list of survey takers through a spreadsheet
- Consensus that survey is ready to be sent out
- Felicia Corbeil will create EOCAB Gmail account where responses will be sent and all EOCAB members can access to review
  - Felicia Corbeil will share information with EOCAB members on how to access when ready

### *Determine The Next Steps*

- Discussion on when EOCAB works needs to be ready for City Council
  - Notes from first meeting with City Solicitor Alan Seewald:
    - Committee's report needs to be filed in time for City Council to do their work by July 3, 2023
    - Suggestion for committee to get work done in 90 days, which leaves City Council about 90 days to do their process
  - Discussion that EOCAB finishing work in 2.5 weeks to be able to provide City Council with 90 days will be difficult
  - Timing to be confirmed
    - Peter Whalen will confirm timing with Solicitor Seewald to understand what's required vs. what's suggested
  - City Council will need to complete their work by July 3, 2023 - EOCAB will need to get report to City Council to allow for at least 2 readings (2 meetings)
    - Council may want to have a forum on the topic - not clear if it's required or best practice but not required
      - Suggestion that because it's an election year, it's likely in the City Council's best interest to have open conversation on this topic



- Process for creating report
  - As Chair and Vice Chair, John Bidwell and Peter Whalen will draft report
  - Can start plugging in information we've discussed, e.g., can add information on the need for increasing representation in elected officials - Jamila Gore is the first woman of color to serve
- Suggestion that in order to workshop report when the time comes, consider having 2 meetings in 1 week when the time comes in order to complete work
- Discussion of creating a subcommittee to review the drafted EOCAB report
  - Subcommittee needs to meet following Open Meeting Law
  - EOCAB quorum is 4 - subcommittee can be 2 or 3 people
- Create report template based on 2014 report
  - Sam Hopper will create by end of week and send to John Bidwell and Peter Whalen
    - Add diversity and inclusion aspect that was not included in 2014 report
    - Include sections justifying recommendations
- Tara Brewster moved to create a subcommittee to review the report draft; Peter Whalen seconded
  - John Bidwell: Yes
  - Tara Brewster: Yes
  - Felicia Corbeil: Yes
  - Sam Hopper: Yes
  - Javier Luengo Garrido: Yes
  - Peter Whalen: Yes
- Motion to create subcommittee passed unanimously
- Tara Brewster nominated self to serve on subcommittee; John Bidwell seconded
- Sam Hopper nominated self to serve on subcommittee; Tara Brewster seconded
- Vote on subcommittee members as a slate: Tara Brewster and Sam Hopper
  - John Bidwell: Yes
  - Tara Brewster: Yes
  - Felicia Corbeil: Yes
  - Sam Hopper: Yes
  - Javier Luengo Garrido: Yes
  - Peter Whalen: Yes

- Subcommittee comprised of Tara Brewster and Sam Hopper passed unanimously

#### New Business

- John Bidwell will confirm where EOCAB will meet, likely in City Hall, when shifting to in-person meetings after [extension of remote meeting provisions](#) expires

#### Adjourn

- Peter Whalen moved to adjourn meeting; Tara Brewster seconded
  - John Bidwell: Yes
  - Felicia Corbeil: Yes
  - Tara Brewster: Yes
  - Sam Hopper: Yes
  - Javier Luengo Garrido: Yes
  - Peter Whalen: Yes
- Meeting adjourned at 6:38 p.m.

#### **Upcoming Meeting**

Next meeting to be determined