



## CLALLAM COUNTY DISTRICTING COMMISSION MEETING MINUTES of February 22, 2021

### MEETING OF THE DISTRICTING COMMISSION (DC)

Vice Chair Livingston called the meeting to order at 1 p.m., February 22, 2021. Also present were Commissioners Teichert, Hetrick-Oosterveld, McEntire and Collins (joined at 1:05). All Commissioners appeared by either video, audio or in person.

### CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

### REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

**ACTION TAKEN:** McEntire moved to adopt the agenda as presented, Hetrick-Oosterveld second, motion carried (Collins was not present for the vote)

### APPROVAL OF MINUTES

- Minutes February 9, 2021

**ACTION TAKEN:** Livingston moved to approve, Hetrick-Oosterveld second, motion carried (Collins was not present for the vote)

Collins appeared at 1:05 p.m. due to technical difficulties.

### REPORTS AND PRESENTATIONS

- Chair report

Livingston reported there are a number of business items to discuss today regarding the Districting Master.

### BUSINESS ITEMS

- Development of selection criteria of the application and review agreement for the Districting Master (DM)
  - Selection criteria

Livingston briefed the DC on an email received from Administrator Sill regarding a sample matrix and criteria. DC Commissioners discussed criteria ranking choices. The DC Commissioners decided to use a number system for criteria ranking when reviewing proposals. DC Commissioners discussed qualifications, costs, selection criteria, Clallam County Code Chapter 3.12.070 when determining the Districting Master.

**ACTION TAKEN:** ~~Teichert moved to use the selection criteria used in Clallam County Code Chapter 3.12.070 for the selection of the Districting Master with the removal of letters c and g criteria, McEntire second, motion carried (4 vote in favor and 1 opposed)~~

**ACTION TAKEN:** Teichert moved to use scoring 1-3 on the criteria for the Districting Master, Collins second, motion carried

- Review personal services agreement and Clallam County Code Section 3.12
- Review/approval/acceptance of the work products of the Districting Master – partial payment under contract

Livingston briefed the DC Commissioners on agreement used for the 2011 DM. Debi Cook; Budget Director noted that \$10,000 has been budgeted for the 2021 Districting Commission year. DC discussed the budget, bidding process, payment and Census data for the DM. Livingston noted no further action is needed at this time.

- Next meeting date – March 10, 2021 – Special Meeting

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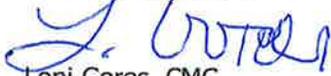
Wednesday, March 10, 2021 at 1 p.m. was confirmed as the next special meeting date.

**ADJOURNMENT**

Meeting concluded at 2:03 p.m.

**ACTION TAKEN: McEntire moved to adjourn, Collins second, motion carried**

Respectfully submitted,



Loni Gores, CMC

Clerk to the Districting Commission

Approved: March 10, 2021