

1/20/2016 - Minutes

1. Agenda - 01022016

Snohomish County  
Charter Review Commission  
8th Floor Robert J. Drewel Building  
Jackson Board Room  
Wednesday, January 20 2016  
7:00 p.m. – 9:00 p.m.  
AGENDA

7:00 p.m. Call to Order  
Flag Salute  
Roll Call  
Agenda Order  
Approval of the Minutes  
Report from Chair  
Public Comments  
Guests:  
1. Sheriff Ty Trenary

Business Items

1. 7:30 p.m. Open Public Meetings Act (OPMA) Compliance Project (2016-01)
2. 7:40 p.m. Staff Hiring Committee Report (2016-02)
3. 8:00 p.m. Rules and Procedures Committee Report (2016-03)
4. 8:20 p.m. Process for Receiving Charter Amendment Proposals

Old Business

New Business

9:00 p.m. Adjournment

[NOTE: Times shown on Agenda are approximate]

1.I. Draft Minutes

Snohomish County Charter Review Commission  
Jackson Board Room  
January 20, 2016  
07:00 p.m.

3000 Rockefeller Ave  
Everett, WA  
8th Floor Robert J. Drewel Building  
Jackson Board Room

7:00 p.m. Call to Order

PRESENT:

Chair Gregerson  
Vice-Chair Terwilliger  
Vice-Chair Miller  
Commissioner Matthews  
Commissioner O'Donnell  
Commissioner Donner  
Commissioner Kelly  
Commissioner Valentine  
Commissioner Stanford  
Commissioner Barton  
Commissioner Koster  
Commissioner Roulstone  
Commissioner Fior  
Commissioner Chase  
Commissioner Lias (by phone)  
Debbie Eco, Ex-Officio Clerk  
(See names below for persons providing public comment)

Chair Gregerson call the meeting to order 7:00 p.m.

### **Flag Salute**

### **Roll Call**

All commissioners present, including Commissioner Lias by telephone.

### **Agenda Order**

### **Approval of the Minutes**

The minutes from January 6th meeting were presented. One correction was made to clarify the nomination for First Vice-Chair Terwilliger.

Commissioner Miller made a motion to approve the minutes from January 6, 2016, as amended. Commissioner Koster seconded the motion and it carried unanimously.

### **JANUARY 6, 2016 MINUTES**

### **Report from Chair**

Chair Gregerson reported that she has been working with the County's Information Services Department for commissioner e-mail accounts. She also announced that the Charter Review Website has been launched.

She spoke briefly about the frequency of meetings, meeting packets, and said her goal is to provide packets a couple of days in advance of the meetings.

She said she has been working on getting various elected officials scheduled to attend the meetings. Those who have shown interest so far are County Clerk, Sonya Kraski; the Superior Court judges; and Assessor, Linda Hjelle. Sheriff Trenary was on the agenda tonight, Chair Gregerson said he is interested in participating and will get him re-scheduled.

### **Public Comments**

Chair Gregerson spoke briefly about rules and procedures regarding public comment at the Commission meetings. She said she would allow three minutes here, but in-district meetings will handle differently and may allow more time.

Laura Henderson, Executive Director Pasados Safe Haven, spoke about law enforcement in Snohomish

County regarding animal control.

Don Murray, Counsel for Pasados Safe Haven, asked if the Commission has subpoena power and supported Ms. Henderson's comments.

Dr. Hanna Mueller stated she is a veterinarian that works with Pasados Safe Haven, she agreed with prior testimony and spoke about the failures of animal control in Snohomish County.

## **Guests**

### **1. Sheriff Ty Trenary**

Sheriff Trenary was not present and will be re-scheduled for an upcoming meeting.

## **Business Items:**

### **1. 7:30 p.m. Open Public Meetings Act (OPMA) Compliance Project (2016-01)**

Chair Gregerson explained that training must be done within 90 days and provided options for training. Vice-Chair Terwilliger spoke briefly about Sara Di Vittorio, Snohomish County Deputy Prosecutor and said she provides a great presentation. The majority of members showed interest in having in-person training. Chair Gregerson said she will get Ms. Di Vittorio scheduled.

### **2. 7:40 p.m. Staff Hiring Committee Report (2016-02)**

Chair Gregerson reported that the Commission's subcommittee met and had good discussions on options for a staff contract, sunset date, job description, and RFP.

Continued discussion took place regarding staff job duties, whether or not it is a full-time job, retaining a qualified person, job description, office space, and target for start date.

Commissioner Liaas made a motion to authorize the committee to finalize a job description with a contract of \$5,000 per month, advertise appropriately, and establish a hiring committee to interview candidates, with a deadline of one month to hire someone. Commissioner Valentine seconded the motion. Commissioner Roulstone expressed concern with waiting one month to hire someone. Chair Gregerson clarified that it would be at most one month, but the Commission can work more quickly than that. Commissioner Liaas suggested having it open for at least 10 days. Discussion ensued.

The question was called for and the motion carried unanimously.

Commissioner Kelly inquired about hiring an attorney. Chair Gregerson responded and said yes, the Commission needs legal support. Discussion ensued regarding legal support and comments were provided from Commissioners, Kelly, Koster, and Valentine.

### **3. 8:00 p.m. Rules and Procedures Committee Report (2016-03)**

Lengthy, detailed, discussion ensued regarding the Rules and Procedures, several amendments were made and the Commission approved the Rules and Procedures, as amended.

### **4. 8:20 p.m. Process for Receiving Charter Amendment Proposals**

Commissioners discussed what the best ways are to receive information; standard written form or online submission. They also discussed deadlines.

Commission spoke about scheduling electeds and scheduling in-district meetings. Commissioner Roulstone made a motion that once a staff person is hired, one of their duties will be to record what the 2026 Charter Review Commission will need as a starting point. Commissioner Matthews seconded the motion and it carried unanimously.

Commissioner O'Donnell asked about the procedure to move forward with ideas, specifically with the issues brought forward tonight by Pasado's Safe Haven. Chair Gregerson and Commissioners Koster and Terwilliger responded.

Commissioner Roulstone made a motion that the Chair appoint a committee to write up a procedure for bringing forward issues for consideration for charter amendments and have at the next meeting. Commissioner Matthews seconded the motion and it carried unanimously.

Commissioners Matthews, Roulstone, and O'Donnell all volunteered to sit on this committee.

Commissioner Stanford requested to invite the Performance Auditor to a meeting.

Commissioner Kelly requested more information relating to how Skype can be used for commissioners to participate in meetings. Chair Gregerson said she would look into it further.

**Old Business**

**New Business**

**9:00 p.m. Adjournment**

The Commission adjourned at 8:47 p.m

**Snohomish County Charter Review Commission**

Jackson Board Room

January 20, 2016

7:00 p.m.

MINUTES

**3000 Rockefeller Ave**

**Everett, WA**

**8th Floor Robert J. Drewel Building**

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Vice-Chair Terwilliger

Vice Chair Miller

Commissioner Matthews

Commissioner O'Donnell

Commissioner Donner

Commissioner Kelly

Commissioner Valentine

Commissioner Stanford

Commissioner Barton

Commissioner Koster

Commissioner Roulstone

Commissioner Fior

Commissioner Chase

Commissioner Lias (by phone)

Debbie Eco, Ex-Officio Clerk

(See names below for persons providing public comment)

Chair Gregerson call the meeting to order 7:00 p.m.

### **Flag Salute**

### **Roll Call**

All commissioners present,  
including Commissioner Lias by telephone.

## **Agenda Order**

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Vice-Chair Terwilliger

Vice Chair Miller

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Debbie Eco, Ex-Officio Clerk

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#### 1.1.i. OPMA Compliance

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###### 1.1.i.1.1. Rules And Procedures

###### 1.1.i.1.2. Snohomish County Charter Review Commission Rules Of Procedure

###### 1.1.i.1.3. Staff Hiring