

MEMORANDUM

TO: Clackamas County Board of County Commissioners
FROM: Gary Schmidt, County Administrator
RE: Revision of Board Committee Assignments
DATE: January 20, 2026

REQUEST: Board reassignment of a representative to the three committees listed below.

BACKGROUND: The Board typically reviews committee assignments and liaison roles when a new Board is seated and then revisits annually or as needed. The last review took place in July 2025.

The Internal Audit Oversight Committee and the Audit Committee will now be assigned to the newly selected vice-chair.

The following committees have been identified as requiring re-assessment:

- **Association of Oregon Counties (AOC) Board**, seat for counties with a population over 250,000. This committee meets monthly, usually Monday afternoons, time varies. This is a voting member.
- **Water Environment Services (WES) Advisory Committee** – This is the advisory committee for WES made up of member cities and residents. The committee meets monthly, 2nd Thursdays at 6pm. This position is ex-officio.
- **Willamette Falls Landing and Heritage Area** - This committee meets monthly, 3rd Mondays at 11am. This is a voting member.

RECOMMENDATION: Provide staff direction on the three committees listed above.