

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

January 13, 2014

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, January 13, 2014, at 2:00 p.m. Commissioners present were Wes Cormier and Herb Welch. Donna McCallum, Clerk of the Board, was present to record the meeting. James Baker, Senior Deputy Prosecuting Attorney, was also present.

CALL TO ORDER AND FLAG SALUTE

Commissioner Cormier is Acting Chairman at this meeting due to Commissioner Gordon's absence.

A motion was made, seconded and passed to excuse Commissioner Gordon from the meeting.

BIDS:

None

HEARINGS:

1. Emergency Budget – Superior Court, \$9,855: There was a public hearing on January 13, 2014 to consider an emergency budget in Superior Court in the amount of \$9,855. Notice of this hearing was published in *The Montesano Vidette* on December 19, 2013. Commissioner Cormier called for a staff report. Brenda Sherman, Budget Director, reported the amendment increases salaries and benefits by \$5,105 for a salary adjustment for the Court Administrator. Capital outlay is being increased \$4,750 for the purchase of office furniture.

Commissioner Cormier called for public comment. Hearing none, he closed the hearing.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-001 authorizing an Emergency Budget appropriation in Superior Court in the amount of \$9,855.

PUBLIC COMMENT

Commissioner Cormier called for public comment on county-related items. He announced comments and statements would be accepted and limited to three minutes. Questions should be submitted in writing.

There was no public comment

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

January 13, 2014 Regular and Morning Meeting
Special Meetings – November 20, 2013, November 22 and 27, 2013, December 3, 2013, December 4, 2013 (budget), December 4, 2013 (Union), December 31, 2013 and January 2, 2014

Commissioners:

Reappoint Caroline Perry to the Board of Equalization for term ending March 10, 2017

Management Services:

Set Hearing Date – *January 27, 2014* – Supplemental Budget, Homeless Housing Fund, \$1,099,238

Set Hearing Date – *January 27, 2014* – Supplemental Budget, Public Health and Social Services, \$196,000

Treasurer:

Surplus – Hasler Whisperjet 180 Postage Machine and Meter

Correspondence:

Use Request – Vance Creek Park – Fundraiser Fun Run, January 26, 2014

Claim – C-676-14, Guy Arthur Edwards

ACTION: A motion was made, seconded and passed to approve the Consent Agenda as listed.

PRESENTATION:

1. **Meritorious Service Medal – Sheriff Deputy Mike Osgood:** Sheriff Scott read the following letter explaining the outstanding service from Deputy Mike Osgood and presented him with a Meritorious Service Medal.

“Please accept this letter as my thanks and commendation for your actions on December 26, 2013 involving the fatal fire investigation assist to the City of Montesano. You were on-duty that day and had just finished assisting Montesano Police Department in a domestic violence assault case which had resulted in a custodial arrest. You heard dispatch advise the Montesano unit of a structure fire at 9 Poplar Road. Knowing that the Monte unit was tied up with the DVA arrest, you immediately responded to the fire call. Upon your arrival, you observed the mobile home on fire, with black smoke coming from the homes windows and doorway. A neighbor, John Zimmerman, advised you the occupant was believed to be still inside. You approached the homes main entrance, the door was ajar, allowing you to see the plaid clothing of a subject lying on the floor inside the doorway. Assisted by Mr. Zimmerman, whom you asked to hold open the door, you were able to see through the thick smoke and locate and remove the victim, Darrell Brooking. You pulled the victim to a safe location and confirmed that he was deceased. After updating dispatch and other units responding to the situation, you remained on scene and assisted Montesano police and fire with the investigation.

I have reviewed the reports and statements regarding this incident. I find that you acted decisively and courageously in immediately assessing the scene and then without

hesitation made access to the mobile home in attempt to rescue the occupant. Heedless of your personal safety you were successful in removing the victim, who sadly was deceased from injuries sustained in the fire.

As a result of your actions of valor, I find that pursuant to Grays Harbor Sheriff's Office policies and procedures that you be awarded the Meritorious Service Medal. Please accept this medal and my personal thanks and gratitude for your heroic efforts that day."

COMMISSIONERS:

1. **Resolution – Amending Section 6 of Resolution No.80-14 and Section 2.14.060 of the County Code regarding Building Code Advisory Council review:** A motion was made, seconded and passed to approve Resolution No. 2014-002 amending Section 6 of Resolution No.80-14 and Section 2.14.060 of the County Code regarding Building Code Advisory Council review. Commissioner Cormier explained most other counties do not require proposals for changes in County Code to come before the Building Code Advisory Council. He stated this is an advisory board and can still be used when requested.

2. **Set Hearing Date – February 3, 2014 – Ordinance amending Section 15.04.030 of the Grays Harbor County Code modifying work exempt from the permit requirements of the code:** A motion was made, seconded and passed to set a hearing on February 3, 2014 at 2:00 p.m. for an Ordinance amending Section 15.04.030 of the Grays Harbor County Code modifying work exempt from the permit requirements of the code.

DEPARTMENTS:

Fair, Events and Tourism:

1. **Request Approval, Authorization for spending and for the Fair, Events & Tourism Manager to sign a 2014 Tourism Media Proposal with Morris Media in the amount of \$207,000:** A motion was made, seconded and passed to authorize spending and for the Fair, Events and Tourism Manager to sign a 2014 Tourism Media Proposal with Morris Media in the amount of \$207,000. Morris Media has been successful in acquiring media grants and bonus air time which has consistently added a minimum of 50% in additional free media to the annual Grays Harbor Tourism media budget. In 2013 alone, the value of this time was over \$101,615. The 2014 actual media schedule will be developed once client approval is executed.

2. **Request Approval, Authorization for the Fair, Events & Tourism Manager to sign an Agreement with Predators of the Heart for the 2014 County Fair August 6-10 in the amount of \$7,500:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign an agreement with Predators of the Heart for the 2014 County Fair August 6-10 in the amount of \$7,500.

3. **Request Approval, Authorization for the Fair, Events & Tourism Manager to sign an Agreement with Matt Barker (Laugh Out Loud Entertainment) for Comedy and Stunt**

Show during the 2014 County Fair August 6-10 in the amount of \$3,500: A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign an Agreement with Matt Barker from Laugh Out Loud Entertainment for a Comedy and Stunt Show during the 2014 County Fair August 6-10 in the amount of \$3,500.

Management Services:

- 1. Request Approval, Resolution – Adjusting budgeted beginning cash balances for the General Fund and Miscellaneous Funds:** A motion has been made, seconded and passed to approve **Resolution No. 2014-003 authorizing adjustments to current fund cash balances as of January 1, 2014.** This Resolution adjusts budgeted beginning cash balances to actual cash balances as of January 1, 2014 in the General and Miscellaneous Funds. Each entry has a corresponding adjustment to ending cash for the same amount.
- 2. Request Approval, Resolution, Budget Transfer – Prosecutor’s Office, \$2,153:** A motion has been made, seconded and passed to approve **Resolution No. 2014-004 transferring items in the Grays Harbor County General Fund Prosecutor in the amount of \$2,153.** This Resolution authorizes a budget transfer for interfund rentals from administration to criminal.
- 3. Request Approval, Resolution – 2014 Salary Resolution:** A motion was made, seconded and passed to approve **Resolution No. 2014-005 fixing compensation of employees for and after January 1, 2014.** The salary schedules reflect step increases only for the Courthouse and Public Works contract employees and the negotiated increases for the Teamsters contract employees for Support personnel, Corrections personnel and Criminal Division personnel.

Public Health and Social Services:

- 1. Request Approval, Amendment #12 to the 2012-2014 Consolidated Contract with the WA State Dept. of Health – adding \$331,980 to the contract and amending the statements of work, contact period of January 1, 2012 to December 31, 2014:** A motion has been made, seconded and passed to approve Amendment #12 of the 2012-2014 Consolidated Contract with the Washington State Department of Health. This amendment adds funds and amends the Statements of Work for Family Planning, Immunization, Tuberculosis, Healthy Communities/Community Transformation Grant, Maternal and Child Health, SNAP-Ed, and the Group A Drinking Water Program. It increases overall consideration of the Consolidated Contract by \$331,980.
- 2. Request Approval, Contract with Behavioral Healthcare Options (BHO) for utilization management services for publicly funded mental health program – January 1, 2014 to December 31, 2014 budgeted at \$93,463:** A motion has been made, seconded and passed to approve a contract with Behavioral Healthcare Options. This contract provides utilization management services for the publicly funded mental health program. Services include outpatient authorization, inpatient authorization, access reporting and psychiatric medical director services. The contract will be in effect from January 1, 2014 through December 31,

2014. BHO is paid \$.40 per Medicaid enrollee in Grays Harbor County per month. The number of enrollees varies from month to month. The department has budgeted \$93,463.00 for the contract period. There is no matching requirement.

3. Request Approval, Working Agreement with Chelan/Douglas Regional Support Network for SQL Server and Access Database Development starting January 1, 2014 – cost of \$750:

A motion was made, seconded and passed to approve working agreement with Chelan/Douglas Regional Support Network for SQL Server and Access Database Development. This work will allow the mental health program to access and process large healthcare files from DSHS. These files help the mental health program plan and coordinate treatment for persons with serious mental illness, by ensuring the care is coordinated with their physical healthcare providers. The County agrees to pay Chelan/Douglas Regional Support Network \$750.00 for this work.

4. Request Approval, Amendment #1 to the Contract with Catholic Community Services of Western Washington for the transitional housing program – extending the development period to March 2014 and reducing the contract to \$310,769:

A motion was made, seconded and passed to approve a contract with Catholic Community Services of Western Washington. This contract funds a five bed transitional housing program for persons with serious mental illness. The contract covers the period June 1, 2013 through June 30, 2014. The total contract amount is \$415,179. There are no County funds or matching obligations with this amendment.

Public Services:

1. Request Approval, Agreement with Washington State Dept. of Ecology for the Centennial Clean Water Grant for implementation of the North Beach Shellfish Protection District - \$75,000 with a 25 % county match for a period of January 1, 2014 to December 31, 2016:

A motion has been made, seconded and passed to approve an agreement with the Washington State Department of Ecology to define the scope of work associated with grant funding for implementation of the North Beach Shellfish Protection District Program. Total funding for this agreement is \$75,000.00 with a 25% local match, which has already been budgeted. The effective date is January 1, 2014 and the agreement will expire December 31, 2016.

2. Request Approval, Joint Plan Responsibility Interagency Agreement with Washington State Dept. of Health for regulation of water systems in the County – Contract will terminate December 31, 2018:

A motion has been made, seconded and passed to approve the Joint Plan Responsibility (JPR) between the Washington State Department of Health (DOH) and Grays Harbor County Public Services (GHGPS). The agreement delineates the responsibilities of DOH and GHGPS with respect to the regulation of water systems in Grays Harbor County pursuant to Chapters 70.119A and 70.116 RCW and Chapter 246-291 WAC. This JPR is intended to transfer primary responsibility to enforce Chapter 246-291 WAC to GHGPS in conformance with WAC 246-291-030(1)(b). This Agreement supersedes and

replaces all prior Interagency Agreements between DOH and GHCPs regarding the regulation of water systems.

3. Request Approval, Award Absco Solutions of Lynnwood the bid for the Jail Security Project and authorize the Public Services Department to enter into negotiation to develop a scope of work and contract: A motion was made, seconded and passed to award Absco Solutions of Lynnwood the bid for the Jail Security Project and authorize the Public Services Department to enter into negotiation to develop a scope of work and contract. The County received two proposals for the Jail Security Project on December 30, 2013. Of the two proposals, one is significantly more expensive and clearly out of the county's budget. The second proposal is closer to the budget and meets the equipment requirements of specifications in the Request for proposal.

ANNOUNCEMENTS

The Clerk of the Board announced there will be no meeting on January 20, 2014 in honor of the Martin Luther King Jr. Holiday.

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, January 13, 2014, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room 1. Commissioners Wes Cormier, Frank Gordon and Herb Welch, along with Clerk of the Board Donna McCallum reviewed agendas, calendars and pending daily office issues. The Board met with Brenda Sherman, Budget Director, regarding a budget update, Mike Bruner, Fair, Events and Tourism Manager, regarding agenda items, Joan Brewster, Public Health and Social Services Director, regarding agenda items and the following Public Services representatives for department updates: Environmental Health Director Jeff Nelson, Public Services Director Kevin Varness and Corrections Officer Travis Davis.

RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND INTERGOVERNMENTAL AGREEMENTS:

RESOLUTIONS:

No. 2014-001

Authorizing an Emergency Budget appropriation in Superior Court in the amount of \$9,855

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|---------------------|--|
| No. 2014-002 | Amending Section 6 of Resolution No.80-14 and Section 2.14.060 of the County Code regarding Building Code Advisory Council review |
| No. 2014-003 | Authorizing adjustments to current fund cash balances as of January 1, 2014 |
| No. 2014-004 | Transferring items in the Grays Harbor County General Fund Prosecutor in the amount of \$2,153 |
| No. 2014-005 | Fixing compensation of employees for and after January 1, 2014 |

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

- Working Agreement with Chelan/Douglas Regional Support Network for SQL Server and Access Database Development

The meeting adjourned at 2:23 p.m.

BOARD OF COMMISSIONERS
For Grays Harbor County
This _____ day of _____, 2014

FRANK GORDON, Chairman, District 2

WES CORMIER, Commissioner, District 1

HERB WELCH, Commissioner, District 3

ATTEST:

Donna McCallum, Clerk of the Board