

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

September 29, 2014

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, September 29, 2014, at 2:00 p.m. Commissioners present were Frank Gordon and Wes Cormier. Donna McCallum, Clerk of the Board, was present to record the meeting. James Baker and Norma Tillotson, Senior Deputy Prosecuting Attorneys were also present.

CALL TO ORDER AND FLAG SALUTE

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

Commissioner Gordon announced the following explanation, as a way of housekeeping from the morning meeting: The Commissioners held an Executive Session at 11:00 a.m., allowed under RCW 43.30.110 (i) Litigation and RCW 42.30.110 (1)(b) Property Acquisition. The session was 30 minutes with extensions of ten minutes and five minutes, ending at 11:45 a.m. The topic was the Wishkah Floodwall project. Commissioners are continuing the process to work with property owners for property acquisition.

BIDS:

None

HEARINGS:

1. 2013 CDBG Public Services Grant Closeout: There was a public hearing on September 29, 2014 to review closeout documents for the Washington State Department of Commerce 2012 CDBG Public Services Grant: There was a public hearing held on September 29, 2014 to review closeout documents for the Washington State Department of Commerce 2013 CDBG Public Services Grant. This will close out the \$102,636 in funding provided to Coastal Community Action Program and \$1,508 to Grays Harbor County to provide core administrative support for necessary community projects benefitting low and moderate income persons and households. Notice of this hearing was published in *The Montesano Vidette* September 18, 2014.

Commissioner Gordon asked if there was any public comment. There was no public comment and the hearing was closed.

ACTION: A motion was made, seconded and passed to approve the Grantee Closeout Performance Report for the Washington State Department of Commerce Community Development 2013 Block Grant for the period of July 1, 2013 through June 30, 2014.

PUBLIC COMMENT

Al Smith, Wishkah, explained he originally initiated a property owner petition for flood relief on the Wishkah Road. He explained the purpose of the petition was to ensure emergency services were able to navigate the road and be able to serve residents during floods. At no time was there ever a personal target in the effort to improve the flooding.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

September 22, 2014 Regular and Morning Meeting

Commissioners:

Appointments to the South Beach Parks and Recreation District – Steven Hargis and Thomas Jensen

Reappoint Tracy Wood to User #1 position on the Lodging Tax Advisory Committee, term ending December 30, 2016

Public Health:

Authorization to apply for a Chronic Disease grant through the Department of Health

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

PRESENTATION:

1. **Cheryl Heywood, Timberland Regional Library Director:** Ms. Heywood introduced library staff members present in the audience. She stated there have been 58 open hours added to 27 libraries, of which 14 are in Grays Harbor County. She explained the local author and local food movement. She discussed the “Get the Card” campaign. A database for magazines has been added that includes 97 titles. She discussed the library programs, teen programs, mission and priorities.

COMMISSIONERS:

None

DEPARTMENTS:

Management Services:

1. **Request Approval, Resolution – Budget Transfer, Central Services, \$22,902:** A motion was made, seconded and passed to approve **Resolution No. 2014-099 transferring items in the Miscellaneous Fund Central Services in the amount of \$22,902.** This amendment increases salaries and benefits for a PC LAN Tech I position for the months of August through December.

Public Health and Social Services:

1. Request Approval, Contract Amendment C with the Department of Commerce, providing resources for homeless individuals– categorical budget adjustments for the period of January 1, 2014 through December 31, 2014 for a maximum award of \$2,271,416:

A motion was made, seconded and passed to approve contract amendment C with the Department of Commerce. The amendment was necessary due to categorical budget adjustments greater than 10% to reflect accurate utilization of the funding. No other changes were affected by the amendment. The maximum contract award of \$ 2,271,416 is for the period January 1, 2014 through December 31, 2015.

2. Request Approval, Contract with Behavioral Health Resources for a pilot project to assist mentally ill and chemical dependency individuals secure housing after treatment - September 1, 2014 through June 30, 2015 in amount of \$190,440 for the Team and up to \$75,000 for rent assistance:

A motion was made, seconded and passed to approve a contract with Behavioral Health Resources. The contract funds a pilot project to assist mentally ill and chemical dependency individuals secure permanent supportive housing upon discharging from inpatient treatment. This pilot will provide services for up to 50 individuals with 3 months of rent assistance and ongoing peer support. The contract requires the agency to hire a program manager and two Peer Counselors. The contract amount provides \$ 190,440 for the Team and up to \$75,000 for rent assistance and is paid with state funding.

3. Request Approval, Placement Agreement with AmeriCorps NW for Jesuit Volunteer, Julia Brice - \$9,682 and other fees through SNAP-Ed Funding, effective August 4, 2014 through July 31, 2015:

A motion was made, seconded and passed to approve a placement agreement with AmeriCorps NW for Jesuit Volunteer Julia Brice. The program was approved on February 24, 2014. This placement agreement includes a placement fee of \$9,682, which is paid with SNAP-Ed funding. This agreement is effective until July 31, 2015.

Public Services:

1. Request Approval, Loan Amendment with Washington State Department of Commerce for the Pacific Beach Sewer Treatment Plant Loan – alters the day and month when loan payments are due from July 1 to June 1:

A motion was made, seconded and passed to approve the Loan Amendment with Washington State Department of Commerce for the Pacific Beach Sewer Treatment Plant Loan. The amendment changes the due date of the original 1997 loan for the construction of the Pacific Beach Sewer Treatment Plant from July 1 to June 1 and will be effective next June. This loan has three more payments due (2015, 2016, and 2017). The change will not impact the budget. The loan is repaid from rates.

Sheriff:

1. Request Approval, Resolution – adopting Shelter-in-Place and Building Lockdown Policy and Procedures: A motion was made, seconded and passed to approve **Resolution No. 2014-100 adopting Shelter-in-Place and Building Lockdown Policy and Procedures.** The Policies have been reviewed by Dale Gowan, Central Services/Risk Management Director, James Baker, Senior Deputy Prosecuting Attorney, and Jeff Nelson, Environmental Health Director. The purpose of sheltering-in-place is to provide safety for Grays Harbor County staff, employees, volunteers and visitors from outside contaminants and/or severe weather emergencies which pose a danger to individual health and the environment. The purpose of the lockdown is to secure employees, volunteers and visitors into the nearest secured building or facility and minimize their exposure to a potential threat during a potentially lethal threat situation. The lockdown plan, when implemented, minimizes the risk of injury or death to employees, volunteers and visitors at county buildings and facilities at the time of the threat.

2. Request Approval, Resolution – Amending Resolution No. 01-49 designating Sheriff Rick Scott as the Change Fund Custodian: A motion was made, seconded and passed to approve **Resolution No. 2014-101 Amending Resolution No. 01-49 designating Sheriff Rick Scott as the Change Fund Custodian.**

ANNOUNCEMENTS

None

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, September 29, 2014, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room 1. Commissioners Frank Gordon, Wes Cormier and Herb Welch, along with Clerk of the Board Donna McCallum reviewed agendas, calendars and pending daily office issues. The Board met with Deputy Emergency Manager Chuck Wallace regarding an agenda item; Public Health and Social Services Director Joan Brewster regarding requests and agenda items; Forester Larry Smith regarding mineral rights; and the following Public Service representatives for departmental updates: Public Services Director Kevin Varness, County Engineer Russ Esses and Environmental Health Director Jeff Nelson.

**RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND
INTERGOVERNMENTAL AGREEMENTS:**

RESOLUTIONS:

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|---------------------|--|
| No. 2014-099 | Transferring items in the Miscellaneous Fund Central Services in the amount of \$22,902 |
| No. 2014-100 | Adopting Shelter-in-Place and Building Lockdown Policy and Procedures |
| No. 2014-101 | Amending Resolution No. 01-49 designating Sheriff Rick Scott as the Change Fund Custodian |

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

None

The meeting adjourned at 2:24 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