

**WASHINGTON STATE BOUNDARY REVIEW BOARD
FOR KING COUNTY**

REGULAR MEETING

June 13, 2024

I. CALL TO ORDER

Chair Bob Cook convened the meeting at 7:04 P.M.

II. ROLL CALL

The following members were present:

Robert Cook	Hank Margeson
Mary Lynne Evans	Paul MacCready
Chandler Felt	Teresa Platin
Marlin Gabbert	Cheryl Scheuerman
Jay Hamlin	Stephen Toy
Ken Hearing	

Other attendees: Robert C. Kaufman, Board Counsel, Shelby Miklethun, Angelica Velasquez

III. PUBLIC COMMENT

There were no public comments.

IV. MINUTES

REGULAR MEETING – MAY 9, 2024

Chair Cook presented the minutes of the Regular Meeting of May 9, 2024, for review and action by the members.

Action: Hank Margeson moved and Cheryl Scheuerman seconded the motion to adopt the draft minutes for the Regular Meeting of May 9, 2024.

Board members voted nine in favor of approving this record of the Regular Meeting. Teresa Platin abstained as she did not attend the May 9, 2024, Regular Meeting.

V. ADMINISTRATION

A. CHAIR'S REPORT

Chair Cook reported that he continues work with Ms. Miklethun regarding preparing for the Board's meetings.

B. EXECUTIVE SECRETARY'S REPORT

Ms. Miklethun reported shared that she continues to work with the King County Office of Performance, Strategy & Budget regarding the Board's proposed 2025 annual budget. She then provided an update on the status of King County's [Comprehensive Plan Update](#) process. Next, she stated that she has moved Board's items out of its storage room as the King County Department of Adult and Juvenile Detention will be converting that space into additional offices. She then added that as the Board has not been charged for using the storage space, the move will not have any budgetary impact.

VI. DISCUSSION AND VOTE REGARDING STANDARD OPERATING PROCEDURES DRAFT

The members and Ms. Miklethun discussed the newest version of the RCW 36.93.110 Waiver Standard Operating Procedures draft which included an edit requested by the members at the May 9, 2024 Regular Meeting.

Action: Ken Hearing moved and Hank Margeson seconded the motion to approve the RCW 36.93.110 Waiver Standard Operating Procedures.

Board members voted ten in favor to approve the RCW 36.93.110 Waiver Standard Operating Procedures.

**VII. 2024 PLANNING – MEETINGS & COMMITTEE WORK
BOARD MEMBERSHIP**

The members and Ms. Miklethun reviewed the membership roster and discussed that the following seven members have terms that end in early 2025: Cheryl Scheuerman, Teresa Platin, Mary Lynne Evans, Marlin Gabbert, Paul MacCready, Hank Margeson and Bob Cook. Ms. Miklethun shared that the process to appoint board members is determined by whether the member is appointed by the King County Executive, the cities of King County or the special purpose districts. She added that those processes require different steps, including potential work by the Nominating Committee, and have different timelines. She then requested that Board Members with terms expiring in 2025 let her know by the next Regular Meeting on August 8, 2024, whether they wish to seek another term. Chair Cook and the members then discussed that only the Legislature can change the Board's membership terms via the legislative process. Finally, Ms. Miklethun confirmed that there are no term limits for BRB members as the BRB is not a King County board.

MEETING PLANNING

The members and Ms. Miklethun discussed potential meeting content/items by month that need to be addressed by the Board through January 2025 as well as associated committee meetings and work. They discussed that the Budget Committee, the Personnel Committee, the Steering Committee and the Nominating Committee all have items will need to be addressed during that time period. Specific items included the Steering Committee's report out to the Board for the year as well as the Board's annual Year in Review. Additionally, Ms. Miklethun and the members discussed upcoming associated Board activities, such as the [WSABRB Annual Conference](#) on October 24, 2024. Board members also discussed the need for the Legislative Committee to meet after the General Election in November.

VIII. BRB TOOLS & RESOURCES

Ms. Miklethun demonstrated the Board's new [website](#) for members. She specifically highlighted the Board's new [Meeting](#) page and [Frequently Requested Documents](#) page. She shared that many of the documents from the Board's prior notebook-version "Board Member Manual" are now located on this site. Members provided feedback including openness to receiving materials via web link vs. email attachment. Jay Hamlin then demonstrated tools and resources available for BRB members via the [WSABRB website](#).

IX. NEW BUSINESS:

There was no new business before the Board.

X. ADJOURNMENT

Chair Cook adjourned the Regular Meeting at approximately 8:18 P.M.