

A G E N D A

WALLA WALLA COUNTY BOARD OF COMMISSIONERS

MONDAY, JANUARY 12, 2015

(PLEASE NOTE SLIGHTLY EARLIER START TIME THIS DATE)

9:15 COUNTY COMMISSIONERS

Chairman Dozier

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. The Consent Agenda will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

- a) Roll call and establish a quorum
- b) Review warrant list

The county commissioners will take this time (at 9:15 a.m.) to review the list of warrants for approval under the consent agenda. This review time is open to the public. No other business will be transacted until the regular meeting start time of 9:30 a.m.

RECESS.

9:30 COUNTY COMMISSIONERS

- a) Declarations re: conflict of interest
- b) Pledge of Allegiance
- c) Public comment period (time limitations may be imposed)

PLEASE NOTE: If you wish to address the Commission, please raise your hand to be recognized by the Chair. When you have been recognized, please step up to the microphone and give your name and address before your comments. The Walla Walla County Commissioners are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle. (An individual may request to address the board at a later time on the agenda, if time permits, by contacting the Clerk of the Board at least 24 hours prior to the meeting.) Thank you.

- c) **Action Agenda Items:**
 - 1) Review submitted Employee Payroll Action Forms
- d) **Consent Agenda Items:**
 - 1) Resolution _____ - Minutes of County Commissioners' sessions of January 5 and 6, 2015
 - 2) Resolution _____ - Reappointment of Patricia "Patsy" Adams Warnock to the Walla Walla County Rural Library District Board of Trustees

page 2

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF THE
REAPPOINTMENT OF PATRICIA
"PATSY" ADAMS WARNOCK TO
THE WALLA WALLA COUNTY
RURAL LIBRARY BOARD OF
TRUSTEES**



RESOLUTION NO.

WHEREAS, pursuant to RCW 27.12.190, the Board of County Commissioners appoints members to the county rural library board of trustees; and

WHEREAS, pursuant to Walla Walla County resolution 06 276, Patricia "Patsy" Adams was appointed to fill an unexpired term on the Walla Walla County Rural Library Board of Trustees; and

WHEREAS, Mrs. Adams was reappointed to serve as a Trustee pursuant to Walla Walla County Resolution 10 018, with the notation that the second term would be, to be consistent with the understanding of governing statutes, her final term; and

WHEREAS, Mrs. Adams (now Patsy Adams Warnock) wishes to be reappointed as Trustee and the Walla Walla County Rural Library District Board of Trustees has recommended and requested that reappointment; and

WHEREAS, the Walla Walla County Prosecuting Attorney's office provided reference to an Attorney General Opinion (AGO 1959 No. 66) that has been construed as allowing a Trustee to be reappointed if two full five year terms were not served, and the Walla Walla County Rural Library District Board of Trustees received the same determination from the state library and subsequently updated their bylaws to allow this; and

WHEREAS, on January 5, 2015, during an open, public session of the Board, a motion was approved to reappoint Patsy Adams Warnock to another term on said Board of Trustees; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby formalize the reappointment of Patsy Adams Warnock to serve a final term on the Walla Walla County Library Board of Trustees, said appointment to be effective as of January 5, 2015 and to expire on January 1, 2020.

*"Passed this **12th day of January, 2015** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent."*

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

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of Walla Walla County, Washington*

COUNTY COMMISSIONERS (continued)

- e) Consent Agenda Items (continued):**
 - 3) Resolution _____ - Updated appointments and designations relative to Walla Walla County's membership in the Washington Counties Risk Pool Pages 4-5
 - 4) Resolution _____ - Cancelling County Commissioners' sessions and setting a special meeting date Page 6
 - 5) Resolution _____ - Approving out of state travel for Superior Court Judge M. Scott Wolfram Page 7
 - 6) County warrants as follows: 4159505 through 4159681 totaling \$679,674.14
 - 7) Payroll action and other forms requiring Board approval

- e) Miscellaneous business to come before the Board**

- f) Review reports and correspondence; hear committee and meeting reports**

- g) Review of constituent concerns/possible updates re: past concerns**

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF UPDATED
APPOINTMENTS AND
DESIGNATIONS RELATIVE TO
WALLA WALLA COUNTY'S
MEMBERSHIP IN THE
WASHINGTON COUNTIES RISK
POOL



RESOLUTION NO.

WHEREAS, several Washington counties agreed to the creation of the Washington Counties Risk Pool ("Pool"), organized and operating under Chapters 48.62 and 39.34 RCW, to provide to its member counties programs of joint self-insurance, joint purchasing of insurance, and joint contracting for or hiring of personnel to provide risk management, claims handling, and administrative services; and

WHEREAS, the Pool's Interlocal Agreement and Bylaws, and policies of its Board of Directors require appointees and/or designees from each member county, as follows:

- a) **Director / Alternate Director** – officers or employees of each Pool member county that are appointed by and serve at the pleasure of the respective county's legislative authority (*Article 8 of the Interlocal Agreement and Article 2 of the Bylaws*);
- b) **County Risk Manager** – an employee of each Pool member county appointed to serve as a liaison between the County and the Pool as to risk management and who is responsible for the risk management function within the County (*Article 11(b) of the Interlocal Agreement*);
- c) **County Safety Officer** – an active employee designated by each Pool member county who, along with a related committee, are maintained to consider all recommendations concerning the development and implementation of a loss control policy to prevent unsafe practices (*Article 11(c) of the Interlocal Agreement*); and
- d) **County Claims Administrator** – each Pool member county's must designate someone to administer civil claims, with whom incidents should be immediately reported to, who is responsible for sending all claims and lawsuits and reporting various known incidents to the Pool, and with whom the Pool will coordinate the County's claims administration (*section B of the Pool Board of Directors' Claims Handling Policies and Procedures*); and

WHEREAS, pursuant to previous Walla Walla County resolutions, the most recent being 13 283, designations have been revised/updated; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that Walla Walla County hereby confirms the appointment or designation of the following individuals for the applicable and required relationships with the Washington Counties Risk Pool:

Director: _____	Jesse Nolte	Title: _____	Deputy Prosecuting Attorney
Alternate Director: _____	James L. Duncan	Title: _____	County Commissioner
2 nd Alternate (optional): _____	Lucy Schwallie	Title: _____	Personnel/Risk Manager
Risk Manager: _____	Lucy Schwallie	Title: _____	Personnel/Risk Manager
Safety Officer: _____	Bronwyn Berna	Title: _____	Interim Safety Officer
Claims Administrator: _____	Lucy Schwallie	Title: _____	Personnel/Risk Manager

BE IT FURTHER RESOLVED that these designations are effective as of January 1, 2015, and shall supersede any prior conflicting action(s), and that the Clerk of the Board shall provide a copy of this resolution to the Washington Counties Risk Pool.

*"Passed this **12th day of January, 2015** by Board members as follows: ___Present or ___ Participating via other means, and by the following vote: ___ Aye ___Nay ___ Abstained ___ Absent."*

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF
CANCELLING COUNTY
COMMISSIONERS' SESSIONS
AND SETTING A SPECIAL
MEETING DATE



RESOLUTION NO.

WHEREAS, due to unforeseen scheduling conflicts, it has been determined that there will not be a quorum of the Board of County Commissioners available for the regular Commissioners' meetings that would be held on Tuesday and Wednesday, January 20 and 21, 2015, said meetings held those dates due to the Martin Luther King holiday on Monday, January 19, 2015; and

WHEREAS, to take action on certain financial matters and other county-related business, a special meeting will be held on Friday, January 16, 2015 at 9:30 a.m. to conduct said business; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that the regularly scheduled Board meetings on January 20 and 21, 2015 be cancelled.

BE IT FURTHER RESOLVED that a special meeting of the Board shall be set for January 16, 2015.

BE IT FURTHER RESOLVED that regular meetings of the Board will resume on January 26, 2015.

*"Passed this **12th day of January, 2015** by Board members as follows: ___ Present or ___ Participating via other means, and by the following vote: ___ Aye ___ Nay ___ Abstained ___ Absent."*

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF APPROVING
OUT OF STATE TRAVEL FOR
SUPERIOR COURT JUDGE M.
SCOTT WOLFRAM**

RESOLUTION NO.

WHEREAS, pursuant to RCW 82.14.460, a county legislative authority may authorize, fix, and impose a one-tenth of one percent sales and use tax for the purpose of providing for the operation or delivery of new or expanded chemical dependency or mental health treatment programs and services and for the operation or delivery of new or expanded therapeutic court programs and services; and

WHEREAS, said tax was imposed and enacted pursuant to Walla Walla County Ordinance 398; and

WHEREAS, Walla Walla County has not previously operated a therapeutic court program or offered services; and

WHEREAS, Superior Court Judge M. Scott Wolfram has requested approval for out of state travel to allow his attendance at a training on constitutional issues that impact therapeutic court (also known as drug court) proceedings, said training conducted by the National Drug Court Institute and to be held in Reno, Nevada, March 16-19, 2015; and

WHEREAS, such training will benefit the citizens of Walla Walla County by providing improved drug court accountability and thus reducing criminal behavior in the county; ; and

WHEREAS, pursuant to County policy, an Employee Travel Authorization form has been submitted for review and consideration regarding said travel request; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that out of state travel as outlined above be approved.

BE IT FURTHER RESOLVED that additional time required to travel to and from said meeting, as necessary, is also approved.

*"Passed this **12th day of January, 2015** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent."*

Attest:

Connie R. Vinti, Clerk of the Board

Perry L. Dozier, Chairman, District 2

James K. Johnson, Commissioner, District 1

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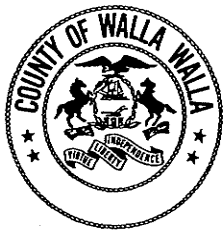
9:45

TECHNOLOGY SERVICES DEPARTMENT

Kevin Gutierrez

a) Department update and miscellaneous

Pages 9-10



WALLA WALLA COUNTY
Technology Services Department

Kevin G. Gutierrez
Technology Services Director

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362

(509) 524-2590

kgutierrez@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

January 12, 2015

To: Walla Walla County Board of Commissioners

Re: Department Update

Issues/Information for the Board.

None

Components (Main infrastructure)

Hardware

- No issues

Software

- No issues

Security/Viruses

- No issues

Network

- No issues

Other Projects

- **Budget /Assets**
 - Some AOC replacement gear has been ordered.
 - Servers here or ordered
 - Data storage
 - Fairgrounds
 - Unity Call Manager (Phone system)
 - Fixed Asset inventory and department inventory is about to start
 - Then we will create another replacement plan
- **Security Camera's**
 - Will be taking a broad look at how to
- **Sheriff to New World**
 - Nothing to update
- **Fairgrounds**
 - Server – looking at end of January to deploy new server
 - Looking at moving the server location
 - May require power and cooling
 - There is no cooling where it is currently located and gets quite warm
 - Planning e-mail flow post Fair Directory retirement
- **Planning Department**
 - Project is in still in full swing and keeping us very busy
 - All needed equipment is here and deployed

- Not surprises that took us over the \$50,000 budget
 - Still waiting for an estimate from TrueAutomation to extract data for Public Works which will also be used in the LandTrack (Permit) software
 - Community Development was able to use the software on time but we are still making some adjustments.
- **Instant Messaging/Texting**
 - ACCIS negotiating with Smarsh for a Verizon to Verizon text logging solution. This would apply to county owned cell phones on the Verizon Network.
 - I have also been working with another vendor who has a solution which is platform and provider agnostic to log messages so they can be searched and managed across all the enterprise and all county owned phones regardless of provider. I am working with the vendor add features to their product that would help us comply with Public Records Laws and searching. This solution would allow texting from PC's to PC's, PC's to Cell Phones and Cell Phone to Cell Phone.
 - Both solutions will require the departments to have a policy in place regarding specific use of the product. The first test release with some of the new functions is due out end of March.
 - This initiative was most particularly spurred on by District Court.
 - **Clerk's Office**
 - No longer an early adopter
 - Will return to converting Clerks info to a local application. (In progress as time allows)
 - **Superior Court 1-2 Updates**
 - Tom Byers has received some bids for the wiring piece of the project.
 - We can purchase the desired recording solution off the Pierce County Inter Local Agreement when the wiring is complete
 - **Public Record Requests Last 2 Weeks**
 - 3 = Requests received
 - 2 = Forwarded to departments (Auditor-Health Dept.)
 - 0 = Completed
 - 2 = Total Open
 - 2 = Being handled by the PRO
 - Records Retention Training – being developed as time allows
 - I think we are ready for a test training
 - Loading software on laptops so we can begin training as soon as time allows
 - First session will be only a few people

Definitions

PAV=Potential Archival Value
AOC=Administrative Office of the Courts
PRO=Public Records Officer
USB=Universal Serial Bus
DOL=Department of Licensing
RFP=Request For Pricing
GIS=Geographic Information Systems
EOL=End of Life
ILA=Interlocal Agreement
JCDA=Joint Community Development Agency
W7=Windows 7

10:00

PUBLIC WORKS DEPARTMENT

Randy Glaeser

a) Department update and miscellaneous

Page 12

Walla Walla County Public Works
PO Box 813
Walla Walla, WA 99362



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 8 January 2015

Re: Director's Report for the Week of 5 January 2015

Board Action: 12 January 2015
Update Only

ENGINEERING:

- Mill Creek Road Federal Highways: Waiting for biological opinion from FHWA before right of way acquisition can begin.
- Mill Creek Road MP 1.1 to 4.36: Surveying utility locates.
- Taumarson Road: First working day is 30 March 2015.
- Russell Siding Bridge: Culvert replacement designed. Right of way required.
- Safety Projects: Received \$782,000 for five safety projects. Mill Creek Road MP 3.96 to MP 4.36, Middle Waitsburg Road (at Chase Road), Frog Hollow Road MP 8.23 to MP 8.5 (east of Valley Chapel Road at guardrail), Lower Dry Creek Road MP 5.4 to MP 6.1 (Vicinity of Hugh's Farm Bridge at Mud Creek Road) and Foster Road MP 1.0 to MP 2.0 (north of Cottonwood Road).

MAINTENANCE:

- County-wide load restrictions in place due to recent freezing and thawing temperatures.
- Conducted monthly foremen's meeting.

ADMINISTRATION:

- Working on quarterly counseling.

10:15

PROSECUTING ATTORNEY

Jim Nagle/Jesse Nolte

- a) Miscellaneous business for the Board
- b) Possible executive session re:
litigation or pending or potential
litigation (pursuant to RCW 42.30.110(i))

10:30

PERSONNEL/RISK MANAGER

Lucy Schwallie

- a) Department update and miscellaneous
- b) **Active Agenda Items:**
 - 1) Possible discussion/decision re: any pending claims against the County
- c) Possible executive session re: personnel (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(b)), and/or litigation or pending or potential litigation (pursuant to RCW 42.30.110(i))

10:45 COUNTY COMMISSIONERS

- a) Miscellaneous or unfinished business to come before the Board

12:00 Recess

1:30 COUNTY COMMISSIONERS

- a) Meet with Walla Walla Fair and Frontier Days Board members to discuss operations of the fairgrounds, etc., in light of the announced retirement of current fairgrounds manager Cory Hewitt
- b) Miscellaneous or unfinished business to come before the Board

- A D J O U R N -

Walla Walla County is ADA compliant. Please contact TTY: (800) 833-6384 or 7-1-1 or the Commissioners' Office at 509/524-2505 three (3) days in advance if you need any language, hearing, or physical accommodation.

Please note that the agenda is tentative only. The Board may add, delete, or postpone items and may take action on an item not on the agenda.