



**NOTICE of
A SPECIAL MEETING OF THE
PIERCE COUNTY CHARTER REVIEW COMMISSION**

NOTICE IS HEREBY GIVEN that a Special Meeting of the Pierce County Charter Review Commission will be held on:

Thursday, January 21, 2016 – 7:00 p.m.

Pierce County Annex – Conference Room D
2401 S. 35th Street
Tacoma, WA 98409

The agenda for this Special Meeting will be as follows:

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Approval of Minutes – January 14, 2016
5. Public Comment (3 minute time limit per speaker)

6. Administrative Items
 - Updated Email Addresses
 - Preferred Contact Number
 - Meeting Schedule/Location
 - Parliamentary Training

7. Procedural Items
 - Public Records Training – Jeff Cox, Deputy Legal Counsel, Pierce County Council
 - Public Comments
 - Vote/Approval Requirements
 - Absences – Who to Notify
 - Remote/Phone Participation Policy

8. Next Meeting Topic(s)
9. Next Meeting Time
10. Adjournment

Any questions regarding this Special Meeting may be directed to Susan Long, Administrator for Legal and Research for the Pierce County Council, (253) 798-6068.

A handwritten signature in blue ink, appearing to read "Linda Medley".

Linda Medley
Meeting Clerk

Date: January 20, 2016