



CLALLAM COUNTY CHARTER REVIEW COMMISSION MINUTES of January 13, 2025

SPECIAL MEETING OF THE CHARTER REVIEW COMMISSION (CRC)

Convening Chair Susan Fisch called the meeting to order at 5:30 p.m., Thursday, January 13, 2025. Also present were Commissioners Bill Benedict, Jim Stoffer, Jeff Tozzer, Alex Fane, Ron Cameron, Patti Morris, Chris Noble, Paul Pickett, Ron Richards, Rod Fleck, Mark Hodgson, Christy Holy, and Cathy Walde. Karen O'Donnell was absent.

OATHS OF OFFICE TO NEW COMMISSIONERS

- Loni Gores, MMC, Notary Public administered the oaths of office.

ROLL CALL/INTRODUCTIONS OF COMMISSIONERS

- Gores administered roll call:
 - District I: Fisch, Benedict, Stoffer, Tozzer, and Fane (all present)
 - District II: Cameron, Morris, Noble, Pickett, and Richards (all present)
 - District III: Fleck, Hodgson, O'Donnell, Holy and Walde (4 present and O'Donnell was absent)

ELECTION OF OFFICERS

- Election of Chair:

Fisch called for nominations for Chair

ACTION TAKEN: Stoffer nominated Susan Fisch for Chair, second; motion passed

(14 voted in favor of)

Fisch accepted the position

- 1st Vice Chair:

Fisch called for nominations for 1st Chair

ACTION TAKEN: Benedict nominated Patti Morris for 1st Chair, seconded

(7 voted in favor of and 7 voted opposed)

ACTION TAKEN: Stoffer nominated Chris Noble for 1st Chair, second; motion passed

(7 voted in favor of and 7 voted opposed)

Morris defers the position to Chris Noble

Noble accepted the position

- 2nd Vice Chair:

Fisch called for nominations for 2nd Chair

ACTION TAKEN: Holy nominated Mark Hodgson for 2nd Chair, second; motion passed

(14 voted in favor of)

Hodgson accepted the position

- Parliamentarian:

Fisch called for nominations for Parliamentarian

ACTION TAKEN: Stoffer nominated Ron Cameron for Parliamentarian, second

ACTION TAKEN: Benedict nominated Rod Fleck for Parliamentarian, second; motion passed

(14 voted in favor of)

Cameron declined

Rod Fleck accepted the position

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

Richards requested to modify the agenda under Prosecuting Attorney legal counsel in anticipation that the Coroner issues comes up. He noted that the Prosecutor has disqualified himself as being the County Commissioners representative on this issue due to conflict of interest. He questioned if the Prosecuting

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Attorney's office should be acting as the legal advisor for the CRC. He would like the CRC to consider asking the Prosecutor to get an independent attorney advisor.

Fisch commented she will add that as an issue on the agenda when the CRC gets to the legal counsel. She noted that perhaps the Prosecuting Attorney's office would be open to questions after their introduction. No additional modifications were requested.

ACTION TAKEN: No objection to the agenda as modified

Richards commented on the 3 minutes public comment rule. He would like the bylaws changed to allow 5 minutes for public comment. Fleck responded that he has a drive home and City Council meetings starting at 7:30 pm. He also only gets 2 minutes to comment at the Board of Natural Resources and 3 minutes at the State Senate meetings. He believes 3 minutes is normal for comments. Fisch stated that for the current meeting the CRC will follow the 2020 bylaws of 3 minutes.

Stoffer questioned the absence of Karen O'Donnell. Fisch responded that she has not received any information that anyone from the Commission has resigned.

PUBLIC COMMENT

- Norma Turner, Port Angeles, thanked the Commissioners for their service
- Ed Bowen, Clallam Bay, thanked the Commissioners for their service, bylaw, representing the citizens

INTRODUCTIONS – STAFF SUPPORT

- Legal Counsel – Dee Boughton, Civil Deputy Prosecuting Attorney

Dee Boughton, Chief Civil Deputy, Prosecuting Attorney's Office, commented that he will be the legal counsel to the CRC. He plans to attend meetings virtually on Zoom.

- Commissioners Office – Todd Mielke, County Administrator

Todd Mielke, County Administrator, Board of Commissioners Office, commented that he is here to serve the Charter Review Commission. He noted that his last name is spelt wrong on the agenda. His email address is: todd.mielke@clallamcountywa.gov

- Clerk – Loni Gores, Clerk of the Board of County Commissioners

Loni Gores, Clerk of the Board, Board of Commissioners Office, commented that she is here to serve the Charter Review Commission. Contact Gores for information requests.

- Budget - Mark Lane, Clallam County Chief Financial Officer

Mark Lane, Chief Financial Officer, Finance Department, commented that he is here to serve the Charter Review Commission. He noted that if there are any questions regarding budget, he is available to assist.

DISCUSSION ITEMS

- **Open Public Meetings Act (OPMA) – Prosecuting Attorney's Office – Dee Boughton**
- **Public Records Act (PRA) – Public Records Office – Jesse Major**

Boughton and Major provided Open Public Meetings Act and Public Records Act training. CRC Members asked questions and held discussion.

Richards questioned if they have information to be sent to the Commission should they send it to the Clerk and she can forward. Boughton responded that it is best practice to send information to the Clerk to forward to the Commission.

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- **Discussion regarding Charter, Code and Policy differences – Dee Boughton**

Boughton provided a handout in the agenda packet regarding the differences between County Charter, Code and Policy. CRC Members had no questions.

- **Bylaws and Rules of Procedures**

- Bylaw

Stoffer requested that the CRC accept the 2020 bylaws because the CRC needs a template to work from the move forward. Once those have been approved the members can establish a committee for edits. He noted that there needs to be a basis on how the CRC moves forward in the meeting.

ACTION TAKEN: Stoffer moved to adopt the 2020 bylaws, Morris second

CRC Members held discussion on the original motion.

Richards commented that he has concerns regarding Article VI and Section 1

Article VI Section 1. All inquiries or requests for legal opinions or rulings shall be referred to the Prosecuting Attorney's Office at such times and in such manner as the Commission may decide.

He stated it avoids a conflict tonight. He also noted there is a CRC budget. He feels he would be more comfortable not referring to the Prosecuting Attorney's Office especially with the Coroner issue. He requests to amend the motion.

ACTION TAKEN: Richards moved to amend the original motion reading all inquiries or requests for legal opinions and request shall be referred to the CRC attorney at such times and in such matters the commission may decide, Noble second; motion failed

(2 voted in favor of and 12 voted opposed)

CRC Members held discussion on the amended motion. Vote was taken and motion failed.

CRC Members held discussion on the original motion.

Fisch clarified that the original motion is to adopt the 2020 bylaws today. The CRC will form a committee to continue to review and edit the bylaws.

Hodgson requested to amend the original motion.

ACTION TAKEN: Hodgson moved to amend the original motion to include the language from the original motion AND form a bylaws and rules committee consisting of one representative from each district, Stoffer second; withdraw

Discussion was held regarding the amended motion.

Stoffer withdraws his second to the amended motion.

Hodgson withdraws his amended motion.

Original Motion:

ACTION TAKEN: Stoffer moved to adopt the 2020 bylaws, Morris second; motion passed

(14 voted in favor of)

ACTION TAKEN: Stoffer moved to establish a bylaws and rules committee made up of one Commissioner from each district to review the bylaws and rules, Hodgson second; motion passed

(14 voted in favor of)

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- Rules

ACTION TAKEN: Fleck moved to adopt the 2020 rules subject to the committee that was established for review, Morris second; motion passed
(14 voted in favor of)

- **County Email Update – Loni Gores, Clerk**

Gores mentioned that all CRC Members have been set up with a County email address from January 1 through December 31, 2025. This will assist in the Public Records requirements. She will forward the 3 remaining user agreements to IT so they can set those accounts up.

- **2025 Meeting Schedule**

CRC members discussed the meeting schedule, location and length. Gores noted that the 2nd and 4th Monday or 2nd and 3rd Tuesday of each month are available in the Board of Commissioners Board Room 160. It was suggested to hold the meetings starting at 5:30 p.m. CRC Members held discussion.

ACTION TAKEN: Cameron moved to hold meetings on the 2nd and 4th Monday of each month, Walde second; motion passed
(13 voted in favor of and 1 voted opposed)

- **Discussion Items for Next Meeting**

- Coroner Topic
- Town Hall Meetings
- Collecting Information from public and public officials
- Timeline to comply
- CRC priorities roundtable
- Charter position vacancy

COMMITTEE FORMATION

Fisch suggested forming bylaws and rules, Coroner and town hall outreach committees.

- **Bylaws and Rules**

Holy, Fisch, Pickett, and Noble volunteered to serve on the bylaws and rules committee.

- **Coroner**

Hodgson requested to have a presentation regarding the Coroner topic before a committee is formed. Fisch will work with Administrator Mielke to discuss a Coroner presentation for the next meeting.

- **Town Hall Outreach:**

Stoffer, Morris, Cameron, Walde, and Richards volunteered to serve on the town hall outreach committee.

PUBLIC COMMENT

- Terry Golden, Port Angeles, commented on public records
- Pepai Whipple, Sequim, thanked the Commissioners for their service, commented on County meetings, bylaws, County Commissioner holding meetings that the public can't attend, Town Hall Meetings
- Karin Cummins, Sequim, thanked the Commissioners for their service, public comment time limit, ethics committee
- Ed Bowen, Clallam Bay, commented on 2020 Charter Review Commission, roundtable list of topics, Coroner topic
- Eric Fehrmann, Sequim, commented on County Commissioners' response at meetings

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ITEMS FOR THE GOOD OF THE ORDER

- Mileage reimbursement forms

Gores noted that mileage forms are due to her every two months. Mileage is calculated from your home to the courthouse. You can collect mileage from your home to each district town hall meeting.

- Discussion was held regarding Charter Review Commissioner Karen O'Donnell

Gores noted that she has not been contacted by Karen O'Donnell to resign.

ADJOURNMENT - Meeting concluded at 7:46 p.m.

Respectfully submitted,



Loni Gores, MMC
Clerk to the Charter Review Commission

Approved: January 27, 2025

CHARTER REVIEW COMMISSION PUBLIC COMMENT SIGN-UP SHEET

General Public Comment – 1st Session

I declare under penalty of perjury under the laws of the State of Washington that any testimony that I give is true and accurate. Please print name and address clearly.

No	PRINTED NAME	SIGNATURE	ADDRESS
1	Gayle Baker		7453 Old Olympic Hwy Sequim
2			
3			
4	Pepai Whipple	Pepai Whipple	Sequim WA 98382
5	Norma Turner		Mr. Angelo Del PA
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CHARTER REVIEW COMMISSION PUBLIC COMMENT SIGN-UP SHEET

General Public Comment – 2nd Session

I declare under penalty of perjury under the laws of the State of Washington that any testimony that I give is true and accurate. Please print name and address clearly.

No	PRINTED NAME	SIGNATURE	ADDRESS
1	TERRY Golden		232951 Hwy 101 PA 98362
2			
3			
4	Pepai Whipple	Pepai Whipple	13 Sequim WA 98382
5	Harin Cummins	Harin Cummins	Sequim
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