

**Clallam County Charter Review Commission
Town Hall Subcommittee Meeting Minutes**

Date: Wednesday, July 30, 2025

Time: 9:00 AM – 10:17 AM

Location: BOCC Boardroom

Attendance:

- Commissioner Nina Sarmiento – Present
 - Commissioner Ron Richards – Present
 - Commissioner Jeff Tozzer – Present
 - Commissioner Ron Cameron – Absent
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Call to Order:

The meeting was called to order at 9:14 AM once a quorum was established.

Officer Elections:

- Commissioner Nina Sarmiento was elected **Chair**.
 - Commissioner Jeff Tozzer was elected **Record Keeper**.
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Discussion Items:

1. Objective & Timeline:

- The subcommittee aims to develop a charter amendment requiring regular town hall meetings by county commissioners.
- Chair Sarmiento proposed targeting the November 2026 ballot.
- The subcommittee agreed that there is sufficient time to develop the amendment, aiming to finalize it by December 2025.

2. Drafting the Amendment:

- Commissioner Richards will format the amendment using Sarmiento's draft.

- He will determine the appropriate placement within the county charter.
- There was agreement to remove the phrase “brief public report” from the draft.

3. Structural Considerations:

- Questions were raised regarding:
 - Whether town halls should be attended by all three commissioners or only by the district’s commissioner.
 - Whether town halls should be scheduled in evening hours to maximize public accessibility.
 - The potential need for time limits on both commissioner introductions and public Q&A.
- It was noted that the presence of all commissioners may:
 - Prevent avoidance of questions by shifting responsibility.
 - Create complications with the Open Public Meetings Act.
 - Extend overall time per question and limit audience participation.

4. Frequency and Scheduling:

- Options discussed included:
 - Six town halls per year (two per district)
 - Four town halls per year (one per quarter, rotating by district)
- Members suggested strategically scheduling town halls ahead of key events such as the annual budget process.

5. Budget and Logistics:

- What is possible opposition:
 - Cost of conducting multiple town halls annually.
 - Commissioner workload and time commitments.
- The subcommittee discussed whether to:
 - Limit venues to municipal buildings, or

- Allow other locations such as granges, community centers, or tribal venues like the casino.

6. Legal and Procedural Questions:

- Should town halls be recorded if more than one commissioner is present?
 - Should legal counsel (e.g., Dee Boughten) be consulted to clarify Open Public Meetings Act implications?
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Next Meeting:

- **Date:** Wednesday, August 27, 2025
 - **Time:** 9:00 AM to no later than 11:30 AM
 - **Location:** BOCC Boardroom
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Adjournment:

The meeting was adjourned at 10:17 AM.