

September 9, 2026

TO: Public Safety & Welfare Committee Members

FROM: Dana Davis, Chair

RE: Establishment of Permanent Agenda Items for Public Safety & Welfare Committee Meetings.

The purpose of this memo is to recommend the establishment of two permanent agenda items for Public Safety & Welfare Committee meetings to provide a clear, transparent, and consistent process for committee members to exercise their procedural rights and bring matters before the committee.

APPROVAL OF AGENDA

Motions to approve the agenda, reorder items, or remove items from consideration are in order.

- **Rationale**
 - Adding “Approval of Agenda” will provide a designated place where a committee member can make a motion to reorder items or remove items from consideration.
 - Under Robert’s Rules the approval of the agenda is an important vote that gives the committee formal control over its business. The chair may draft an agenda, but it is not binding until the members vote on it. It signifies that the group as a whole holds authority, not just the presiding officer.
- **Suggested Location on the Agenda:** After “Approval of Minutes” and before “Business”.

REQUESTS FOR FUTURE AGENDA ITEMS

A committee member may make a request for a future agenda item. No discussion of requested items may take place.

- **Rationale**
 - This agenda item provides a pathway for a committee member to publicly request that an item come before the committee at a future meeting.
 - Robert’s Rules protects the rights of the individual member while honoring the will of the majority. This agenda item provides the member an opportunity to obtain the floor and make their request transparently to the body.
- **Suggested Location on the Agenda:** After “Business” and before “Adjourn”.