



**King County**

## **Public Defense Advisory Board Meeting**

**Tuesday, August 12, 2014  
10 am – 1:15 pm**

**King County Courthouse  
516 3rd Ave, Seattle, WA  
12th Floor Room Southwest**

### **NOTES**

**Board Members Present:** Saudia Abdulla, Matt Adams, Kim Ambrose, Hon. Sharon Armstrong, Marc Boman, Leo Flor, Tom Hillier, Paul Holland, Sophia Byrd McSherry, Jeffery Robinson, and John Strait

**Board Staff Present:** Gwen Clemens and Nick Wagner

**Invited Guest(s):** Fred Jarrett, Deputy County Executive; Kathy Lambert, Council Member (via phone); Gail Stone, King County Executive Office Law & Justice Policy Advisor; Nancy Buonanno Grennan, King County Human Resource Division Director; Dennis Karras and Marissa Karras

**Visitors Present:** David Chapman, Interim Public Defender; Lisa Daugaard, Deputy Interim Public Defender; Karen Murray, Paige Gerberding; Leslie Brown

#### **1. Welcome**

Each person present introduced themselves and stated their affiliation.

Deputy King County Executive Fred Jarrett and King County Councilmember Kathy Lambert welcomed and thanked the Public Defense Advisory Board (PDAB) members. Mr. Jarrett noted the county's record for a strong public defense system and the ability for the new structure to extend and improve the opportunities for public defense clients.

Ms. Lambert acknowledged the depth and breadth of knowledge of individual PDAB members and the PDAB as whole. She is looking forward to working with the PDAB, the Public Defender, and the Executive to make sure we are working towards the best interests of our clients.

#### **2. Administrative Business**

- a. Gwen Clemens covered basic housekeeping items (sign in sheet, facilities, etc.) and reviewed the contents of the binders provided to each board member (see list below)
- b. Rick Ybarra discussed the use of the King County email accounts and reviewed the King County Boards and Commissions training requirements:

- i. Review the King County Board of Ethics Summary;
- ii. Take the Open Public Meetings Act Training; and
- iii. Take the Public Records Act Training

Materials can be found on the King County Boards and Commissions website – [for board members only link](#)

### 3. King County Public Defense Background

- a. Nick Wagner reviewed the history of the King County Department of Public Defense
- b. Nick Wagner reviewed the PDAB creation, scope, structure, and roles of the PDAB Chair and Staff

### 4. Break

### 5. Election of Chair

- a. Chair / Vice Chair Elections

The floor was opened for nominations for PDAB Chair. Judge Armstrong noted the ability of any member of the PDAB to serve as Chair and recommended that the Chair be held by someone on the 3 –year term. Judge Armstrong proceeded to nominate Marc Boman. Kim Ambrose seconded the nomination. There were no other nominations and a voice vote was held. The nomination carried with a unanimous vote.

PDAB members agreed to elect a Vice Chair. Jeffery Robinson nominated John Straight. Judge Armstrong seconded the nomination. There were no other nominations and a voice vote was held. The nomination carried with a unanimous vote.

- b. Bylaws

The bylaws drafted by staff were reviewed by the members with the intent to finalize once all members had an opportunity to review and recommend edits. Discussions were held about the following topics:

- ARTICLE 1 – PURPOSE: Recommended edits to include “highest quality of performance and independence”
- ARTICLE 3 – VOTING: Staff was requested to research whether there were any provisions in County Code against proxy votes. (Action)
- Possible insertion to clarify KCC 2.60.031 (B) “...The board through its chair shall consult with the county prosecutor, courts, and department of public defense in the performance of all of its duties except for the recommendation of candidates.” Discussions included
  - recommendation for a board member to consult with courts & PAO;
  - recommendation that Chair provide the Prosecuting Attorney and the Presiding Judge with minutes from PDAB meetings

Members will provide chair and staff with requests for modifications via email and the proposed changes will be discussed at the next scheduled PDAB meeting.

## 6. Public Defender Recruitment

King County Human Resources Division Director Nancy Buonanno Grennan, Karras Consulting CEO Dennis Karras and Vice President Marissa Karras reviewed the recruitment schedule, announcement, and strategy with PDAB members. Edits were recommended to highlight requirements for the Public Defender:

- Commitment to protecting the constitutional rights of clients;
- Ability for innovation;
- Ability to advocate for funding and other resources.

## 7. Next Steps

- a. Members reviewed the requirements prior to January 1, 2015:
  - i. Budget review and recommendations – due ~10/16/14
  - ii. Public Defender application review and recommendations – due 11/12/14
  - iii. Annual report – due 12/31/14
  
- b. Members agreed to the following meetings for the remainder of the year:
  - i. August 28<sup>th</sup> – September: Biweekly meetings, Thursdays 9:30 – noon beginning August 28<sup>th</sup>
    1. August 28
    2. September 11
    3. September 25
  
  - ii. October – December: Biweekly meetings the first, third, and fifth Thursdays of each month, from 9:30 am to noon.
    1. October 2
    2. October 16
    3. October 30
    4. November 6
    5. November 20
    6. December 4
    7. December 18

### Binder index

- Background
  - DPD Chronology
  - PDAB history
  - King County Charter – applicable portion
  - King County Code 2.6
  - Staff Report – Proposed Motion 2014-0251 to 0261-PDAB Confirmations
  - Staff Report Briefing
  
- Administration
  - Board member & staff roster

- August 2014 – December 2014 Calendar
- Email instructions – 2 pdf's
- Documents from boards & commissions website:
  - Ethics Code
  - Public Records Act
  - Open Public Meeting Act
  - Board member job description
  - Being an effective board member
  - Code of cooperation
  - Parliamentary procedure for meetings
- 12-14 meeting
  - Agenda
  - Bylaws
  - Milestones