

**MINUTES  
SPECIAL MEETING OF THE  
PIERCE COUNTY DISTRICTING COMMITTEE  
October 7, 2021**

***(Note: These minutes are action item only minutes and are not verbatim. Audio recordings are available at the [Pierce County Districting Committee website.](#))***

**1. Call to Order**

The October 7, 2021, Special meeting of the Pierce County Districting Committee was called to order at 5:30 p.m. by Chair Cuthbertson via teleconference.

**2. Roll Call**

The Clerk called the roll.

*[Note: During the roll call, Chair Cuthbertson experienced technical difficulties. The Committee took a 5-minute pause while the technical issues were resolved. The meeting resumed and the Chair asked the Clerk to recall the roll.]*

Committee Members Present: The Honorable Frank Cuthbertson, Chair; and Sharon Hanek, Justin Leighton, Doug Richardson, and Joy Stanford, Members.

Staff Present: Pierce County Council Office – Susan Long, Linda Medley, and Natalie Ferri; Prosecuting Attorney's Office – Michelle Luna.

**3. Approval of Agenda**

Leighton moved to add an additional "Public Comment" agenda item; motion seconded and passed on a voice vote. The agenda was approved as amended.

**4. Public Comment**

There was none.

**5. Discussion of Criteria and Process for Selection of Districting Master**

Hanek expressed her concern with the content of the RFP. Discussed followed. Richardson called a Point of Order cautioning Members from speaking to individual applicant's proposals at this time. Chair Cuthbertson ruled the Point of Order was well taken. Discussion on the RFP continued, and Members shared their thoughts on the criteria of importance in a districting master. Following discussion, Chair Cuthbertson outlined the following criteria for the Committee's consideration in the selection of the Districting Master, and asked that the criteria be compiled in a list available in print at the next meeting: (1) software experience including knowledge of GIS; (2) ability to engage with the public and with the Committee to work through the process; (3) timeliness; (4) non-partisan (non-biased); (5) understanding the communities of interest and the larger community; (6) cost; and (7) compliance with state law.

**6. Action on Reopening RFP Process**

Richardson explained why he will be requesting the RFP be reopened. Richardson moved to reopen the RFP process to be released Friday, October 8, 2021, with a deadline of Monday, October 18, 2021, and for staff to consider sending the RFP to a more broad GIS community to include CPS GIS, UW GIS, and the Northwest geological jobs list serve, and the list is not meant to be exclusive; motion seconded. Richardson spoke to his motion and discussion followed. The motion failed on a roll

call vote of 2 to 3 (aye: Hanek and Richardson; nay: Cuthbertson, Leighton, and Stanford).

**7. Election of Vice Chair**

Chair Cuthbertson shared his thoughts on the topic and opened the item for discussion. Discussion followed. Chair Cuthbertson recommended tabling the issue due to a lack of consensus regarding desire or need.

**8. Other Business**

Chair Cuthbertson shared his thoughts on the interview process for the Districting Master. Discussion followed. The Committee agreed all the interviews will be conducted in one meeting and will be done in alphabetical order, each candidate will be provided five minutes for introductory comment and to present their proposal, and each interview will be followed by questions from Members.

Public Comment: Mike Rooney provided clarification regarding the Auditor's Redistricting Committee website.

**9. Adjournment**

The Special meeting of the Districting Committee adjourned at 6:53 p.m.

Approved:



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Linda Medley  
Meeting Clerk