



# Whatcom County

COUNTY COURTHOUSE  
311 Grand Avenue, Ste #105  
Bellingham, WA 98225-4038  
(360) 778-5010

## Agenda Bill Master Report

File Number: AB2022-188

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<b>File ID:</b>	AB2022-188	<b>Version:</b>	1	<b>Status:</b>	Substitute Approved
<b>File Created:</b>	03/14/2022	<b>Entered by:</b>	JNixon@co.whatcom.wa.us		
<b>Department:</b>	Council Office	<b>File Type:</b>	Resolution		
<b>Assigned to:</b>	Council			<b>Final Action:</b>	03/22/2022
<b>Agenda Date:</b>	03/22/2022			<b>Enactment #:</b>	RES 2022-015

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Primary Contact Email: Jill Nixon JNixon@co.whatcom.wa.us

### TITLE FOR AGENDA ITEM:

Resolution affirming the County Council and County Executive Expectations for Boards and Commissions

### SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:

This resolution affirms the County's expectations of its boards, commissions, and advisory committee members, makes minor clarifying corrections, and allows the document to be re-signed each time there is a new Council Chair or County Executive.

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### HISTORY OF LEGISLATIVE FILE

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Date:	Acting Body:	Action:	Sent To:
03/22/2022	Council	SUBSTITUTE APPROVED	
		Aye: 7	Buchanan, Byrd, Donovan, Elenbaas, Frazey, Galloway, and Kershner
		Nay: 0	
		Absent: 0	

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**Attachments:** Proposed resolution, Substitute Proposed Resolution

PROPOSED BY: Council

INTRODUCED: 3/22/22

RESOLUTION NO. 2022-015

AFFIRMING THE COUNTY COUNCIL AND COUNTY EXECUTIVE EXPECTATIONS FOR BOARDS  
AND COMMISSIONS

WHEREAS, the County Council approved the "County Council and County Executive Expectations for Boards and Commissions" on February 13, 2013, and;

WHEREAS, the document has not been reviewed, updated, or signed by subsequent Council Chairs and Executives, and;

WHEREAS, the document is sent to all individuals appointed to boards, commissions, advisory committees, and task forces.

NOW, THEREFORE, BE IT RESOLVED that the Whatcom County Council affirms the "County Council and County Executive Expectations for Boards and Commissions" as shown in Exhibit A, and;

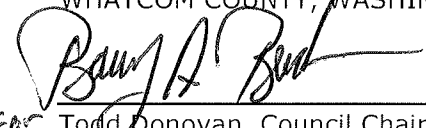
NOW, THEREFORE, BE IT FINALLY RESOLVED that the "County Council and County Executive Expectations for Boards and Commissions" will be re-signed each time a new Council Chair and/or County Executive is seated.

APPROVED this 22nd day of March, 2022.

ATTEST

  
Dana Brown-Davis, Clerk of the Council

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WASHINGTON

  
For Todd Donovan, Council Chair

APPROVED AS TO FORM:

/s/ Karen Frakes (approved via e-mail) / JL

Karen Frakes, Civil Deputy Prosecutor

# EXHIBIT A



## County Council & County Executive Expectations for Boards & Commissions

Thank you for serving as an appointee and member of one of Whatcom County's Boards & Commissions. You play a vital role by bringing citizens' perspectives to assist us as policy makers by studying critical issues and forming well-developed, thoughtful recommendations to aid us in ~~municipal~~ decision-making. We value the perspectives and services contributed by the many volunteers who contribute to our leadership.

In County government, we operate in a complex legal context and follow a series of principles to promote public trust as expectations for your services:

- All board and commission meetings are to be conducted in public session and notice of meetings shall be given in accordance with State law, ~~unless otherwise~~ and as advised by County legal counsel.
- A ~~majority~~ quorum of members will not deliberate about board or commission work and issues via e-mail or in unnoticed "side meetings" or "gatherings" as these actions may be in violation of open meeting laws.
- Individual board and commission members and the collective group will be fair, impartial, professional, and respectful of the public, staff, and each other.
- Members may not use their position to secure special privileges or exemptions for themselves or others.
- Members may not give or receive any compensation, gifts, or gratuities from entities or individuals who are or have been engaged in items of business under consideration before the board or commission to which they are appointed.
- Members may not formally represent a board or commission unless given express direction to do so by a majority vote of the board or commission.
- Members may not, at any time, formally act as a representative of Whatcom County government unless expressly commissioned to do so in writing by the County Executive or by formal action of the County Council.
- Appointed members are expected to regularly attend meetings, and are not allowed to designate proxies to serve in their place unless allowed by the enabling statute

Dated this ~~13th~~ day of February, ~~2013~~ (current date).

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(current), County Executive

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(current) Chair, County Council