



**PUBLIC UTILITY DISTRICT NO. 1
of Jefferson County**

August 22, 2019

**Board of Commissioners
Special Meeting (Employee Manual)**

Final Minutes

The Special Meeting of the Public Utility District No. 1 of Jefferson County (PUD) was called to order by the President of the Board of Commissioners (Board or BOC) at 10:00 a.m. on August 22, 2019, at the Operations Center, 310 Four Corners Road, Port Townsend, Washington, 98368. Present:

Commissioner Jeff Randall, President
Commissioner Kenneth Collins, Secretary
Commissioner Dan Toepper, Vice President
Kevin Streett, General Manager
Annette Johnson, Executive Assistant/Records Officer
Bill Kolden, Interim Human Resources Manager
Jean Hall, Customer Service Manager
Mike Bailey, Financial Services Manager
Don McDaniel, PUD Consultant
Will O'Donnell, Communications Manager
Joel Paisner, General Counsel
Kathy Feldman, Attorney at Karr, Tuttle, Campbell

Recording Secretary Cammy Brown

CALL TO ORDER:

Commissioner Jeff Randall called the special meeting of the Jefferson County PUD Board of Commissioners for August 22, 2019, to order at 10:00 a.m. Introductions were given.

AGENDA APPROVAL:

MOTION: Commissioner Kenneth Collins made a motion to approve the agenda as presented. Commissioner Dan Toepper seconded the motion. Motion carried unanimously.

The purpose of the special meeting was to provide a presentation and discussion of the revised employee manual. No action was taken.

General Manager Kevin Streett gave an overview of the process.

Kathy Feldman, Attorney from Karr, Tuttle, Campbell gave a presentation on the changes and/or additions to the Jefferson County PUD's employee manual.

Audio of meeting at www.jeffpud.org provides more detailed discussion on the employee manual.

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Jefferson County PUD
Board of Commissioners
Special Meeting – Employee Manual
August 22, 2019 – 10:00 a.m.
Final Minutes

ADJOURNMENT:

Commissioner Jeff Randall declared the August 22, 2019, special meeting of the Jefferson County Public Utility District No. 1 adjourned at 11:33 a.m.

Minutes prepared by
Cammy Brown, PUD Recorder

Approved:



Commissioner Kenneth Collins, Secretary



Date

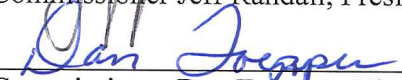
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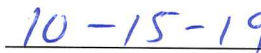
Commissioner Jeff Randall, President



Date



Commissioner Dan Toepper, Vice President Date



Date

Please note PUD Board of Commissioner special meetings are audio recorded and posted to the PUD website at 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.