

**PORT OF ORCAS  
SPECIAL MEETING MINUTES  
NOVEMBER 2, 2020**

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**Commissioners Present:** Mia Kartiganer, Pierrette Guimond, Michael Triplett, Robert Hamilton, Bea vonTobel

**Staff Present:** Jeannie Sharpe, Kimberly Kimple

**Guests Present:** Holly Stafford, Les Reardanz

**Members of the Public Present:** Minor Lile, Tina (?), et al not verified

**CALL TO ORDER/CONFIRMATION OF QUORUM**

Chair Kartiganer called the Zoom meeting to order at 5:00pm and verified presence of a quorum.

**NEW COMMISSIONER SEMINAR WITH CHMELIK SITKIN & DAVIS**

Chair Kartiganer introduced Holly Stafford and Les Reardanz of Chmelik Sitkin and Davis, and port attorneys, who were present to give all commissioners a personal new commissioner seminar.

Holly began the seminar using portions of the annual WPPA presentation to new commissioners, "Knowing the Waters---The Legal Perspective for New Port Commissioners". In the opening section, she traced the history and revisions of RCW53.25 and 53.08 dealing with the creation of port districts and updates.

The role of port commissions and commissioners, outlined in RCW53.12.245, were discussed in detail, as were staff support for commissioners outlined in RCW 53.12.270, which included delegation of powers to port staff, recognizing that commission time is limited and delegation by resolution is necessary and productive.

Port attorneys, described as the 'paid paranoid' adjuncts, and their duties were discussed.

Two major pieces of legislation, RCW42.30, the Open Public Meetings Act and RCW42.56, the Public Records Act, were discussed in great detail. Particularly important were executive sessions, public hearings, decorum, and record retention policies.

RCW42.23, the code of ethics for public employees, was also noted to be of importance.

Non-Legal Thoughts on Successful Commissions was noted through the actions of vision, strategy and policy being the goals of commissions, with the overarching thought of the concept 'where is the port headed' a beacon for direction.

The final thoughts, given by Les Reardanz, headlined the role of individual commissioners in governance, and included the concepts of governance as a slow and deliberate process; being a leader, not a spectator or critic; realizing the responsibilities; watching what you say; setting philosophy, policy and tone by creating a culture in which tone is the most important; creating a team approach; educating other commissioners; listening to understand and not to respond; not to freelance; knowing you cannot make everyone happy; if being a commissioner was easy, everyone would do it; no single decision is worth 'blowing up' the commission.

Last, it was emphasized that the accumulation of political capital is incredibly important, and that a positive impression carries a lot of weight within your community.

At the conclusion of the presentation, individual commissioners were given the opportunity to ask the attorneys questions.

Chair Kartiganer and all the commissioners thanked the attorneys for their presentation.

**NEXT MEETING AND ADJOURNMENT**

The next regular meeting is scheduled in zoom format unless changed and will occur at 5:00pm on November 23, 2020.

The meeting was adjourned at 6:52pm.

Respectfully submitted,

Bea vonTobel, Secretary