



**DRAFT**

**MINUTES**  
**Special Meeting**  
**Intergovernmental Coordinating Committee (ICC)**  
**Thursday, July 23, 2020 at 5:00 p.m.**  
Commissioners' Chambers  
1820 Jefferson Street, Port Townsend, WA

**CALL TO ORDER and INTRODUCTIONS:** Rotating Chair Councilmember Ariel Speser called the meeting to order at the appointed time. The following members and staff participated remotely:

**Jefferson County:** Commissioner Kate Dean and County Administrator Philip Morley

**City of Port Townsend:** Councilmember Ariel Speser and City Manager John Mauro

**Jefferson County Public Utility District (PUD) No. 1:** Commissioner Jeff Randall and PUD General Manager Kevin Streett

**Port of Port Townsend:** Commissioner/President Pete Hanke, and Executive Director Eron Berg

**APPROVAL of MINUTES:** Commissioner Dean moved to approve the Special Meeting Minutes of June 25, 2020. Commissioner Randall seconded the motion which carried by a unanimous vote.

**SUGGESTED MILESTONES and TIMELINE for COMMUNITY-BASED GROUPS:** The Committee discussed the following items:

- Review of suggested timeline
- Liaisons communicating these suggestions to community-based groups
- Additional steps or guidance needed
- Aligning milestones/timeline with desired deliverables at subsequent Intergovernmental Coordinating Committee (ICC) meetings: After discussion, County Administrator Philip Morley moved that the ICC will request that the six community groups focus on 2-3 priority areas to be reported at the next ICC meeting in August, 2020. After a brief discussion, Commissioner Dean seconded the motion which carried by a unanimous vote.

**DRAFT CHAPTER OUTLINE and DRAFT PLAN OUTLINE REVIEW:** The Committee discussed the following items:

- Liaisons communicating with community-based groups on this suggested structure to help the Intergovernmental Coordinating Committee (ICC) coordinate the pieces into a draft plan to present to the Intergovernmental Coordinating Group (ICG).
- Any additional clarity needed by groups and/or additions or changes to consider
- Review of draft plan outline: After discussion, the Committee directed staff to bring a draft assessment forward at the next meeting.

**COMMUNITY-BASED GROUP UPDATES: Report Back from ICC Liaisons:** The Committee heard status reports from the six groups regarding group formation, progress with problem statements and actions:

- Culture & Events
- Human Services
- Food Resiliency
- Children & Families
- Broadband
- Jobs & Economy

**REPORTING BACK TO RESPECTIVE GOVERNING BODIES:** The Committee reviewed the following:

- Check in/brief summaries back to each four governing bodies
- Broader messaging about the Intergovernmental Coordinating Group (ICG) work, sharing and dissemination of information

**NEXT STEPS:** Rotating Chair Speser and Committee members identified some of the next steps as: Identifying 2-3 action items from each group, website development, and setting a preliminary date regarding community assessment.

**NOTICE OF ADJOURNMENT:** Member Speser adjourned the meeting at 6:58 p.m. until the next regular meeting or special meeting as properly noticed.

(signature pages to follow)

**JEFFERSON COUNTY BOARD OF COMMISSIONERS**

***APPROVED AND SIGNED*** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

SEAL:

Kate Dean, Member

ATTEST:

Carolyn Gallaway, CMC  
Deputy Clerk of the Board

Philip Morley, County Administrator

**CITY OF PORT TOWNSEND, WASHINGTON**

***APPROVED AND SIGNED*** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

***Attest:***

\_\_\_\_\_  
Joanna Sanders, MMC  
City Clerk

\_\_\_\_\_  
John Mauro, City Manager

DRAFT

**PORT OF PORT TOWNSEND**

***APPROVED AND SIGNED*** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Peter W. Hanke, President

\_\_\_\_\_  
Eron Berg, Executive Director

**PUBLIC UTILITY DISTRICT NO. 1  
OF  
JEFFERSON COUNTY**

**DRAFT**

***APPROVED AND SIGNED*** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Jeff Randall, Secretary

\_\_\_\_\_  
Kevin Streett, General Manager