



**Highline Water District
Workshop Meeting Minutes
December 28, 2010**

ATTENDEES		
COMMISSIONERS Gerald R. Guite Daniel Johnson Vince Koester George Landon Kathleen Quong-Vermeire	HWD STAFF Matt Everett, General Manager Jeremy DelMar, Eng/Ops Manager Debra Prior, Administrative Manager Mary Fossos, Project Coordinator, CIPs	HWD ATTORNEY(S) John Milne VISITORS
Strikeouts indicate absence		

1. CALL TO ORDER

Secretary Guite called the meeting to order at 9:00 a.m.

2. APPROVE AGENDA

Commissioner Johnson's motion to approve the Agenda as presented seconded by Commissioner Landon and carried unanimously.

3. EXECUTIVE SESSION – GENERAL MANAGER PERFORMANCE REVIEW

RCW 42.30.110(g) - To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

Secretary Guite convened an Executive Session at 9:01 a.m. In attendance were Commissioners' Guite, Johnson, Koester, Landon, and Matt Everett, General Manager. Secretary Guite advised that the executive session would be concluded in approximately twenty minutes. At 9:17 a.m., it was publicly announced that the executive session would be extended for an additional ten minutes. At 9:27 a.m., it was publicly announced that the executive session would be extended for an additional ten minutes. At 9:37 a.m., the executive session was concluded and the open public meeting was reconvened.

The Board of Commissioners conducted a verbal performance review with the General Manager and provided a hard copy to Human Resources.

4. OTHER

No other items were discussed.



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There being no further business of the District, Secretary Guite concluded the meeting at 9:44 a.m.

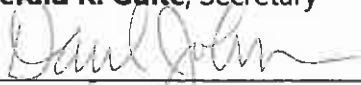
BOARD OF COMMISSIONERS



Kathleen Quong-Vermeire, President



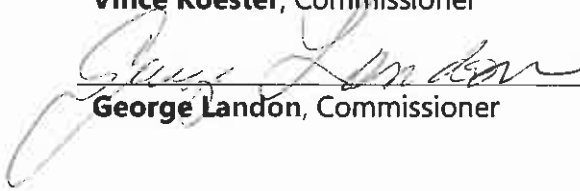
Gerald R. Guite, Secretary



Daniel Johnson, Commissioner



Vince Koester, Commissioner



George Landon, Commissioner