

## **ADVISORY GROUPS**

These standards apply to advisory groups established by the Multnomah County Board of Commissioners, departments and offices. These standards only apply to positions on groups whose membership is open to individual community members.

Groups that are subject to state, federal and other jurisdiction mandates will be exempt from a standard if it conflicts with the mandate of another jurisdiction.

*Advisory groups will have:*

- Written bylaws or policies to include:
  - Expectations for member conduct, attendance and participation.
  - Term limits or other policies that ensure regular rotation of group leadership and opportunities for new membership
  - A process for removing members due to violation of county policy or consistent failure to meet member expectations
- Onboarding for new members that includes training on relevant personnel policies, county values, and public official ethics and responsibilities. Members will review and acknowledge personnel policies and disclose any conflicts of interest, and will engage in this review once per term of appointment.

*Departments and offices will:*

- Provide appropriate staffing and sufficient resources for advisory groups to fulfill their duties
- Provide public information on the group's purpose, meeting schedule and staff contact information on the County's website
- Recruit community members of diverse identities, experiences and backgrounds to serve. Vacancies will be posted publicly and sent to the Office of Community Involvement, and an application will be available to the public to fill any vacancy.