



PUBLIC UTILITY DISTRICT NO. 1  
OF JEFFERSON  
COUNTY  
October 8, 2018  
**Citizen Advisory Board  
Meeting**

*Final  
Minutes*

A meeting of the Public Utility District No. 1 of Jefferson County (PUD) Citizen Advisory Board (CAB) was held at the Jefferson County Transit Conference Room, 63 Four Corners Road, Port Townsend, Washington, on October 8, 2018. The meeting was convened by Chair Doug Huber at 2:02 p.m. Attending:

**CAB Members:**

Karen Bennett, Dist. 2  
Doug Huber, Dist. 3  
Larry Dennison, Dist. 1  
Peter Lauritzen, Dist. 1  
Russ Michel, Dist. 3  
Roger Risley, Dist. 2  
Tim Tibbals, District 2

**PUD Representatives:**

Commissioner Kenneth Collins  
Larry Dunbar, General Manager  
Don McDaniel, Consultant  
Joel Paisner, General Counsel

**CALL TO ORDER**

Chair Doug Huber called the meeting to order stating there was a quorum and read Agenda Instructions. Voluntary introductions were given by the members of the Citizen Advisory Board and public.

**REVIEW OF AGENDA:**

**MOTION:** Russ Michel made a motion to approve the agenda. Karen Bennett seconded that motion. Motion passed unanimously.

**APPROVAL OF MINUTES FROM LAST MEETING:**

Corrections: Footnote – “Citizen Advisory Bord” should be “Citizen Advisory Board”.

Page 2 – Under GM Report:

Take out “advancement” and put in “Technology is a risk to making an investment in fiber optic facilities”.

Page 2 – third bullet under Public Comments. Period is gone and comprises is changed to compromises.

**MOTION:** Larry Dennison made a motion to approve the minutes of the Jefferson County Citizen Advisory Board meeting of September 10, 2018, as amended. Russ Michel seconded the motion. Motion carried unanimously.

**PUBLIC COMMENT:**

Chair Doug Huber reads public comment instructions. Comments:

- Waiting for two months to get minutes is not timely. Would like draft minutes posted to the website earlier. They would be a guide when trying to listen to the audio.
- Appreciation expressed for changing venue of meeting.
- No notice of meeting posted at Operations Center.
- Appreciation expressed for expanded meeting minutes. Comment made that minutes should reflect what happened. July minutes should reflect what was actually done. Request to change minutes.
- Great facility. Is there Wi-Fi?
- Use of phrase “Point of Order”.
- Lack of notice of new venue for meeting posted at Transit Center (new site).

This is a different location from the regularly posted meeting site. There was discussion whether the meeting today should actually take place since the posting of the change in the meeting venue was not placed on the Operations Center. Since the posting did not take place should there be action items on the agenda? Agenda with correct location was on the web. General Counsel Joel Paisner stated that it was his opinion that the posting of the notice was in technical compliance with the Open Public Meetings Act.

**MOTION:** Roger Risley made a motion to delete action items on the Agenda. Larry Dennison seconded the motion.

After considerable discussion Roger Risley withdrew his motion to delete the action items on the Agenda. Larry Dennison withdrew his second on the motion. There were no objections. Motion was withdrawn.

**GOVERNANCE RESOLUTION SUB-COMMITTEE UPDATE AND RECOMMENDATION:**

Russ Michel reads a written statement. General Manager Larry Dunbar encouraged moving forward with the Governance resolution. There was further input from CAB members.

**Karen Bennett:** Karen Bennett gave a brief summary of what the General Manager's role is as liaison.

- The CAB needs clear lines of communication with the staff.
- The CAB wants to build professional trust
- The General Manager can communicate to the Board of Commissioners requests from the CAB on projects they are interested in pursuing.
- Having the voices of the CAB, the GM, the public, and the BOC are important.
- The liaison makes sure the requests from CAB interim and final presentations get on the BOC's agenda.
- More transparency.

**Larry Dennison:** Larry Dennison gave a brief summary of how the public can be involved in the subcommittees.

- A subcommittee may invite nonvoting members of the public to participate with certain expertise on whatever issues the CAB is dealing with.
- Some concern that definition of expertise can be fairly subjective and limiting.
- Allow nonvoting public committee members with an interest in the subject matter to provide input into our subcommittees.
- Approving any public member would require all of the subcommittee members to approve. What we have recommended is that the wording "relative to expertise" should be dropped as a limitation to public participation in subcommittee work.

**Public Comment:**