



**PUBLIC UTILITY DISTRICT NO. 1**  
**of Jefferson County**  
**March 12, 2019**  
**Special Meeting**  
**Public Utility District Board of Commissioners**  
**and**  
**Citizen Advisory Board**  
  
**Final Minutes**

The Special Meeting of the Public Utility District No. 1 of Jefferson County (PUD) and the Citizen Advisory Board was called to order by the President of the Board of Commissioners (Board or BOC) at 10:00 a.m. on March 12, 2019, at the Jefferson Transit Conference Room, at 63 Four Corners Road, Port Townsend, Washington, 98368. Present:

**Attending CAB Members:**

**Attending PUD Representatives:**

<input checked="" type="checkbox"/>	Larry Dennison, District 1	<input checked="" type="checkbox"/>	Jeff Randall, District 1 Commissioner
<input type="checkbox"/>	Tom Engel, District 1	<input checked="" type="checkbox"/>	Ken Collins, District 2 Commissioner
<input checked="" type="checkbox"/>	Sebastian Eggert, District 1	<input checked="" type="checkbox"/>	Dan Toepper, District 3 Commissioner
<input checked="" type="checkbox"/>	Karen Bennett, District 2	<input checked="" type="checkbox"/>	Kevin Streett, Acting General Manager
<input checked="" type="checkbox"/>	Gary Rowe, District 2	<input checked="" type="checkbox"/>	Will O'Donnell, Communications Mgr.
<input checked="" type="checkbox"/>	Tim Tibbals, District 2	<input checked="" type="checkbox"/>	Annette Johnson, Executive Asst.
<input checked="" type="checkbox"/>	Russ Michel, District 3	<input checked="" type="checkbox"/>	Don McDaniel, Consultant for PUD
<input type="checkbox"/>	Dan Taylor, District 3		

**1. CALL TO ORDER:**

Commissioner Jeff Randall called the special meeting of the Citizen Advisory Board (CAB) and the PUD Board of Commissioners (BOC) for March 12, 2019, to order at 10:00 a.m.

**INTRODUCTIONS:** Commissioner Jeff Randall started the meeting asking for voluntary introductions from the commissioners and staff.

Commissioner Dan Toepper requested the motion that the BOC made at its meeting March 5, 2019, about the Opt Out Policy be added to the Agenda under No. 4.

**2. AGENDA APPROVAL:**

**MOTION:** Commissioner Kenneth Collins made a motion to approve the agenda. Commissioner Jeff Randall seconded the motion. Motion carried unanimously.

Commissioner Randall announced that since this meeting is being conducted in a different format, public comment may be taken in intervals or addressed under No. 4 of the agenda.

There was discussion between the Citizen Advisory Board members, PUD staff, Board of Commissioners and members of the public on the following:

- BOC's vision for/of the CAB members.

- Role and responsibility of CAB members.
- Relationship of CAB to BOC.
- Process for CAB to start new work requests.
- Process for CAB to process issues for CAB study, recommendation and time frame.
- Process for CAB to recommend projects/issues it feels should be studied for recommendations to the BOC.
- Important issues/projects for 2019.
- Role CAB plays in the strategic plan process.

**Priorities:**


- Opt Out Policy.
- Broadband.
- Governance.
- Low Income.

**ADJOURNMENT:**

Commissioner Jeff Randall declared the March 12, 2019, BOC/CAB Special Meeting of the Jefferson County Public Utility District No. 1 adjourned at 12:00 p.m.

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Minutes prepared by  
Cammy Brown, PUD Recorder

**Approved:**

  
Commissioner Kenneth Collins, Secretary

5/21/19  
Date

**Attest:**

  
Commissioner Jeff Randall, President

5/24/19  
Date

  
Commissioner Daniel Joeppe, Vice President

5-21-19  
Date

*Please note PUD Board of Commissioner Special Meetings are audio recorded and posted to the PUD website at [www.jeffpud.org](http://www.jeffpud.org), usually within 1-2 business days of each meeting. If you experience any difficulty accessing a particular recording, you may call 360.385.5800 for assistance. Jefferson PUD provides reasonable accommodations to persons with disabilities. We invite any person with special needs to contact our staff at 360.385.8351 at least 24 hours before the meeting to discuss any special accommodations.*