

**LUZERNE COUNTY COUNCIL
WORK SESSION**

January 9, 2012

6:01 p.m.

Emergency Management Building

Water Street

Wilkes-Barre, PA

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Overview Analysis of the Authorities, Boards, Commissions (ABCs), to include:
 - a. Status of research on all Authorities, Boards, and Commissions and updating of information, including copies of Bylaws or rules of operation, current list of members, their contact information and their terms, attendance policy, minutes of 2011 meetings, and other relevant material.
 - i. Response to information request
 - ii. Questions about some groups
 - b. Necessary appointments from within Council to Airport Board, Retirement Board, and Conservation District.
 - i. Airport Board:
 1. Chair/designee
 2. Council member by resolution of majority of council (4 year term)
 - ii. Retirement Board:
 1. Chair/designee
 2. Council member by resolution of majority of council (4 year term)
 - iii. Conservation District:
 1. Council member by resolution of majority of council
 - c. Procedure for selecting candidates for other immediate positions
 - i. Interviews in a work session for applicants for these boards
 1. Ethics - 18 candidates for 2 positions
 2. Assessment – 7 candidates for 3 positions
 3. Election Board - 10 applicants for 5 positions (Council appoints 4).
 - ii. Applicant names were distributed already, except for those recently submitted.
 - iii. Election procedure for retirement participant representative on Retirement Board
 1. Call for and Acceptance of nominations
 2. Publication among retirement participants of nominees
 3. Voting details
 4. Naming of retirement participant representative (4 year term)
 - d. Discussion regarding feasibility of placing information on each ABC on the website - current listing is dated 2009.

- i. List of members and their terms
 - ii. Meeting information
 - iii. Copies of bylaws
 - iv. Minutes of meetings.
 - e. Discussion regarding use of calendar function on the website
 - i. Currently lists the dates that the courthouse is closed
 - ii. Feasibility of comprehensive calendar with as many meetings as possible listed.
- 4. Review of current meeting schedule/location, and changes that might be made.
 - a. Considerations given to current Council Chambers and modifications that can be made.
 - b. Alternate locations for some meetings, including other geographical locations per Charter 2.08.
- 5. Discussion of codes, in particular Ethics code, and the need to create a temporary ordinance for its passage. Consideration to establishing work session.
- 6. Overview of internal operating procedures within office and how certain requests, from anyone, can be handled.
- 7. Other items that council members may wish to address