

**THE BOARD OF COMMISSIONERS  
OF  
PUBLIC UTILITY DISTRICT NO. 1 OF FRANKLIN COUNTY, WASHINGTON**

MINUTES OF THE JUNE 28, 2022  
SPECIAL COMMISSION MEETING

The Board of Commissioners of Public Utility District No. 1 of Franklin County held a special meeting at 1411 West Clark St., Pasco, WA, on June 28, 2022, at 10:00 a.m. Remote technology options were provided for the public to participate.

Those who participated from the District via remote technology or in person for all or part of the meeting were Commissioner Roger Wright, President; Commissioner Bill Gordon, Vice President; Commissioner Stu Nelson, Secretary; Scott Rhees, General Manager; Holly Dohrman, Assistant General Manager; Steve Ferraro, Operations Director; Victor Fuentes, Engineering Director; Brian Iller, outside General Counsel and Rosario Viera, Supervisor of Executive Administration.

Additional staff that participated in person or via remote technology was Shelly Olson, Records Coordinator.

There was no public participating in person or via remote technology for any part of the meeting.

**OPENING**

Commissioner Wright called the meeting to order at 10:00 a.m. and called on Mr. Fuentes to lead the Pledge of Allegiance.

Commissioner Wright reported that the purpose of the special meeting was to have a presentation and refresher training on public records, records management, and open public meetings as per RCW 42.30.205. He noted that no additional matters would be discussed, and no action would be taken.

**PUBLIC COMMENT**

There was no public participating in person, via the remote technology option or written public comment provided prior to the meeting.

**AGENDA ITEM 4, PUBLIC RECORDS AND OPEN PUBLIC MEETINGS PRESENTATION**

Commissioner Wright called on Ms. Viera.

Ms. Viera reported that the Open Government Trainings Act (Engrossed Senate Bill 5964) requires public officials such as the Commissioners to receive training on public records, records management, and open public meetings. She noted that the Commission members had last received a refresher training in 2018 and today's presentation would meet the requirements.

Ms. Viera reported that these laws were both intended to keep the public informed about the decisions their local government officials are making.

Through the presentation, Ms. Viera reviewed information on:

- the Public Records Act (PRA) that included an overview of the PRA requirements, definitions of a record, the process for requesting public records, the District's procedures for replying to records request,
- records management and retention basics, and
- the Washington Open Public Meetings Act (OPMA) that included an overview of the OPMA requirement, definitions of governing body, action and final action, meeting types and notices, executive sessions and public comment at the meetings; and
- recent changes in the OPMA.

There were questions throughout the presentation and Ms. Viera and Mr. Iller provided information.

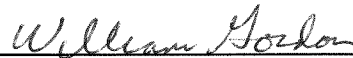
The Commission thanked Ms. Viera for the presentation.

#### **MEETING ADJOURNMENT**

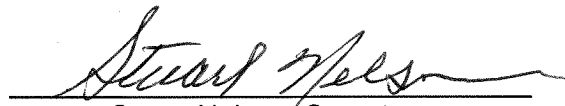
With no further business to come before the Commission, Commissioner Wright adjourned the special meeting at 10:58 a.m. The next meeting will be a regular meeting on June 28, 2022, at 1 p.m. at the District's Auditorium located at 1411 W. Clark St. Pasco, WA. Remote technology options are also provided for members of the public to participate.



Roger Wright, President



William Gordon, Vice President



Stuart Nelson, Secretary