



THE Civic Voice

ARLINGTON COUNTY CIVIC FEDERATION

The Newsletter of the Arlington County Civic Federation

September 2006

ACCF General Meeting Notice

PLEASE NOTE THE EARLY START Tuesday, September 5, 2006, 7:00 PM

Hazel Conference Center
Virginia Hospital Center – Arlington
1701 North George Mason Drive

1. **7:00 pm** Pledge of Allegiance / Moment of Silence for 9/11 (formal start of meeting)
2. Approval of Agenda
3. Approval of Minutes (June 6, 2006)
4. Treasurer's Report
5. Membership Committee Report
6. Reading of the Rules for Candidates Night
7. **7:20 – 7:50pm** US Senate – Virginia
8. **7:52 – 8:22pm** US House of Representatives 8th District
9. **8:24 – 8:54pm** Arlington County Board
10. **8:56 – 9:21pm** Arlington County School Board
11. **9:23 pm** New Business
12. Adjournment

Candidates Night rules & Format

1. Contested Candidates U.S. Senate, U.S House of Representatives, Arlington County Board, and Arlington School Board will appear as separate panels in that order. When called each panel of candidates will take its place at the front table in the auditorium. Surrogates for candidates are not permitted. If a candidate is unable to attend in person, the panel will be presented without them.
2. Each candidate will have an opportunity to make an opening statement standing at the podium. The order of opening statements will be determined by a drawing by the candidates to be held at the podium at the start of the panel. After opening statements, the candidates will be seated at the front table next to the podium and have the opportunity to field questions from the audience. Candidates are permitted to use prepared remarks or notes during their presentations. The Federation President will serve as Moderator.
3. Each candidate will have three minutes for an opening statement and one minute to answer each question posed to any member of their panel. The order of answering questions will rotate with each new question unless the question is posed directly to one member of the panel, in which case that candidate will answer first. Following questions each candidate will have two minutes to make a summation statement. Candidates will be informed by cue card when one minute remains, when thirty seconds remain, and when time has expired, upon which the Moderator will ask the candidate to conclude his or her remarks. There will be no one-minute-remaining cue card for question and responses since they are limited to one minute.
4. During the question and answer period, questions from Federation delegates and alternates will be entertained through a random drawing system. Delegates and alternates will have the opportunity to register for the drawing by noting their name and the civic organization they represent on a name card. Registration will be conducted in the Hospital Conference Center Lobby between 6:15pm and the conclusion of opening statements by candidates on the respective candidate panel to which the question is directed. The name card is to be placed in the applicable public office box located at the registration desk. Delegates and alternates whose names are drawn at random by the moderator will speak via a walk-around microphone (handled by ACCF Executive Committee members) when recognized to pose their question. Questions may be directed to one or more candidates, in which case they will answer first, but each candidate will have an opportunity to address the subject matter of the question posed to the respective panel.
5. Questions must be concise, no more than thirty seconds in length, and not statements of position. Argumentative, multi-part, and follow-up questions will not be permitted. Time is available for approximately five questions per panel of candidates. In the interest of allowing as many persons as possible to ask questions, each delegate or alternate will be allowed to pose only one question to one panel of candidates.

(Continued on Page 2)

Candidates Rules - Continued

(5 continued) If their name is subsequently drawn for a second panel, it will be disqualified unless all who registered for that panel have already asked a question of a previous candidate.

6. Candidates Night is a nonpartisan public forum, open to the public, and is conducted on the property of our host, The Virginia Hospital Center – Arlington. Customary hospital noise limits apply. Cell phones are not allowed inside Hospital buildings. Signs, banners, demonstrations and audio-visual presentations are not allowed in the Conference Center lobby, hallway, auditorium, or on the outside of the Hospital building. Only authorized press and ACCF representatives may tape or photograph the proceedings. Literature may be distributed only in the lobby of the Conference Center, from 6:45pm until the close of the meeting. Candidates and their supporters are expected to respect the Hospital's rules, as well as, the sensitivities of patients and visitors during the evening. It is expected that the event will be videotaped by Cable Channel 69 personnel for later broadcast. Other members of the media will be invited.
7. The decorum of the Civic Federation will be observed at all times. Deliberate demonstrations staged while panel members are speaking will not be tolerated and may result in terminating that portion of the program. Civic Federation members and guests are expected to refrain from audible conversations and other behavior that may distract panel members and detract from the decorum of the program. Member and guests failing to observe Civic Federation decorum (as outlined above) will be asked to leave the auditorium.

Summer

It was very busy for your Executive and other Committees during our general meeting hiatus. Where material was sent to either County Staff or the Board, more detailed information is found at the ACCF Web Site. Some items of interest:

- **Urgent Care Center** – The Public Services and Planning and Zoning Committee jointly drafted a letter to the Arlington County Board which was approved by the Executive Committee and sent on August 10, 2006. We highlighted the ACCF concern and requested further information pursuant to the status, actions and alternatives being considered for relocation of the South Arlington Urgent Care Center. Please look on the Web Site to see a copy of what was specifically addressed and sent to the Board.
- **Lot Definitions** – On July 6, 2006 the Planning and Zoning Committee drafted a letter, which was approved by the Executive Committee and sent to the County Board. We requested that the Board defer action on a Zoning Ordinance amendment that required a lot to be on a street with 30 feet of right-of-way for it to be

classified as “buildable.” Staff estimated that there were 350 such lots in Arlington. The Board adopted the ordinance amendment by a vote of 5-0 at its July 8th meeting. We know that some of the non-buildable lots are in older neighborhoods and have homes on them. Despite our requests, staff has not provided a list of streets or addresses that we would like to share with affected civic associations.

- **Head Start Program** – The Schools Committee was invited by the Arlington Public School Board to consider providing a supporting letter from ACCF to the Arlington County Schools' bid for talking over the Head Start program. The time from initial notification until the letter was required was less than two weeks. The Committee quickly organized to respond. However, program details could not be easily obtained, since Staff understandably was focused on completing the bid. Hence, no recommendation was made to the Executive Committee.

<p>October Meeting: Tuesday, October 3, 2006 The Major Topics: Bond Issues & Constitutional Amendments Affordable Housing – Workforce & Co-ops</p>
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ACCF Representation Procedures

By Executive Committee

A topic in previous general meetings and, with the Executive Committee over the past year, is how people can (or should) represent the Civic Federation “positions” in other forums. The subsequent information is not meant to dissuade anyone from expressing their own opinion or statements – they are ALWAYS free to represent their personal viewpoint. They are also free to express opinions or statements of member groups of the ACCF as long as they abide by that member organization's rules.

In general, statements alluding to an ACCF position, or opinion, or claiming such is representative of an ACCF position should only relate to resolutions or actions taken by the membership as a whole (at general meetings). There are times however, where positions or statements might be made because timing might not allow action at a general membership meeting. Such statements alluding to the ACCF position should be infrequent. They often can be avoided by asking for requisite time for the membership to develop a position through deferral, requests for information or, taking no position that represents the ACCF at all (e.g. see *Summer Topics* – all items fall into the foregoing situations). Fortunately, we have covered situations where positions of the ACCF must be expressed in any public forum through our own by-laws and standing rules.

The information below is directly from a series of emails which were reviewed and accepted by our By-laws Committee Chair - Scott McGeary. They involve NO change to the current by-laws or standing rules. However they do detail the procedures the Executive committee feels are necessary to ensure we comply with proper

representation of the ACCF. The relevant sections in the current By-laws and standing rules:

From By-laws Section 7 (i) - Duties of Officers

President - The President shall preside at all meetings of the Federation and shall perform such other duties as pertain to this office. The President, with the approval of the Executive Committee, shall appoint the Chairman of standing committees and special committees authorized by the Federation. The President shall appoint, with the recommendation of the Executive Committee, Federation representatives to other organizations or to other committees. Only the President, or his designee, may represent the Federation

From Standing Rules - Section 7

The Executive Committee shall have supervision over the affairs of the Federation between its business meetings and shall act on the Federation membership's behalf when delay for the next business meeting would preclude timely response. Furthermore, when necessary, the members of the Executive Committee may conduct such business via electronic means (electronic mail, facsimile, etc.) as necessary to deliberate and vote on such actions. In any case wherein action is taken on the general membership's behalf between meetings a record copy of any actions taken must be made available at and noted to the membership for review and, if necessary, consideration at the next business meeting.

"Procedures" to ensure compliance with the "rules"

The executive committee has clarified procedures which provide us enough latitude to conduct business. These procedures are consistent with those followed over the past two years and which were stated on numerous occasions to committee chairs and others by the previous President, Patrick Smaldore, specifically:

No Committee Chairman, or Executive Committee member may speak on behalf of the ACCF unless they refer to current and past ACCF Resolutions, ACCF Letters, or ACCF Correspondence.

At times an ACCF Committee Chairman, with the consensus of their committee, permission from the ACCF Executive Committee, and; with the full understanding and disclosure to those they are addressing, that the subject being discussed had not yet gone before the full ACCF membership for approval; may speak on behalf of their ACCF committees provided they:

- 1. Write up what is planned to be said (an outline is required at a minimum);*
- 2. Make sure the written material is disseminated to the Executive Committee for "approval" (setting a minimum 24 hour or longer period of negative response proposed - i.e. no negative response indicates approval - 48 hours desired);*
- 3. With the President's and the Executive Committee approval or "non-negative" response, the individual shall become the President's "designee";*
- 4. Make such written material available to be posted on the ACCF Web site;*
- 5. List all such items at the next membership meeting*

ACCF on the Web

We all owe Randy Swart, our esteemed "Web Master", strong accolades for his continued effort at keeping us informed. He does far more than any of us realize. The Web site reflects all actions and general information about the Arlington Civic Federation. Indeed, many of us use it as our "personal" library of materials since referencing the Web is often faster and easier than referring to paper files.

Randy has been maintaining this site for some time. Now, as he wants to enjoy more leisure time and continue with his love of bicycling, which often takes him out of town, he desires some help and "back-up" in Web site maintenance and posting. Any of you who have an interest are encouraged to contact either Randy Swart or Larry Mayer.

Joining a Committee & Calendar

Did you know that the Civic Federation is primarily active through its various committees (*see list on page 4*)? Please consider becoming active in one or more committees if you haven't been active. Consider "reactivating" participation if you have let your activity lapse.

Finally, did you know that any member, in good standing, of a Civic Federation member organization can participate in ACCF committees? As part of our effort to have significant outreach this year, I encourage all of us to solicit participation from member organization people who are not Delegates or Alternates. They can experience the "better" side of the ACCF and we can look forward to the future. Encourage your association's or other organization's membership to broaden their horizons and participate in Civic Federation committees!

In an effort to help - please periodically review the ACCF Web site - we will now try to post meetings, times and, locations so you can be aware of Committee activities (when they are known well in advance).

In future issues of the newsletter, we will also post the next months Committee meetings, room permitting

CERT Training Statistics

Please look at our Web site for statistics on CERT trainees by Civic Association. Good coverage for some, poor for others. Lets sign up, so all Civic Associations have people trained to help in an emergency!

Be Prepared for Emergencies

- September is Preparedness month
 - Have a Family Communication Plan
 - Prepare a Family Emergency Kit
 - Review County Web Site Materials
- (Look at: www.co.arlington.va.us)**