



MINUTES:

All minutes are draft until approved at the next meeting

Special Commission Meeting Agenda

Washington State Parks and Recreation Commission

November 9, 2020

WSPRC HQ, 1111 Israel Rd. SW, Tumwater, WA 98501

Commissioners: Chair Steve Milner, Vice-Chair Michael Latimer, Secretary Mark O. Brown, Cindy Whaley, Sophia Danenberg, Diana Perez and Ken Bounds.

Director: Donald Hoch

In accordance with RCW 79A.05.025 and RCW 43.30.080, the Chair of this Commission has called a Special Meeting via a conference call to be held at the Washington State Parks and Recreation Commission.

This meeting begins promptly at 5:00 pm and runs until about 6:00 p.m. on November 9.

You may participate remotely using one of the following phone numbers:

To participate by phone:

1-415-655-0001

1-206-207-1700

Access Code: 133 265 2185

Order of Presentation: The agenda item will include a presentation, followed by Commission discussion, and then a decision. There will be no oral public comment during the meeting.

Public Comment:

Written public comment will be accepted for all agenda items until 9:00 am Monday November 9, 2020 by email or mail, but please note the Commission will not be taking any oral public comments during the meeting.

Any comments received after the cutoff will be given to the commission before its next meeting.

Email: Commission@parks.wa.gov

Mail: WSPRC, Attn: Becki Ellison, PO Box 42650, Olympia, WA 98504.

5:00 p.m. CALL TO ORDER – Steve Milner, Commission Chair

- Call of the roll
 - Chair Steve Milner, Vice Chair Michael Latimer, Secretary Mark O. Brown, Commissioners Sophia Danenberg, Ken Bounds, Diana Perez and Cindy Whaley
- Introduction of Staff
 - Don Hoch, Director; Shelly Hagen Assistant Director; Anna Gill, Communications Director; Owen Rowe, Policy & Governmental Affairs Director; Becky Daniels, Human Resources Director; and Becki Ellison, Executive Assistant.

- o Andy Woo, Assistant Attorney General

5:04 p.m. REQUESTED ACTION

Item E-1: Approval of Agency Director’s Position Description and Hiring Process

This item asks the Washington State Parks and Recreation Commission to approve an updated agency Director’s Position Description, and the hiring process used to hire a new agency Director.

REQUESTED ACTION OF COMMISSION:

That the Washington State Parks and Recreation Commission:

- 1) Approve the revised Parks Director position description, including required and desired qualifications.
- 2) Approve the creation of a temporary director recruitment committee consisting of Commissioners Ken Bounds, Mike Latimer, and Cindy Whaley, to work with the Human Resources Director and advise the Commission throughout the Parks Director hiring process. The committee may not undertake any decision or final action on behalf of the Commission, and its role will expire upon installation of the new director.
- 3) Approve the Parks Director hiring process and estimated timelines, to be used to fill the impending Parks Director vacancy.

ACTION:

Motion by Ken Bounds to approve the staff recommendation as proposed in the Requested Action above. Second by Michael Latimer. **Approved unanimously as requested.**

5:32 p.m. ADJOURN

Disclaimer: It is intended that this summary be used with the meeting materials provided in advance of the meeting. A recording is retained by WSPRC as the formal record of meeting. The recording is available through a Public Disclosure Request to the WSPRC records officer at public.disclosure@parks.wa.gov.

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