

**PORT OF NEWPORT MINUTES**

August 7, 2017

Special Commission Meeting & Executive Session

**I. CALL TO ORDER**

Commission President Patricia Patrick-Joling called the Special Meeting of the Port of Newport Board of Commissioners to order at 9:11 am, at the International Terminal meeting room 1510 SE Bay Blvd, Newport, OR 97365.

**Commissioners Present:** Sara Skamser (Pos. #2); Jeff Lackey (Pos. #4), Vice President; and Patricia Patrick-Joling (Pos. #5), President.

**Commissioners Absent:** Walter Chuck (Pos. #1); Stewart Lamerdin (Pos. #3), Secretary/Treasurer.

**Management and Staff:** Karen Hewitt, Administrative Assistant.

**Members of the Public and Media:** None.

**A motion was made by Skamser and seconded by Lackey to enter into EXECUTIVE SESSION PURSUANT TO ORS 192.660(2)(a) – TO CONSIDER THE EMPLOYMENT OF AN OFFICER, EMPLOYEE, STAFF MEMBER OR AGENT. The motion passed 3 -0.**

**II. EXECUTIVE SESSION**

Commission President Patricia Patrick-Joling called the Executive Session of the Port of Newport Board of Commissioners to order at 9:12 am, at the International Terminal meeting room 1510 SE Bay Blvd, Newport, OR 97365.

**Commissioners Present:** Sara Skamser (Pos. #2); Jeff Lackey (Pos. #4), Vice President; and Patricia Patrick-Joling (Pos. #5), President.

**Commissioners Absent:** Walter Chuck (Pos. #1); Stewart Lamerdin (Pos. #3), Secretary/Treasurer.

**Management and Staff:** Karen Hewitt, Administrative Assistant.

**Members of the Public and Media:** None.

No decisions were made in Executive Session.

**A motion was made by Lackey and seconded by Skamser to end the Executive Session. The motion passed 3 – 0.**

Executive Session was adjourned at 9:35 am.

**III. SPECIAL MEETING**

Commission President Patricia Patrick-Joling reconvened the Special Meeting of the Port of Newport Board of Commissioners to order at 9:36 am, at the International Terminal meeting room 1510 SE Bay Blvd, Newport, OR 97365.

#### IV. GENERAL MANAGER PRO TEM

A consensus was reached with the present Commissioners to offer an interview to John Todd and Greg Speer for the position of General Manager Pro Tem. Patrick-Joling instructed Hewitt to complete background checks prior to the meeting on Wednesday at noon, and to confer with attorney Pete Gintner to prepare a contract for a General Manager Pro Tem. Hewitt will also schedule interview appointment times for Wednesday. Patrick-Joling will discuss with Gintner whether it would be appropriate to have Aaron Bretz present for the interviews.

Patrick-Joling reminded the Commission that it is appropriate for two Commissioners to talk about the Port, but they cannot conspire or make decisions. When there are three or more Commissioners, they cannot discuss Port business unless it is at a public meeting. There will be times when the Commissioners are together in social situations, which is okay so long as Port business is not discussed.

#### V. FUTURE CONSIDERATIONS

Lackey asked if there will be a Work Session before the Regular Meeting on August 22<sup>nd</sup>. Patrick-Joling said they will schedule one for noon on the 22<sup>nd</sup> and can discuss other meetings to schedule. Skamser commented that the Commission By-Laws include that the Commissioners are encouraged to talk with the public. Patrick-Joling said that if Skamser talks to the press, it should not be as a Commissioner. Skamser asked about the distribution of the Meeting Packets. Hewitt said the packets are posted online, and a link or a copy is mailed to a list of those who requested it. They are available to the public. Skamser also asked if there was a President's report. Patrick-Joling said that would be included under the Commissioners' Reports agenda item. Patrick-Joling also reminded Commissioners to give Hewitt copies of notes taken at meetings. She advised that if a Commissioner wanted to add an item to the agenda, they should call her. Patrick-Joling will be gone August 9<sup>th</sup> through 18<sup>th</sup>. Lackey said the Commission needs to decide what to work on. Patrick-Joling mentioned the information received about Jeff Merkley's town hall meeting, which would conflict with Wednesday's Commission meeting at noon.

#### VI. PUBLIC COMMENT

There was no public comment.

#### VII. ADJOURNMENT

Having no further business, the meeting adjourned at 9:50 am.

ATTESTED:

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Patricia Patrick-Joling, President

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Stewart Lamerdin, Secretary/Treasurer

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