

NOTES FROM ACCA WINTER RETREAT
Hassayampa Inn, Prescott, Arizona
February 4-6, 1999

Introductions & Welcoming Remarks: Counties represented: Gila, Greenlee, LaPaz, Maricopa, Navajo, Pinal, Santa Cruz, Yavapai. (Coconino canceled due to snow. Cochise canceled due to personnel shortage.) Gerald Brownlow, Yavapai County Supervisor, welcomed the clerks and expressed his appreciation for keeping the supervisors in adherence to statutes. Mentioned that Yavapai County is working with ADOT in sharing funding for road maintenance. Talked about the Man vs. Horse Race on Mingus Mountain.

Update & Discussion from ACCA Legislative Committee: Minutes Legislation: Bev Staddon suggested if the clerks agree with the current format, we next need to run it by CSA, Az Newspaper Assn & ATRA. ANA will give an idea of the level of opposition. Present it as a possible service issue, not a financial issue. Fran McCarroll questioned whether we should mention including the warrants also. Bev recommended not mentioning it, but it can be something to can use as a bargaining tool. Judy Jones asked about the Clerks meeting with the County Mgrs. Fran said a joint meeting might be good; get enthusiasm & group support. Judy said it might also bring additional support from CSA. Fran said it might help bring support from Pima. Marion said the meeting with County Managers will probably be in May. Clerk will receive a letter of invitation. Judy said we can meet beforehand to plan strategy.

Judy said we will need to update clerks who are not here re the revised language and plan. Don't do anything until the meeting with County Managers, and the plan the next step. Fran asked if we should send a letter to League of Cities & Towns? Judy suggested discussing this with the County Managers.

Re questions from newspapers, be vague--public service issue, still thinking about it. Adopt: Clerks are looking at the minute legislation to see how to update it, to use technology to provide better, public information. Getting input from other interested parties, gathering information from interested parties that could be affected.

Status of Counties with Agendas/Minutes on Internet:

Greenlee:	Soon	Maricopa:	Agenda is; minutes not yet but soon
LaPaz:	Soon	Pinal:	Is on now
Gila:	1 month	Santa Cruz:	w/have Internet provider in May
Navajo:	Agenda; not minutes yet	Minutes on in April	
Yavapai:	Minutes as of yesterday		

Question: Need to be registered as lobbyist?

Merit/Performance Policies & Procedures: Materials distributed re various county policies and discussion about pros and cons of each.

Record Retention Schedules: Consensus was that the Clerks for each county need to determine if the generic DLAPR schedule is appropriate or to develop their own retention schedule with DLAPR. Several counties have their own Clerk/BOS schedules and others are in the process of developing their own.

Legislative Update:

SB1143 re exec session goes to committee next week. SB1286: exec session shall be recorded. (Discussion re executive sessions, i.e. are written minutes taken. ARS 38-431 requires written minutes of exec session.)

Business Meeting:

Minutes of 12/2/98 approved (DH motion; KG second).

Treasurer's report.

Bylaws revised (BS motion; KG second). Added Legislative Committee, redefined responsibilities of officers, added ability to proxy.

Roundtable Discussion Items:

1. Fran: 23-962 - deputize person in Finance/Treasurer's Ofc; file the appointment & record it. Eg Treasurer's report. Use deputy clerk for bid openings, define authority to be limited, specialized deputy.
2. Dissemination of information after retreats/meetings. Most clerks talk with County Managers after meetings and/or their Board members.
3. Newsletter: Consensus was to develop a newsletter for ACCA. Discuss what type of items to be included at next meeting (AACo affiliate in June).
4. ACCA T-Shirts: Judy will order @\$12 each. To have for summer retreat.
5. Southwest Leadership Conference Scholarship: 8/25-27, 10/27-29 Total cost \$1200 excluding lodging. Communications & personal growth. Approve \$1200 scholarship (BS motion; FM second)BS will talk to Tanis re change date (summer retreat). Also conflict for those who do elections; early June better. If no one goes this year, can send 2 next year. Donna Hale expressed interest, as did other members, but all were concerned with conflict with the Summer Retreat.
6. Summer retreat: Aug 26-28/99, at Sierra Springs in Pinetop. Let Judy know asap # people (13).
7. AACo Affiliate Mtg: 6/16/99 in Scottsdale. Clerks will meet 1-4pm.
Jessica Hurley, Maricopa Records Mgmt, speaker?
Overview of new legislation (not Barry Gartell)
Newsletter
8. Action Items:
 - a. Clerks were assigned counties to contact re participation in ACCA, possibly sending a representative to meetings if clerk cannot attend. Judy will call Yuma for initial contact re winter retreat in Yuma. Fran: Pima; Judy: Apache; Bev: Mohave; Marian: Yuma; Gale: Graham.
 - b. Marian will see about having a letter sent to Clerks inviting them to meet with County Mgrs in May.
 - c. Fran will get minutes to Judy. Judy will send with packets of information distributed at this meeting to members not present.