



CITY OF PORTSMOUTH, NH
BLUE RIBBON COMMITTEE ON SISTER CITIES
AND CITIZEN DIPLOMACY
July 26, 2017 MEETING MINUTES

- Attendees:
 - John Bohenko, City Manager (first half of meeting only)
 - Mike Nelson
 - Karina Quintans, Chair
 - Valerie Rochon
 - Stephanie Seacord
 - Steve Zadravec
 - Nancy Carmer, Economic Development Program Manager (ex-officio)
- The meeting began promptly at 4:30 p.m. with committee introductions
- John Bohenko gave an overview of the committee’s role and some of the sister city history
- Nancy provided guidance on committee protocol (agendas and meeting minutes, press requests/releases, Right to Know Law, etc.)
- Committee members discussed some of their work with sister cities and prospective sister city relationships (Valerie, Stephanie, and Nancy)
- Reviewed and brainstormed ideas for carrying out the committee charge
- Discussed meeting frequency and overall timeline for the committee's deliverables

Action items/Next Steps

- Obtain copy of sister city application
- Invite Sister Cities International (SCI) to participate in our next meeting via telecon
- Karina to ask SCI for any records on our sister cities relationships
- Everyone to review the SCI site to get familiar with the organization and its programs and resources
- Karina to request from SCI, a list of U.S. cities that have robust programs that we can interview for best practices
 - a. Nancy to create a standard list of questions to ask these U.S. cities
 - b. Committee members to each do an interview of a U.S. city
- Karina to request change of committee name to include “citizen diplomacy”
- Committee agreed to hold one-hour meetings going forward, approximately once per month
- The meeting adjourned at approximately 5:40 p.m.