

MINUTES
CITIZEN'S ADVISORY GROUP ("CAG")
TO
SAN JUAN ISLAND EMS ("SJIEMS")
SAN JUAN COUNTY PUBLIC HOSPITAL DISTRICT #1 ("SJCPHD #1")
SAN JUAN COUNTY FIRE PROTECTION DISTRICT #3 ("FD #3")
AND THE TOWN OF FRIDAY HARBOR ("TOWN")

Thursday May 31, 2018
7:00 pm, 849 Spring Street Unit B5

CAG representatives:

George Johnson, SJCPHD #1
Chuck Dalldorf, Town
Dan Paulsen, FD #3

Others Present:

Nathan Butler
SJCPHD #1 Board Recording Sec.

Absent:

Two at-large positions vacant

Brad Creesy
FD #3 Chief

By Phone or teleconference:

None

CALL TO ORDER: In the absence of a chair, SJCPHD #1 Board Recording Secretary Nathan Butler called the meeting to order at 7:00 pm.

NEW BUSINESS

Introduction to the CAG by Nathan Butler: Nathan Butler welcomed each of the CAG members and thanked them for being willing to serve. He explained his role as administrative support to the CAG, and gave each member a directory of elected commissioners and staff for the agencies involved with the CAG. He will be available to help the CAG deal with the various bureaucracies, access information, assist in organizing meetings, etc.

Use of Public Funds by Nathan Butler and Chief Brad Creesy: FD #3 and SJCPHD #1 have each committed \$5,000 to fund the CAG. The money may be used for accountants, attorneys, and other CAG related expenses. It may not be used for food or other incidentals unless on approved travel on behalf of the public. A reimbursement

form was then distributed. Reimbursements are to be submitted to the hospital district, which will pass along half of the expense to FD #3.

Sunshine Laws: Public Record Act (PRA) and Open Public Meetings Act (OPMA) by Nathan Butler:

Advisory committees that do not have the authority to act on behalf of a public body are not required to follow the OPMA. The CAG may invite the public if it wishes but is not required to do so. An MRSC article covering this issue in detail was distributed as well as several pages from MRSC's "Local Government Citizen Advisory Boards."

The advisory board is subject to the Public Records Act. All documents and emails, whether on personal or public accounts can be requested. Chapter 7 from MRSC's "Knowing the Territory: Basic Guidelines for Washington City, County and Special Purpose District Officials" was distributed as an additional resource to understanding the PRA.

Other Outstanding CAG Issues:

CAG Selection: FD #3 indicated that they preferred the last two CAG members be drawn from the pool of applicants. SJCPHD #1 prefers that they pick whomever they wish.

Deadline: FD #3 prefers a deadline of September, while SJCPHD #1 has not set a deadline.

Appointment of a Temporary Chair: The CAG decided to appoint a temporary chair to run the remainder of the meeting and conduct the appointment of remaining CAG members. Chuck Dalldorf agreed to serve as temporary chair.

At this point Chair pro tem Chuck Dalldorf took over the meeting.

Appointment of Remaining CAG Members: The three current CAG members decided to see if they could fill the remaining two seats from the applicants. If unable, they decided they would then consider looking elsewhere. Following discussion of each applicant, they decided on two choices with one alternate should one of them decline.

ACTION: Dan Paulsen moved, and George Johnson seconded, that Mark Tompkins and Rick Frazer be appointed to the Citizen's Advisory Group, with Brendan Cowan as an alternate should either of the first two decline. No further discussion. ALL AYES; MOTION PASSES.

Next Meeting: The CAG decided to meet next on June 11th at 660 Mullis Street.

Adjournment: George Johnson moved, and Dan Paulsen seconded, that they adjourn the meeting. **ALL AYES; MEETING ADJOURNED.**



Signed by Chair

June 27 2018

Date

The original document is retained at the San Juan County Public Hospital District #1 Office at 849 Spring Street, Unit B-5, Friday Harbor, WA 98250 in San Juan County Public Hospital District #1 permanent proceedings file.

Attest: Nathan Butler, Board Recording Secretary for SJCPHD #1