



Minutes - December 6, 2023

Call to Order: Supervisor Wilson called the hybrid meeting of the Ad Hoc Committee on County Board Supervisors' Rules of Procedures to order at 4:30 P.M. in Conference Room N1/N2.

Committee Members Present: Supervisors Wilson, Mawhinney, Bostwick, Towns, and Leavy.

Committee Members Absent: None.

Staff Members Present: Lisa Tollefson, County Clerk; Rich Greenlee, Corporation Counsel; Randy Terronez, Assistant to the Administrator; Terri Carlson, Risk Manager.

Others Present: Supervisors Beaver and Zoril; Sheila Williams.

Approve Agenda: Supervisor Wilson turned the meeting over to Rich Greenlee for an explanation of the chair appointment process, since there was no chair appointed. Rich explained that Roberts Rules of Order articulates that by failing to appoint a chair at the County Board meeting, the first person on the appointment sheet is the committee chair; this is Supervisor Wilson. He will be the chair of the committee unless Chair Bostwick brings another appointment for chair.

Chair Wilson moved to remove item 3. Supervisor Mawhinney and Supervisor Towns moved to approve the amended agenda. Supervisor Leavy voted no. Adopted by voice vote.

Election of Temporary Chair: This item was removed.

Review, Discussion and Possible Action:

Rules review process, goals, and timing: Chair Wilson stated that this committee's work should be completed before the reorganizational meeting in April. The committee agreed to start meeting twice per month on Thursdays opposite of the County Board meeting. Next meeting December 21 at 4:30 P.M. in N1/N2.

Rich Greenlee asked if the committee would like to work off of the current rules document or if they would like to start discussing what they want the ending document to be and create a new document. The committee discussed time frame issues with starting from scratch. The committee discussed whether to walk through the rules in numerical order or if others should be prioritized.

Supervisor Mawhinney moved to go through each rule as they appear in the current Rules of Procedure, second by Supervisor Bostwick. ADOPTED.

The committee discussed utilizing Corp Counsel Greenlee as more of an advisor. There was additional

discussion on how to cover all of the rules at the meetings. Rich Greenlee explained that rules 2 and 3 both focus on resolutions, so the committee might want to handle them together. He stated that the committee may spend some more time on rules 2, 3, and 4. The committee agreed to visit rules 1, 2, and 3 at the next meeting. At the next meeting, they will discuss which rules they will handle at the subsequent meeting.

The committee discussed visiting rule 5 in a more in-depth way and bringing in the committee chairs to discuss the role of their committee. They agreed that a memo would go out from the committee to governing committee chairs to review the role of their committee as defined in rule 5. Rich Greenlee will help to draft that memo.

Specific rules and priorities: Chair Wilson reminded the committee that rules will be visited in numerical order.

Supervisors Bostwick and Towns advocated that the committee think about rules that are not named in the Rule of Procedure that the Board defaults to Roberts Rules of Order that they want to be more specific.

The committee's goal is to review the final draft at the second meeting in March before it goes to County Board Staff Committee.

Next meeting date and time: Next meeting Thursday, December 21 at 4:30 P.M. in N1/N2 to discuss rules 1 and 2.

Next agenda will have citizen participation.

Adjournment: Supervisor Towns moved to adjourn at 5:17 P.M., second by Supervisor Mawhinney. ADOPTED.

Respectfully submitted,

Haley Thompson
Executive Assistant

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