



City of High Point

Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Meeting Agenda

Transparency, Engagement, and Communication Committee

Council Member Michael Holmes, Chair
Council Member Amanda Cook
Council Member Dr. Patrick Harman
Mayor Pro Tempore Britt Moore

Cyril Jefferson, Mayor (Alternate)

Wednesday, January 15, 2025

9:00 AM

Council Chamber

Transparency, Engagement, and Communications - Chair Michael Holmes

CALL TO ORDER

PRESENTATION OF ITEMS

- [2025-026](#) Resilience High Point Compassion Presentation
A presentation will be presented regarding the Resilience High Point's Compassion Charter.
Attachments: [Resilience High Point Compassion](#)
- [2025-027](#) Revised Broadcast Policy
City Council is requested to consider the revised Public Meeting Live Stream Policy to incorporate updated provisions enabling staff to implement video to record and stream approved meetings for public access.
Attachments: [Public Meeting Live Stream Policy](#)
- [2025-028](#) Overview of Appointed Boards and Commissions
Staff will provide an overview of the City's appointed Boards and Commissions.
Attachments: [Boards and Commissions Overview](#)

ADJOURNMENT



City of High Point

Municipal Office Building
211 S. Hamilton Street
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Master

File Number: 2025-026

File ID: 2025-026

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Transparency,
Engagement, and
Communication
Committee

File Created: 01/13/2025

File Name:

Final Action:

Title: Resilience High Point Compassion Presentation
A presentation will be presented regarding the Resilience High Point's Compassion Charter.

Notes:

Sponsors:

Enactment Date:

Attachments: Resilience High Point Compassion

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name:

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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CITY OF HIGH POINT

AGENDA ITEM



TITLE: Resilience High Point Compassion Presentation	
FROM: Damon Dequenne, Assistant City Manager	MEETING DATE: January 15, 2025
PUBLIC HEARING: No	ADVERTISED DATE/BY:
ATTACHMENTS: Presentation	

PURPOSE: A presentation will be presented regarding the Resilience High Point's Compassion Charter.

BACKGROUND: Resilience High Point encourages public, private, and non-profit collaborations that support a compassionate community of promise and opportunity empowering all residents to thrive. Through their work in the community, they have developed strategies for a Compassionate High Point.

BUDGET IMPACT: None.

RECOMMENDATION /ACTION REQUESTED: For Information only.





Resilience High Point encourages public, private, and non-profit collaborations that support a compassionate community of promise and opportunity empowering all residents to thrive.











*Empathy is
necessary but
insufficient.*

*Compassion =
Turning empathy
into action*

40 Seconds

Compassion not only changes your behavior, it also changes the behavior of those to whom you've shown compassion.

A book from SIMON SINEK's Optimism Press

trust first

*A True Story About the Power of
Giving People Second Chances*



- *To kick off our compassion effort, we partnered with the High Point Library to have a community read in the summer of 2021*



Compassionate
HIGH POINT

COMMITMENT TO COMPASSION CHARTER



This Charter invites any individual, business, or organization to join Resilience High Point as a Compassion Partner as we work together to discover what a Compassionate Community may look like in the City of High Point. As a new chapter unfolds for our city, it will take compassion to commit to the change we want to see in High Point. By signing this commitment one enters our shared community based on the core values explained below. Members of this Charter can commit to the following values:

- 1. One Community, Many Cultures**
- 2. Active Participation**
- 3. Upstream Thinking**
- 4. Creating Compassionate Opportunity**
- 5. Operating From a Place of Abundance**
- 6. Asking for Help**

The signers below have joined Resilience High Point in our Commitment to Compassion. They are committed to working amongst and within ourselves and the wider community to build a more Compassionate High Point.

Strategies for a Compassionate High Point

Opportunities to Reflect

- “The Antidote” Screenings
- Conversation Cafés



Strategies for a Compassionate High Point

Opportunities to Listen

'Seen and Heard' Series

- LGBTQ+
- Refugees and Immigrants
- Neurodivergence and Physical Limitations
- Multi-faith Conversations



Strategies for a Compassionate High Point

Opportunities to Learn

Trainings

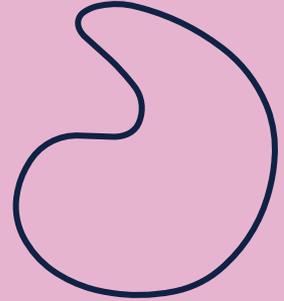
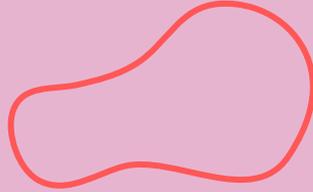
- Empathy
- Motivational Interviewing
- Microaggressions
- Compassionate Storytelling



Strategies for a Compassionate High Point

Opportunities to Engage

- Social media
- Monthly newsletter



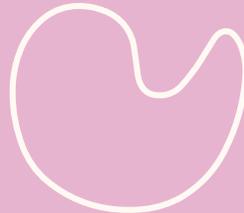
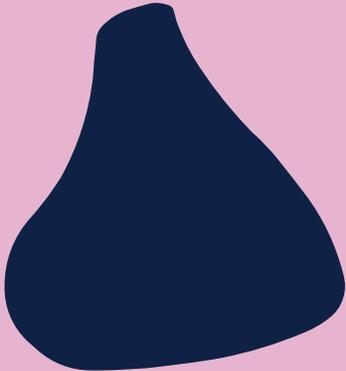
Contact Information

info@resiliencehp.org

336-259-6554

www.resiliencehp.org

www.compassionatehighpoint.org





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Master

File Number: 2025-027

File ID: 2025-027	Type: Miscellaneous Item	Status: To Be Introduced
Version: 1	Reference:	In Control: Transparency, Engagement, and Communication Committee
File Name:		File Created: 01/13/2025
		Final Action:

Title: Revised Broadcast Policy
 City Council is requested to consider the revised Public Meeting Live Stream Policy to incorporate updated provisions enabling staff to implement video to record and stream approved meetings for public access.

Notes:

Sponsors:

Enactment Date:

Attachments: Public Meeting Live Stream Policy

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name:

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Public Meeting Live-Stream and Broadcast Policy

Policy Statement

The Public Meeting Live-Stream and Broadcast Policy (“Policy”) provides information and procedures for recording, live-streaming and broadcasting public meetings convened by the City Council of High Point, N.C. This Policy reflects the City Council’s commitment to transparent and accessible decision-making processes with the introduction of live video streaming, broadcasting and archiving of official City Council meetings and City Council committee meetings, noting that sessions that are closed to the public under N.C. General Statute §143-318.11 will not be recorded or live-streamed. It is desired that live-streaming and publishing the video recordings of meetings on the City of High Point website, the City of High Point’s public access channel and/or another equally accessible platform will provide more flexible and convenient access to a wider audience, resulting in greater community awareness and confidence in the integrity and accountability of decision-making processes.

Scope

This policy applies to:

- Official City Council meetings, City Council committee meetings and any other public forums or meetings as authorized by the City Council
- Members of the public and attendees at applicable meetings under this policy

The policy does not extend to any closed sessions that are closed to the public under N.C. General Statute §143-318.11.

Definitions

- Chair: the person presiding over the meeting
- Council: the High Point City Council
- City Manager: the City of High Point City Manager
- Regular Meeting: a regularly scheduled meeting of the Council
- Special Meeting: a Council meeting held any time outside of the Council’s regular meeting schedule
- Closed Session: City Council sessions closed to the public under N.C. General Statute § 143-318.11
- Any other public forums or meetings: events held in the Council chambers
- Live-stream: Video and audio broadcast of official City Council and Council committee meetings over the internet
- Broadcasting: Video and audio broadcast of official City Council and Council committee meetings to our public access channel, HPTV Channel 8.

Procedures

Meetings to be Live-Streamed and Recorded

Official City Council meetings, City Council committee meetings or meetings as authorized by the City Council. Any other public forums or meetings held in the Council chamber or other appropriate location with video capability as authorized by the city manager may also be streamed and broadcasted live.

There may be situations where a live-stream or broadcast may not be available due to technical difficulties. While every effort will be made to ensure the live-streaming, broadcast and website are functioning smoothly, the Council and City of High Point staff take no responsibility for and cannot be held liable for the live-streaming or archived recordings being temporarily unavailable due to technical issues beyond its control. Technical issues may include but are not limited to the availability of the internet connection, device failure or malfunction, unavailability of social media platforms or power outages.

Access to Archived Recordings

Regular and Special Council meetings that are streamed live on the internet will remain on the City of High Point's authorized platforms, where the public can view them free of charge for a minimum of 365 days after publication.

Notice to Meeting Attendees and Viewers

By attending a City Council meeting, those in attendance consent to being recorded.

The City of High Point has established processes for receiving public comments, which do not include social media platforms. As such, questions and comments posted to social media during a live broadcast will not be responded to by any City of High Point Council member or staff.

Termination of Live-Stream and Corrections

City Council meetings offer specific opportunities for public participation during the public comment period. Occasionally, comments may be regarded as offensive, defamatory, inaccurate, or contrary to law. By live-streaming and publishing recordings of meetings, the potential audience is significantly increased, which also increases the likelihood of such occurrences. Accordingly:

The City of High Point does not accept responsibility for inaccurate, incorrect, or defamatory comments made by individuals during meetings and does not warrant nor represent that the material or statements made during the streamed meetings are complete, reliable, accurate or free from error.

During a meeting, the Chair has the discretion and authority to correct inaccuracies and/or direct the termination or interruption of live-streaming if they believe it is advisable. Such direction will only be given in exceptional circumstances.

The opinions or statements made during the meeting are those of the individuals and not necessarily the opinions or statements of the City of High Point. The City of High Point does not necessarily endorse or support views, opinions, standards or information in the live streaming/recording of the Council meetings.



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File Number: 2025-028

File ID: 2025-028	Type: Miscellaneous Item	Status: To Be Introduced
Version: 1	Reference:	In Control: Transparency, Engagement, and Communication Committee
File Name:		File Created: 01/13/2025
		Final Action:

Title: Overview of Appointed Boards and Commissions
Staff will provide an overview of the City's appointed Boards and Commissions.

Notes:

Sponsors:

Enactment Date:

Attachments: Boards and Commissions Overview

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name:

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Overview of Appointed Boards and Commissions	
FROM: Meghan Maguire, City Attorney Sandra Keeney, City Clerk	MEETING DATE: January 15, 2025
PUBLIC HEARING: No	ADVERTISED DATE/BY: N/A
ATTACHMENTS: Presentation	

PURPOSE: Provide an overview of the City's appointed Boards and Commissions.

BACKGROUND: Staff will provide an overview of the legal and administrative considerations related to the City's appointed Boards and Commissions.

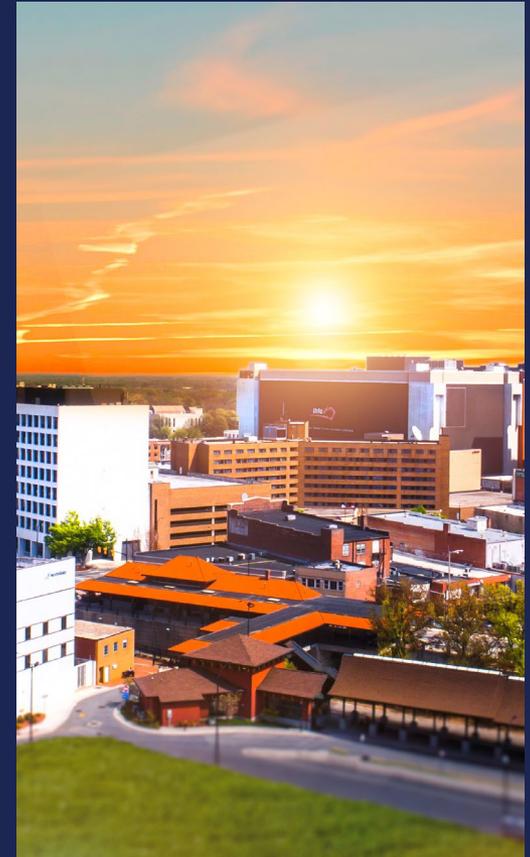
BUDGET IMPACT: None.

RECOMMENDATION /ACTION REQUESTED: Information only.

APPOINTED BOARDS AND COMMISSIONS

Transparency, Engagement, and Communications Committee

January 15, 2025





OVERVIEW

- Board or Commission?
- Elected boards versus appointed boards
- How was the board/commission created?
 - Creature of Statute?
 - Creature of City Code?
 - Other?
- How do they operate?
 - Bylaws?
 - Rules of Procedure?

OVERVIEW (continued)

- What is a legislative board?
- What is a quasi-judicial board?
- What is an advisory board?
- Be careful not to confuse appointed boards and commissions with the following:
 - Standing committees of Council, which are made up only of Councilmembers
 - Temporary/time limited committees, sub-committees, or task forces
 - Council liaison roles on outside organization's boards

TYPES OF APPOINTED BOARDS AND COMMISSIONS

- Legislative Boards: Planning and Zoning Commission
- Quasi-Judicial Boards: Historic Preservation Commission and Board of Adjustment
- Advisory Boards: Generally, all other appointed boards and commissions (list to follow)



BOARDS AND COMMISSIONS

- Board of Alcoholic Control (ABC)
- Citizens Advisory Council
- Human Relations Commission
- Library Board of Trustees
- Parks & Recreation Commission
- Theatre Advisory Board
- High Point Economic Development



BOARDS AND COMMISSIONS (continued)

- High Point Housing Authority Commission (7)
- Guilford City/County Insurance Advisory Committee (2)
- Guilford County Historic Preservation Commission (2)
- Piedmont Triad Airport Authority (1)
- Piedmont Triad Regional Water Authority (2)



SOME ARE WARD SPECIFIC

- Citizens Advisory Council
- Historic Preservation Commission
- Human Relations Commission
- Library Board of Trustees
- Parks and Recreation Commission
- Planning and Zoning Commission



APPOINTMENT POLICY

- Can go outside of Ward for appointment
- Residency Requirements (encouraged to make appointments according to residency or primary occupation with a preference given to residency before primary occupation)
- Term Limits
- Does not apply to P&Z, BOA, and HPC



REPORT/UPDATES

- Vacancy Reports
- Rosters
- OneDrive
- Council Liaisons help facilitate appointments on the boards/commissions they represent

REPORTS/UPDATE-EXAMPLE

Term Expirations/Vacancy Report 2023

CITY OF HIGH POINT				
BOARDS & COMMISSIONS				
Term Expirations/Vacancy Report 2023 (effective October & November, 2023)				
Board	Member	Expiration	Eligible for reapt.	Appointment Responsibility
Board of Adjustment	VACANT (alternate)			MAYOR
Citizens Advisory Council	Tim Andrew	5/31/2023	yes	5/JONES
Citizens Advisory Council	Donald Belton	5/31/2022	yes	AL/MAYOR
Citizens Advisory Council	Jason Hicks	5/31/2023	yes	AL/MOORE
Citizens Advisory Council	Klyshona Person	5/31/2023	yes	1/JEFFERSON
Guliford County Historic Preservation Comm.	VACANT	4/1/2021		MAYOR
Guliford County/City Insurance Advisory Committee	Julian Weathers	12/21/2023		MAYOR
Historic Preservation Committee	David Blackburn	12/21/2026		PETER
Human Relations Commission	Willie Davis	7/1/2023	yes	MAYOR
Human Relations Commission	Meliza Gomez	7/1/2023	yes	JONES
Human Relations Commission	Toylandia Smith	7/1/2023	yes	3/PETER
Human Relations Commission	Geovanni Hood	11/1/2023	yes	JEFFERSON
Library Board of Trustees (Historical Society representative)	VACANT	10/31/2023		1/JEFFERSON
Library Board of Trustees	Forrest Littleton	10/31/2022	no	2/WILLIAMS
Library Board of Trustees	David Ruden	10/31/2021	yes	AL/MAYOR
Library Board of Trustees	Rick Cornwell	10/31/2023		Hudson
Library Board of Trustees	Doreta Evans	10/31/2023		JONES
Library Board of Trustees	Donna Kaiser	10/31/2023		MOORE
Parks & Recreation Commission	Robert Davis	7/1/2023		PETERS
Parks & Recreation Commission	Nicholas Credle	7/1/2023		JOHNSON
Theatre Advisory Board	VACANT	6/1/2024		Not ward specific

EXAMPLE



HOW TO APPLY

- Online
- City Council's webpage
- www.highpointnc.gov



APPOINTMENT REPORTING

- Pursuant to N.C.G.S. 143-157.1, governing bodies are required to report appointments made to statutorily created boards and commissions
- This is known as the “Gender Equity Report” and must be submitted to the Secretary of State’s office by September 1st of each year



Next Steps

- Visit Boards and Commissions
- Gather and Review By-Laws
- Research virtual meeting options
- Work with staff to provide operational recommendations

Additional Information Contact:

Meghan Maguire, City Attorney

Sandra Keeney, City Clerk
336-883-3536

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Alison Glynn, Deputy City Clerk
336-883-3690

alison.glynn@highpointnc.gov

