

**A G E N D A**  
**WALLA WALLA COUNTY BOARD OF COMMISSIONERS**  
**MONDAY, OCTOBER 26, 2015**

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**(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.*

- d) **Action Agenda Items:**
  - 1) Review submitted Employee Payroll Action Forms
- e) **Consent Agenda Items:**
  - 1) Resolution \_\_\_\_\_ - Minutes of County Commissioners' sessions of October 19 and 20, 2015
  - 2) Resolution \_\_\_\_\_ - Setting a date of public hearing to consider amendments to the 2015 Walla Walla County Budget

Pg 2

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SETTING A  
DATE OF PUBLIC HEARING TO  
CONSIDER AMENDMENTS TO  
THE 2015 WALLA WALLA  
COUNTY BUDGET

RESOLUTION NO.

**WHEREAS**, subsequent to the establishment of the budgets and adoption of the 2015 Walla Walla County Budget, various offices and departments have provided information to County Auditor Karen Martin regarding proposed budget amendments; and

**WHEREAS**, it is necessary to hold a public hearing to consider these matters; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that a public hearing shall be set for Monday, November 9, 2015 at the hour of 9:30 a.m., in Commissioners' Chambers, County Public Health and Legislative Building, 314 West Main, Walla Walla, Washington to consider amending the 2015 budget as follows:

**FUND 010 - CURRENT EXPENSE**

Revenue	\$10,114.00
Expenditures	\$10,114.00

**FUND 11200 - PUBLIC HEALTH**

Revenue	\$237,104.00
Expenditures	\$237,104.00

**FUND 11900 - HUMAN SERVICES**

(Net change - \$0)

**FUND 11200 - COUNTY MENTAL HEALTH**

Revenue	\$110,000.00
Expenditures	\$110,000.00

"Passed this **26th day of October, 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 \_\_\_\_\_ - Approving out of state travel for County Commissioner James K. Johnson *pg 4*
- 4) Approving use of county vehicle for County Community Development Department employees and other public agency employees to attend a planning-related forum in Moses Lake, WA on October 28, 2015
- 5) County warrants as follows: 4168462 through 4168725 totaling \$1,565,960.60 and 4168461 in the amount of \$125.80 (elections postage)
- 6) Payroll action and other forms requiring Board approval

**f) Action Agenda Items:**

- 1) Ordinance No. 436 – An ordinance exempting certain county-owned vehicles from statutory marking requirements pursuant to RCW 46.08.065 *pg 55-1*
- g) Miscellaneous business to come before the Board
- h) Review reports and correspondence; hear committee and meeting reports
- i) Review of constituent concerns/possible updates re: past concerns

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING  
OUT OF STATE TRAVEL FOR  
COUNTY COMMISSIONER JAMES  
K. JOHNSON

RESOLUTION NO.

**WHEREAS**, Walla Walla County Commissioner James K. Johnson travelled to Washington, DC with a contingent of local elected and appointed officials to meet with state senators and representatives regarding county and state related issues, said travel covering the period October 19 through 21, 2015, 2013; and

**WHEREAS**, pursuant to County policy, an Employee Travel Authorization form submitted; however, inadvertently advance approval was not obtained for said travel ; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that out of state travel for County Commissioner James K. Johnson be approved as outlined above.

**BE IT FURTHER RESOLVED** that additional time related to said travel to or from said event, if needed, is also approved.

*"Passed this 26th day of October, 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*

**BOARD OF COUNTY COMMISSIONERS  
WALLA WALLA COUNTY, WASHINGTON**

Draft

**ORDINANCE NO. 436**

**AN ORDINANCE EXEMPTING CERTAIN COUNTY-OWNED VEHICLES FROM  
STATUTORY MARKING REQUIREMENTS PURSUANT TO RCW 46.08.065.**

**WHEREAS**, pursuant to RCW 46.08.065, it is unlawful for any vehicle owned or controlled by any county, city, town, or public body and used in public business to be operated on public highways of this state unless and until there shall be displayed upon such automobile or other motor vehicle the name of such county, city, town, or other public body, together with the name of the department or office upon the business of which the said vehicle is used; and

**WHEREAS**, the statute states that....“The appropriate governing body may provide by rule or ordinance.....for exceptions to the marking requirements for local governmental agencies for the same purposes and under the same circumstances as permitted for state agencies under subsection (3) of this section”, which provides an exemption for unmarked vehicles to be used for law enforcement, confidential public health work, and public assistance fraud or support investigative purposes, for vehicles leased or rented by the state on a casual basis for a period of less than ninety days, or vehicles granted a confidential license plate; and

**WHEREAS**, pursuant to Walla Walla County Resolution 02-275 the Board of County Commissioners exempted certain vehicles from said marking requirements; however, it was determined that such exemptions must be updated and that an ordinance must be considered; and

**WHEREAS**, the Board of County Commissioners held a public hearing on October 19, 2015.

**WHEREAS**, the following findings of fact and conclusions of law are hereby made:

Findings of Fact:

1. On October 8, 2015, a Notice of Public Hearing was published in the Waitsburg Times.
2. The County reviewed and utilized Grant County’s similar ordinance in developing the proposed regulations.

Conclusions of Law:

1. The proposed amendments to Walla Walla County Code Title 2 are in accordance with the exceptions to vehicle markings allowed by RCW 46.08.065.



**Now Therefore,** BE IT ORDAINED, by the Walla Walla County Board of Commissioners, based on the findings of fact and conclusions of law above, that:

**Section I. New Chapter 2.54.** Walla Walla County Code is amended to create a new Chapter 2.54 as follows:

Chapter 2.54 - COUNTY VEHICLES

2.54.010 - Short title.

This chapter shall be known and may be commonly referred to and cited as "County Vehicles."

2.54.020 - Marking—Requirements.

All County vehicles shall be marked in accordance with RCW 46.08.065, as amended, with the exceptions permitted therein of the following:

- (1) Vehicles used for law enforcement purposes, limited to the vehicles assigned to the County Sheriff's Office, the County Prosecuting Attorney's office, and the County Juvenile Justice Center;
- (2) Vehicles used for confidential public health work;
- (3) Vehicles used for public assistance fraud or support investigative purposes;
- (4) Vehicles leased or rented by the County on a casual basis for a period of less than ninety days; and
- (5) Vehicles granted use of confidential license plates by the director of motor vehicles for necessary personal security of a County officer or employee.

2.54.030 - Marking—Exceptions.

The Board of County Commissioners, in consultation with other elected officials whose offices are utilizing the vehicles, reserves the right to determine whether County vehicles are used for purposes listed in the exceptions of the rule enacted in Section 2.54.020.

**Section II. Index.** The index of the Walla Walla County Code in which titles, chapters or sections are added or removed or in which title, chapter or section titles are changed herein shall also be amended to reflect the amendments.

**Section III. Effective Date.** This ordinance is effective on October 26, 2015.

**Section IV. Savings and Severability.** If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

*Draft*

*6*

**Section V. Publication.** This ordinance will be published by an approved summary consisting of the title.

PASSED by the Walla Walla County Board of County Commissioners in regular session at Walla Walla, Washington, by the following vote, then signed by its membership and attested by its Clerk in authorization of such passage this 26th day of October, 2015.

**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*

Approved as to form

\_\_\_\_\_  
Jesse D. Nolte, Deputy Prosecuting Attorney

9:45

TECHNOLOGY SERVICES DEPARTMENT

Kevin Gutierrez

- a) Department update and miscellaneous

pgs 9-11





**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

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File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

October 26, 2015

To: Walla Walla County Board of Commissioners

Re: Department Update

**Issues/Information for the Board.**

- N/A

**Components (Main infrastructure)**

**Hardware**

- No issues

**Software**

- No issues

**Security/Viruses**

- No issues

**Network**

- No issues

**Other Projects**

- **ACCIS Conference**
  - Top county IT issues across the state – Text Archiving, Public Disclosure Requests (storage, searching and FTE impacts), Cyber Security and Cyber Security training for employees
- **Budget /Assets**
  - Still dealing with inventory
    - Several Monitors will be redeployed – boxed and assigned – just need time to deploy
- **Server Replacement – VMWare**
  - Servers are in place, configuration and planning is ongoing.
  - I would like to be done with this project by the end of the year and begin second phase as soon after the New Year as the budget will allow.
- **Jail**
  - A few parts still coming for sound system
    - Parts have arrived. Need to schedule with Walla Walla Electric
- **New World**
  - Have estimates for data extract from current software - \$3,000
    - 3 extracts – one for mapping and one for go live
  - Will be scheduling to install the client software on Sheriffs and Jail devices. Sheriff's Office has sent a priority list.
  - Go live is in late January. Will convert existing data likely June.

- Will have to operate on 2 systems for the better part of a year until done, and will have to pay to run our current system as well as the new system.
- **Superior Court 1-2 Updates**
  - Sound system is installed – but needs to be tweaked.
    - Training has been done
    - Phone system has been integrated into the sound system
    - ADA gear has arrived
    - 2 Wireless Mics have been ordered.
    - Will have the contractor return to tweak the system and install the mics and ADA gear
  - When these projects are complete I will start on the RFP/Q for the final phase
- **Superior Court – Content Management System (case/document management)**
  - The counties reporting at ACCIS have experience much more of an impact on their departments than they had expected. Particularly in the last 6 months of prepping for the deployment.
- **EMD – Fiber – Aging.**
  - Was finally able to determine that the city paid for and installed the fiber
  - Also carries radio traffic to the antenna's on top of the jail (via fiber)
    - Should we be looking to westcom to help pay for the replacement?
- **Community Health**
  - Working on remote connections for other counties.
    - Testing
- **Public Record Requests Last 2 Weeks**
  - 2 = Requests received
  - 1 = Forwarded to departments
  - 1 = Completed
  - 5 = Total Open
  - 5 = Being handled by the PRO (Estimate 1 request to take 50 days)
- **Search Tool and State Wide ECM**
  - Looking for a search tool that will let me target public records request more easily.
  - State wide **Enterprise Content Management (ECM)** software may be on the horizon.
  - Will likely hear more at our fall ACCIS conference later this month..
- **Public Records Training**
  - Due to redundancy, we have reduced the number of training videos from 4 to 2.
  - Next Mark will schedule desk side visits to help the users prepare for automatic retention functionality

## ----- 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

JCDA=Joint Community Development Agency

W7=Windows 7

W10=Windows 10

OS=Operating System

JAVS=(Jefferson Audio Video Systems) – Courtroom Recording System

AV=Audio/Visual

WiFi=Wireless network connectivity (Wireless Fidelity)

FTP = File Transfer Protocol (file transfer server)

CAD=Computer Aided Dispatch (hosted at the city)

CAT5=Category 5 Ethernet cable (for data and voice)

**ADA=Americans with Disabilities Act**  
**ECM=Enterprise Content Management**  
**NWS=New World Systems**

10:00

**JOINT FINANCIAL UPDATE**

**Karen Martin and  
Gordon Heimbigner**

- a) 2015 budget status report  
and miscellaneous

10:10

**COUNTY TREASURER**

**Gordon Heimbigner**

- a) Update/discussion re: sale of  
county-owned property located  
at 1520 Kelly Place, Walla Walla

10:15

COUNTY CORRECTIONS DEPARTMENT

Mike Bates

- a) Department update and miscellaneous



10:30

PUBLIC WORKS DEPARTMENT

Randy Glaeser

a) Consent Agenda Items:

- 1) Resolution \_\_\_\_\_ - Setting a public hearing date for Brian Maiden for a Franchise to construct, operate, and maintain a utility system within the County road right of way, in Walla Walla County, Washington

pg 14

b) Mill Creek Coalition funding discussion

c) Department update and miscellaneous

pg 17

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SETTING A  
PUBLIC HEARING DATE FOR BRIAN  
MAIDEN FOR A FRANCHISE TO  
CONSTRUCT, OPERATE, AND  
MAINTAIN A UTILITY SYSTEM WITHIN  
THE COUNTY ROAD RIGHT OF WAY,  
IN WALLA WALLA COUNTY,  
WASHINGTON

}

RESOLUTION NO.

**WHEREAS**, Brian Maiden has requested a franchise to construct, operate, and maintain a utility system within the public right of way in Walla Walla County; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that a public hearing date be set for November 16, 2015 in the Commissioners' Chambers, County Public Health and Legislative Building, located at 314 West Main Street, Walla Walla, Washington, at the hour of 10:30 a.m. or as soon thereafter as such hearing may be held.

Passed this 26<sup>th</sup> day of **October, 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*

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

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To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 22 October 2015

Re: Director's Report for the Week of 19 October 2015

**Board Action: 26 October 2015**

**Resolutions:**

**In the Matter of Setting a Public Hearing Date for Brian Maiden for a Franchise to Construct, Operate, and Maintain a Utility System within the County Road Right of Way**

**ENGINEERING:**

- Bussell Road: Fence installation, seeding/fertilizing and minor clean up left to complete.
- Mill Creek Road MP 3.96 to MP 4.36: Working on right-of-way acquisition.
- Foster Road Safety Project: Horizontal and vertical alignment complete. Working on plans.
- Middle Waitsburg at Chase Safety Project: Working on right-of-way acquisition.
- Pemberton Bridge on Barney Road: Initiating environmental review.
- Mill Creek FH: Meeting with USFW next week. Waiting for NEPA.
- Blue Creek Bridge: Seismic completed to determine location and hardness of rock. Surveying utility locates left to complete. Working on hydraulic analysis.

**MAINTENANCE:**

- Met with CRAB representative, Bob Moorhead to discuss "Unpaved Road Study Questionnaire".
- Conducted monthly meetings with North and Garage crews.

**ADMINISTRATION:**

- Attended TAC meeting.
- Interviewed four candidates for South District Truck Driver vacancies.

- a) Department update and miscellaneous
- b) **Active Agenda Items:**
  - 1) Possible discussion/decision re: any pending claims against the County
- c) **Action Agenda Items:**
  - 1) Proposal 2015 1026 HR/RM  
Approval to purchase employee badge ID package
  - 2) Resolution \_\_\_\_\_ - Agreement  
Between the Sheriff and the Board of County Commissioners, Walla Walla County, Washington and the Commissioned Deputy's Association of the Walla Walla County Sheriff's Office, and a related Memorandum of Agreement re: Extension of Pilot-Project for 12 Hour Shifts and Clarification of Accrual Rates
- d) 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))

pg 19-20

pg 19



# MEMO

Date: October 26, 2015

Proposal ID. 2015 10-26 HR/RM

To: BOCC

From: Sheila Eslinger

## **Intent – Decision**

**Topic –** Approval to purchase a replacement for the county ID badge printer

## **Summary**

Walla Walla County Human Resources/Risk Management Department is responsible for providing employee ID badges. HR/Risk researched a viable replacement for the purchase of an ID printer to replace the current obsolete model (purchased January 2004) which is not compatible with Windows 7, nor are supplies readily available. Our current model printer head is worn and can no longer be repaired. The new model proposed for purchase will be compatible with Windows 7, have integrated software that can be used to design badges to replace our current employee badges and make badges for volunteers or other needs. At present we have to print several badges to get a useable one, even then with somewhat poor quality results. Also, currently the County Juvenile Justice Center (JJC) has need of badges for its volunteers and the Corrections department (Jail) has a need for these badges for future educational program enhancements. The Jail and JJC have expressed a willingness to contribute to the cost of the replacement unit.

## **Cost**

\$1,702.74

## **Funding**

\$1,202.74 Current HR/Risk budget (small tool & minor equipment)

250.00 Jail contribution

250.00 JJC contribution

\$1,702.74

## **Conclusion/Recommendation**

Recommend that the Board of County Commissioner approve purchase of new badge printer for \$1,702.74.

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Submitted By

Disposition

\_\_\_ Approved

Sheila Eslinger HR/Risk Mgr.

10-21-2015

\_\_\_ Approved with modifications

Name

Department

Date

\_\_\_ Needs follow up information

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BOCC Chairman

Date

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Additional Requirements to Proposal

\_\_\_ Modification

\_\_\_ Follow Up

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11:15

**COUNTY CORONER**

**Richard Greenwood**

- a) Continuation of workshop/discussion  
re request for addition of full-time deputy  
coroner position and funding for same
- b) Possible discussion/decision re: above  
request

11:30

**COUNTY COMMISSIONERS**

- a) Presentation by representatives of the City of Walla Walla re: proposed Walla Walla Emergency Services Communication Center (WESCOM) Master Agreement
- b) Possible discussion/decision re: above
- c) Miscellaneous or unfinished business to come before the Board

12:00      **Recess**

1:30      **COUNTY COMMISSIONERS**

- a) 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.*