



Metropolitan Council

Office of Vice Mayor

December 17, 2019

TO: Members of the Metropolitan Council

FROM: Vice Mayor Jim Shulman

DATE: December 17, 2019

RE: **NOTICE OF BOARD VACANCIES – COMMUNITY OVERSIGHT BOARD**

To Metro Council members –

On November 6, 2018, the registered voters of Nashville and Davidson County duly adopted Amendment No. 1 to the Metropolitan Charter, thereby establishing a Community Oversight Board, now codified in Chapter 11.13 of the Metropolitan Charter. The Metropolitan Council worked diligently last year to appoint all eleven members to ensure the Board was operational by January 31, 2019. This year, the Council must appoint two members for terms that will expire January 31, 2023.

Members of the Community Oversight Board

The Community Oversight Board consists of eleven (11) members, who are selected from three categories. However, only two (2) vacancies must be filled at this time. The make-up of the Board is set out by Metropolitan Charter Section 11.1301, which lays out membership as follows:

- Seven (7) of the Board members shall be persons who are nominated by:
 - community organizations or
 - private petition signed by fifty (50) Davidson County residents.
- Two (2) of the members shall be persons nominated by Council Representatives, and
- Two (2) of the members shall be persons nominated by the Mayor.

All members must be approved by majority vote of the Council.

To facilitate the confirmation process, the following schedule will apply to all nominations:

December 17, 2019 – Formal announcement of vacancies

This memorandum shall constitute formal notice to Mayor John Cooper, to all members of the Metropolitan Council, and to all members of the general public of two (2) vacancies on the Community Oversight Board (COB) of the Metropolitan Government. These vacancies are the result of the rules established by the Community Oversight Board whereby members serve staggered

three-year terms. The Board members that currently hold these seats are Ashlee Davis, who currently serves as Chair of the Board, and Emmett Turner. Per the terms of Metro Charter Sec. 11.1301, members of this Board are to be approved by the Metropolitan Council. The appointees nominated to fill these two vacancies will serve three-year terms.

The two (2) Board members to be appointed are from the category that must be nominated by either (a) a community organization or (b) a private petition signed by 50 residents of Davidson County. Members of the Board must be registered voters, pursuant to T.C.A. § 38-8-312.

January 7, 2020 – Deadline for submission of Nominee Forms to Metro Clerk

All nominations must be filed on the Nomination Form available at the Metropolitan Clerk's office and at this web link: <https://www.nashville.gov/Government/Boards-and-Committees/Committee-Information/ID/132/Community-Oversight-Board.aspx>. Alternative versions of this form, such as handwritten versions, should not be used. All completed Nomination Forms must be physically delivered (in person or by U.S. Mail) so as to be received by and filed with the Metropolitan Clerk's office by no later than **4:30 pm on January 7, 2020**.

Filed Nomination Forms must include:

- (a) The nominee's full legal name, mailing address, telephone number, and email address (if available).
- (b) If the nominee is submitted by a community organization, the name of such organization.
- (c) If the nominee is submitted by a petition, the completed Petition Form must be filed together with the Nomination Form. Petition Forms are available at the Metropolitan Clerk's office and at this web link: <https://www.nashville.gov/Government/Boards-and-Committees/Committee-Information/ID/132/Community-Oversight-Board.aspx>

For filing purposes, the address for the Metropolitan Clerk's office is:

Metropolitan Clerk's Office
Historic Metropolitan Courthouse
1 Public Square, Suite 205
Nashville, Tennessee 37201

Nominations can be received by any and all staff members of the Metro Clerk's office. Received nominations will be read into the record at the regular Council meeting of January 7, 2020.

Questionnaires to be completed by all nominees

The Metropolitan Clerk's office will distribute Questionnaires to nominees. Questionnaires will also be made available at this web link: <https://www.nashville.gov/Government/Boards-and-Committees/Committee-Information/ID/132/Community-Oversight-Board.aspx>

January 14, 2020 – Deadline for return of completed Questionnaires to Metro Clerk's office

All nominees received by the January 7, 2020 deadline must submit a completed Questionnaire with the Metropolitan Clerk's office by no later than **January 14, 2020 at noon**. For filing purposes, Questionnaires may be submitted and filed via email to metro.clerk@nashville.gov, or to the Metropolitan Clerk's office at the address below:

Metropolitan Clerk's Office
Historic Metropolitan Courthouse
1 Public Square, Suite 205
Nashville, Tennessee 37201

Any nominee who fails to file a timely completed Questionnaire shall be deemed to have withdrawn their name from nomination.

January 21, 2020 – Appearance before Rules, Confirmations, and Public Elections Committee

All nominees must appear before the Metro Council's Rules, Confirmations, and Public Elections Committee on Tuesday, January 21, 2020. This Committee will convene in the Metropolitan Council chambers, located on the 2nd floor of the Metropolitan Historic Courthouse. The starting time and length of the meeting will be determined by the number of nominees. Any nominee who fails to appear as scheduled before this Committee shall be deemed to have withdrawn their name from nomination.

Depending upon the number of nominations received, this meeting may be re-scheduled. In such case, further notice will be provided.

January 21, 2020 – Election and confirmation by the Metropolitan Council

Upon receipt of recommendations regarding each nominee from the Metro Council's Rules, Confirmations, and Public Elections Committee, the full Metropolitan Council shall elect and confirm two (2) Board members by majority vote at the regular Council meeting of January 21, 2020.

Depending upon the number of nominations received, it is possible that this election and confirmation process will be re-scheduled. In such case, further notice will be provided.

Should you have any questions regarding the procedure for filing nominations, please contact the Metropolitan Clerk's office at (615) 862-6770.

cc: Mayor John Cooper
Elizabeth Waites, Metropolitan Clerk
Bob Cooper, Metro Legal Department
Lucy Kempf, Metropolitan Planning Department
Kevin Crumbo, Metro Finance Department
Kathy Morante, Office of Professional Accountability
Jill Fitchard, Community Oversight Board