



DRAFT

MINUTES

Special Meeting – July 21, 2023 at 11:30 a.m.

County Government Coordination Meeting

Jefferson County Courthouse – Commissioners' Chambers
1820 Jefferson Street, Port Townsend, WA (Hybrid)

CALL TO ORDER: Chair Greg Brotherton and Commissioner Kate Dean participated in the meeting. Chair Brotherton called the meeting to order at the appointed time. Commissioner Heidi Eisenhour joined the meeting at 12:20 p.m.

The following Jefferson County Elected Officials and staff were present: County Administrator Mark McCauley, Chief Civil Deputy Prosecuting Attorney Philip Hunsucker, Deputy Prosecuting Attorney Barbara Ehrlichman, Sheriff Joe Nole, Chief Civil Deputy Jennifer Moore, Public Health Director Apple Martine, Department of Community Development (DCD) Deputy Director Josh Peters, DCD Thomas Goodworth, DCD Chelsie Pronovost, Corrections Superintendent David Fortino, Auditor Brenda Huntingford, Treasurer Stacie Prada, Human Resources Director Sarah Melancon, Assessor Jeff Chapman, Chief Deputy Assessor Sherrie Shold, Assessor's Office Lauralee Kiesel, Juvenile Services Director Shannon Burns, Finance Manager Judy Shepherd, Central Services Director Chris Goy, and Communications Specialist Wendy Davis.

PUBLIC COMMENTS: There was no public in attendance.

COMMUNITY OUTREACH PLANNING: The committee looked at the benefit of the Community Outreach Meetings, and ways to get the public more engaged.

BUDGET GUIDANCE and BUDGET APPROPRIATIONS: Finance Manager Judy Shepherd provided guidance on the 2024 budget cycle and upcoming 3rd Quarter Budget Appropriations.

UFCW RATIFICATION AND COLLECTIVE BARGAINING UPDATE: Human Resources Director Sarah Melancon provided a report and timeline regarding UFCW ratification and collective bargaining. She answered questions posed by the committee.

ROUNDTABLE DISCUSSION: The following departments provided updates: Assessor's Office, Central Services, Treasurer's Office, Commissioner Dean, Commissioner Eisenhour, Department of Community Development, Public Health, and Auditor's Office. The Coordination Committee discussed the Olympic Discovery Trail management, staff training, performance reviews, Open Public Meetings Act (OPMA) training, and other miscellaneous topics.

Chair Brotherton excused himself from the remainder of the meeting at 12:27 p.m. and gave Chairing duties to Commissioner Eisenhour.

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Commissioners Meeting Minutes of July 21, 2023

NOTICE OF ADJOURNMENT: Acting Chair Eisenhower adjourned the meeting at 12:30 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Heidi Eisenhower, Member

Carolyn Gallaway, CMC
Clerk of the Board

Kate Dean, Member