



## HANDOUT: CRITICAL RECRUITMENT TIMELINES & MILESTONES

For Board Discussion on June 15, 2026

This discussion roadmap highlights the critical statutory windows, procurement boundaries, and sequential voting dates governing the appointment process for Fire Commissioner Positions A and B.

### Chronological Milestone Schedule

<b>Date / Deadline</b>	<b>Phase / Event</b>	<b>Statutory &amp; Operational Mandates</b>
<b>June 3, 2026</b>	Vacancy Activated (Pos. A)	Position A (Lamar) is officially vacated, triggering a strict 90-day statutory window for local board appointment under RCW 42.12.070(1).
<b>June 16, 2026</b>	Procurement Window Opens	Public application portal goes live. Candidates submit a single standardized dossier to the Active Candidate Pool.
<b>June 30, 2026</b> <i>5:00 PM PST</i>	<b>Strict Submission Lock</b>	Public window closes. Late or incomplete dossiers (lacking Profile, Ethical Code, Resume, or Letter of Interest) are automatically disqualified.
<b>July 4, 2026</b> <i>6:00 PM PST</i>	Transparency Portal Posting	Mandatory redaction of personal cellular numbers, home emails, and street numbers must be completed and posted 72 hours prior to interviews (RCW 42.56.250).
<b>July 7, 2026</b> <i>6:00 PM PST</i>	<b>Special Meeting: Position A</b>	Public interviews commence at Station 91. Evaluation, selection, and the Oath of Office for Position A must completely conclude to restore a 3-member quorum.

Date / Deadline	Phase / Event	Statutory & Operational Mandates
July 16, 2026	<b>Regular Meeting: Position B</b>	Effective date of Commissioner Payne’s resignation. Board executes evaluation, nomination, and roll-call voting for Position B utilizing the newly appointed member.
September 1, 2026	Local Authority Expiration	Final day of the 90-day board window for Position A. Unfilled selection power automatically forfeits to the Chelan County Board of Commissioners.
~October 2026  (90 Days Post-Oath)	Mandatory Training Trigger	Appointed commissioners must fully complete state-mandated open government and public records training (RCW 42.30.205 / RCW 42.56.150).
November 2027	District General Election	Appointive terms formally expire upon election certification. To retain seats, appointees must run as active candidates in this cycle (RCW 42.12.070(6)).

## Core Discussion Elements & Operational Constraints

**The Quorum Shield (Rule 1.3):** To preserve the legal authority of the board, the appointment of Position A *must* completely conclude on July 7, 2026. No formal board action, nomination, or vote regarding Position B can occur until the July 16, 2026 meeting, because Commissioner Payne cannot legally vote on his own replacement, nor can a prospective vacancy be voted upon before it is legally active.

- **Candidate Validation Parameters (Rule 2.1):** Administrative staff must verify U.S. citizenship, active Chelan County voting registration, a minimum of 30 days of continuous physical residency in Fire District 9, and zero fiduciary conflicts of interest before applications advance to the board.
- **Executive Session Limits (Rule 5.2):** While sitting commissioners may recess into executive sessions to evaluate candidate qualifications, all final assessments, debates, nominations, and votes must occur strictly within open, transparent public sessions. Straw polls or consensus-building within executive sessions are explicitly prohibited.