



# Metropolitan Council

## Office of Vice Mayor

January 5, 2021

**TO:** Members of the Metropolitan Council  
Citizens of Metropolitan Nashville and Davidson County, TN

**FROM:** Vice Mayor Jim Shulman

**DATE:** January 5, 2021

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

This memorandum constitutes formal notice to members of the Metropolitan Council and the public of four (4) vacancies on the Metropolitan Community Oversight Board (COB) for terms expiring January 31, 2024.

Board members currently holding these seats are Ms. Ashlee Davis, Dr. Adele Lewis, Ms. Brenda Ross, and Mr. Matthew Sweeney. Procedure for filling these vacancies is outlined below. Please note that nominators and nominees must adhere to the deadlines and procedures provided herein in order to maintain eligibility.

### **Members of the Community Oversight Board**

The Community Oversight Board consists of eleven (11) members selected from three (3) distinct categories set forth in the Charter. All members must be approved by majority vote of the Council.

The make-up of the Board as set forth by Charter is 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.

### **Upcoming Vacancies on Community Oversight Board**

There are four (4) vacancies to be filled at this time. Of these four (4) vacancies, three (3) members must be representatives of either (a) a community organization or (b) a private petition signed by 50 residents of Davidson County.

In addition, one (1) vacancy to be filled will be among nominations submitted by Council Members.

Members must be registered voters (Tenn. Code Ann. § 38-8-312).

The persons whose seats are becoming vacant are permitted to remain on this Board for a sixty (60) day hold over period during the pendency of this election. (Metro Charter § 11.101.1).

## **February 2, 2021 – Deadline for Nominations**

All nominations must be filed using the Community Oversight Board Nomination Form. This Form must be completed by any Council Member wishing to nominate someone, as well as any member of a community organization or member of the community wishing to submit a petition for his or her own nomination or the nomination of someone else.

The Nomination Form is available online at <https://www.nashville.gov/Government/Boards-and-Committees/Committee-Information/ID/132/Community-Oversight-Board.aspx>.

The Nomination Form should be completed, signed by the nominator (e-signature is acceptable), and emailed to [metro.clerk@nashville.gov](mailto:metro.clerk@nashville.gov) by no later than **4:30 p.m.** on February 2, 2021.

The Petition Form is also posted on the above webpage. Nominations by Petition Form must be signed by fifty (50) Davidson County residents, and the Petition Form must be included as an attachment and filed at the same time as the corresponding Nomination Form.

## **February 9, 2021 – Deadline for Nominee Information**

All nominees received by February 2, 2021 must file the Community Oversight Board Information Sheet for Metro Council by no later than **12:00 p.m.** on February 9, 2021 via email to [metro.clerk@nashville.gov](mailto:metro.clerk@nashville.gov). Any nominee who fails to file the Information Sheet by this deadline shall be deemed to have withdrawn his or her name from nomination.

The Community Oversight Board Information Sheet is available online at <https://www.nashville.gov/Portals/0/SiteContent/MetroClerk/docs/boards-commissions/CommunityOversight/COB-NomineeQuestionnaire.pdf>

## **February 16, 2021\* – 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, February 16, 2021. The meeting will be conducted on the WebEx platform, and invitations will be sent to the nominee at the email address on file with the Metro Clerk.

\*Depending upon the number of nominations received, this meeting may be re-scheduled to another date. Specific date and time will be contained in the WebEx meeting notice(s).

## **February 16, 2021\* – Election and confirmation by the Metropolitan Council**

The Metropolitan Council shall elect and confirm four (4) Board members by a majority vote at the regular Council meeting of February 16, 2021. Two (2) categories of election will be held to fill the four (4) vacancies:

1. One round of the election will be conducted to fill three (3) seats nominated by either (a) a community organization or (b) a private petition signed by 50 residents of Davidson County.
2. A second round of election will be conducted to fill one (1) vacancy from Nomination Forms submitted by Council Members.

\*Depending upon the number of nominations received, this meeting may be re-scheduled to another date. Specific date and time will be contained in the WebEx meeting notice(s).

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

cc: Jill Fitchard, Community Oversight Board  
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