

# AGENDA

## WALLA WALLA COUNTY BOARD OF COMMISSIONERS

MONDAY, OCTOBER 5, 2015

9:30

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) Declarations re: conflict of interest
- c) Pledge of Allegiance
- d) Public comment period (time limitations may be imposed)
- e) Introduction of new county employees and presentations  
(this is scheduled for the first meeting of each month)

**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.*

f) **Action Agenda Items:**

- 1) Review submitted Employee  
Payroll Action Forms

g) **Consent Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Minutes  
of County Commissioners' proceedings  
for September 28 and 29, 2015
- 2) Resolution \_\_\_\_\_ - Setting a  
public hearing to consider an ordinance  
exempting certain county-owned vehicles  
from statutory requirements of marking  
same
- 3) Resolution \_\_\_\_\_ - Proclamation  
in recognition of the Walla Walla Italian  
Heritage Association's Celebration
- 4) Resolution \_\_\_\_\_ - Proclaiming  
October, 2015 as Domestic Violence  
Awareness Month

pg 2

pgs 3-4

pgs 5-6

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

IN THE MATTER OF SETTING A  
PUBLIC HEARING TO CONSIDER AN  
ORDINANCE EXEMPTING CERTAIN  
COUNTY-OWNED VEHICLES FROM  
STATUTORY REQUIREMENTS OF  
MARKING SAME

RESOLUTION NO.

**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 above requirement does not apply to vehicles of a sheriff's office, local police department, or any vehicles used by local peace officers under public authority for special undercover or confidential investigative purposes; 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 has been determined that such exemptions must be updated and that an ordinance must be considered for same; and

**WHEREAS**, it is necessary to hold a public hearing to consider adoption of such an ordinance; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that a public hearing to receive testimony regarding adoption of an ordinance providing for exceptions to the marking requirements for certain county-owned vehicles shall be held on Monday, October 19, 2015 at the hour of 9:30 a.m., in the Commissioners' Chambers, Walla Walla County Public Health and Legislative Building, 314 West Main, Walla Walla, Washington.

*"Passed this **5th 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

2

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

IN THE MATTER OF A  
PROCLAMATION IN  
RECOGNITION OF THE  
WALLA WALLA ITALIAN  
HERITAGE ASSOCIATION'S  
CELEBRATION

RESOLUTION NO.

**WHEREAS**, the Walla Walla Italian Heritage Association was formed in 1986 to promote the heritage and culture of Italian Americans in the Walla Walla Valley; and

**WHEREAS**, acknowledgment is made regarding the contributions of local Association members and Italian Americans to Walla Walla County; and

**WHEREAS**, a celebration sponsored by the Walla Walla Italian Heritage Association in recognition of Italian Americans will be held in Walla Walla October 10, 2015, the week-end closest to Columbus Day, which in 2015 falls on October 12; and

**WHEREAS**, the Festa Dinner Celebration held on October 10, 2015 is the 30<sup>th</sup> Italian Heritage Association Dinner; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they shall sign a proclamation recognizing October 10, 2015 in honor of local Italian Americans and their Festa and other celebratory events.

*"Passed this **5th 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*

# PROCLAMATION

**WHEREAS**, many Italian-Americans observe Columbus Day as a celebration of their heritage; and

**WHEREAS**, the statue of Christopher Columbus that is currently located on the grounds (front lawn) of the Walla Walla County Courthouse was donated to the county by certain area Italian immigrants whose names are inscribed on the statue; and

**WHEREAS**, in January, 1986, the Walla Walla Italian Heritage Association was formed to promote the heritage and culture of Italian Americans in the Walla Walla Valley; and

**WHEREAS**, members of the Italian Heritage Association participate in a variety of community activities and have made a significant contribution to the quality of life in the Walla Walla Valley; and

**WHEREAS**, the 2015 Italian Heritage Association Celebration Festa will be held October 10, 2015, and along with booths, Italian pastries, information on Italian families who located in the Walla Walla Valley, and other amenities, the 30<sup>th</sup> annual Festa Dinner will be held; and

**WHEREAS**, the Board of County Commissioners wishes to recognize and honor these early immigrants and their families, many of whom whose succeeding generations have remained in the Walla Walla Valley and have made countless contributions to county history, and who initiated two of the area's most successful and recognized crops and related industries - the Walla Walla Sweet Onions and wine grapes; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do recognize

## ***October 10, 2015 in honor of the Italian Heritage Association Celebration Festa***

in Walla Walla County, and ask all county citizens to join in the festivities and in recognizing and honoring the contributions of our Italian American residents.

*"Passed this **5th 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*



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

IN THE MATTER OF  
PROCLAIMING OCTOBER,  
2015 AS DOMESTIC  
VIOLENCE AWARENESS  
MONTH

RESOLUTION NO.

**WHEREAS**, domestic violence affects more than 12 million people in the United States each year; and

**WHEREAS**, one in four women in America will experience domestic violence; and

**WHEREAS**, domestic violence impacts citizens throughout Walla Walla County, as well affecting family and community health and vitality; and

**WHEREAS**, the Walla Walla YWCA and other organizations help provide access to safety for people escaping domestic violence; and

**WHEREAS**, it is important to increase awareness in communities that domestic violence continues to be a problem impacting many and needs to be stopped; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby recognize the importance of increasing awareness of the impacts of domestic violence, and shall proclaim October, 2015 as Domestic Violence Awareness Month in Walla Walla County.

*"Passed this 5th 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*

# PROCLAMATION

**WHEREAS**, October is Domestic Violence Awareness Month, a time for communities to come together and build awareness and a movement towards safe and healthy relationships for all individuals and families; and

**WHEREAS**, domestic violence affects more than 12 million people in the United States each year, and one in four women in America will experience domestic violence; and

**WHEREAS**, domestic violence impacts citizens throughout Walla Walla County, affecting family and community health and vitality, and thrives when we are silent; and

**WHEREAS**, victims should have help to find the compassion, comfort, and healing they need, as well as access to supportive services so they can escape the cycle of abuse, and domestic abusers should be punished to the full extent of the law; and

**WHEREAS**, we support all those who have been affected by this terrible crime, and recognize the individuals and groups who have stepped forward to break the cycle of violence and work towards putting an end to domestic violence in America, and

**WHEREAS**, the Walla Walla YWCA and other organizations help provide access to safety for people escaping domestic violence, and has helped hundreds of domestic violence and sexual assault clients; and

**WHEREAS**, it is important to increase awareness in communities that domestic violence continues to be a problem impacting many and needs to be stopped; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they recognize the importance of increasing awareness of the impacts of domestic violence, and do hereby proclaim

## OCTOBER, 2015 as DOMESTIC VIOLENCE AWARENESS MONTH

in Walla Walla County, and ask all citizens to help raise awareness about domestic violence and join in and support local efforts to end this terrible problem and assist victims of these crimes, because there is only one way to end domestic violence: together.

*"Passed this 5th 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

6

**COUNTY COMMISSIONERS (continued)**

**g) Consent Agenda Items (continued):**

- 5) County warrants as follows: 4039260 through 4039275, totaling \$80,005.86 (payroll draws dated September 15, 2015); 4039474 through 4039519, totaling \$800,507.71 (September payroll); and 4167765 through 4167797, totaling \$879,616.39 (benefits and deductions)
- 6) Payroll action and other forms requiring Board approval

**h) Action Agenda Items:**

- 1) Proposal 2015 10-05 COMM  
Approval of use of Courthouse lawn on October 21, 2015 by YWCA to raise awareness of domestic violence
- i) Miscellaneous business to come before the Board
- j) Review reports and correspondence; hear committee and meeting reports
- k) Review of constituent concerns/possible updates re: past concerns

pgs 8-9



# MEMO

Date: 10/2/14

Proposal ID. 2015 10-05 COM

To: BOCC

From: Diane Harris

Intent – Decision Signature

Topic – YWCA of Walla Walla Use of Courthouse Lawn October 21, 2015

## Summary

Allow the YWCA of Walla Walla to use the courthouse lawn for the 6<sup>th</sup> annual Walk a Mile in Her Shoes for Domestic Violence Awareness Month. The march will begin at Heritage Park and travel to the Courthouse Lawn.

## Cost

N/A

## Funding

N/A

## Alternatives Considered

N/A

## Acquisition Method

N/A

## Security

N/A

## Access

## Risk

## Benefits

## Conclusion/Recommendation

Recommend that BOCC grant authority for YWCA of Walla Walla to use the Courthouse lawn on Thursday, October 21, 2015 from noon to 1:30 p.m.

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Submitted By

Disposition

Diane Harris, 10/2/15 Commissioners' Office

\_\_\_ Approved

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Name      Department      Date

\_\_\_ Approved with modifications

\_\_\_ Needs follow up information

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Signature

\_\_\_ Denied

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BOCC Chairman

Date

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Additional Requirements to Proposal

\_\_\_ Modification

\_\_\_ Follow Up

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**a) Action Agenda Items:**

- 1) Proposal 2015 10-05 DCH-1  
Approval to move forward with  
Community Health personnel,  
program and budget changes  
for 2016
- 2) Proposal 2015 10-05 DCH-2  
Approval of waiver of 2015  
Mobile Food Facility Permit  
Fee (Walla Walla Shaved Ice)
- 3) Proposal 2015 10-05 DCH-3  
Approval of application to the  
Washington State Department  
of Commerce, Consolidated  
Homeless Housing Grant for  
funding of homeless and housing  
assistance to residents of Walla  
Walla County in 2016-2017

pgs 11-13

pgs 14-16

pgs 17-22

**b) Department update and miscellaneous**





# MEMO

Date: September 28, 2015

Proposal ID: 2015 10-05 DHC-1

To: BOCC

From: Harvey R. Crowder, DVM, MS  
Director, Community Health

Intent – Board of County Commissioners Approval

Topic – Community Health Personnel, Program and Budget Changes

## **Summary**

Department of Community Health (DCH) public health contracts and fees for population health activities have steadily decreased over time, discretionary funding from the State of Washington has actually decreased over the last seven years, and Current Expense funding from the County has increased but has not kept up with inflation. In the execution of the 2015 budget and the projecting of the 2016 budget we believe that unless we make major changes to programs and how funds are allocated between the Public Health Fund 112 and the Human Services Fund 119 we will have a shortfall in the 112 Fund of more than \$580,000 in FY16. We believe we will be able to fully fund our 2015 budget using some reserve funds along with making some crucial program and spending decisions.

## **Cost**

Detailed analysis is shown in the attached spreadsheet, Attachment 1.

## **Funding**

Contracts, Fees, Washington Local Capacity Funds, Current Expense

## **Alternatives Considered**

1. Closure of the immunization, tuberculosis, sexually transmitted infection, travel clinics thus laying off two administrative and one nursing staff (2.5 FTE); moving all of the former Human Services staff and one half of the Director and Financial Manager funding to the 119 budget. That results in a shortfall of approximately \$209,541 in the 112 budget. See attached organizational chart, Attachment 2 for funding and personnel impacts and spreadsheet for financial details. See

Attachment 3 to demonstrate the declining revenue and usage of our clinic services.

2. Option 1 plus operating the Department on a 35-hour week schedule resulting in a \$181,803 shortfall in the 112 budget.
3. Option 2 plus one furlough day per month results in a balanced budget.

#### **Acquisition Method**

N/A

#### **Security**

N/A

#### **Access**

N/A

#### **Risk**

1. Option 1. Limits the availability of tuberculosis and sexually transmitted infection treatment and immunizations, either for routine or travel immunizations, in the community, especially for the uninsured. Requires additional monetary support from an unknown source. Places additional strain on the Fund 119 budget. Damages employee morale.
2. Option 2. The risks in Option 1 plus limits the availability of public access to DCH staff and may increase staff overtime costs.
3. Option 3. Risks of Options 1 and 2 further limiting public access to DCH staff

#### **Benefits**

1. Option 1. Clinic services are available in the community except for travel immunizations and counseling. Reduces the deficit.
2. Option 2. Further reduces the deficit. Does not reduce employee benefits.
3. Option 3. Further reduces the deficit. Does not reduce employee benefits.

#### **Conclusion/Recommendation**

At this time recommend Option 3. There are no easy choices in this situation. There is a state-wide structural problem of public funding for the mandated but unfunded public health programs. We believe the best option for 2016 is Option 3. We will receive some relief in September 2016 with the retirement of one of our finance staff and we may not have to furlough in 2017. We will continue to evaluate the situation for ending fund balances and contract funding but at this time we see no alternative but to close our clinic, reduce our overall hours, and institute furloughs through 2016.

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Submitted By

Disposition

Crowder / Community Health / 28 Sep 15

☐ Approved

Name      Department      Date

☐ Approved with modifications

☐ Needs follow up information

Name      Department      Date

☐ Denied

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BOCC Chairman

Date

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Additional Requirements to Proposal

☐ Modification

☐ Follow Up

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# MEMO

Date: October 5, 2015

Proposal ID: 2015 10-05 DCH-2

To: BOCC

From: Harvey R. Crowder, DVM, MS  
Director, Community Health

Intent – BOCC Approval

Topic – Waiver of 2015 Mobile Food Facility Permit Fee

## **Summary**

Jeremy Gradwohl has asked for a waiver of his seasonal mobile facility permit and a waiver of the plan review fee for his mobile Walla Walla Shaved Ice unit (Attachment 1). Mr. Gradwohl acquired a bus that he wished to turn into a mobile shaved ice unit for events in the Walla Walla area. Because he had not obtained a Labor and Industry inspection of his vehicle and had not presented a plan for the layout and operation of his vehicle he was not eligible to obtain a permanent seasonal mobile permit of his vehicle; however, he was eligible to obtain temporary permits for each event as there are different facility requirements for temporary facilities than permanent facilities. (See the attached narrative for the details of this summer's events, Attachment 2.) Mr. Gradwohl's unit has now been inspected by L&I but he has yet to provide a plan for Department of Community Health to approve prior to the issuance of an annual permit.

## **Cost**

Mr. Gradwohl has paid over \$500 in temporary permits thus far this year. A seasonal permit for his mobile unit is \$150 and the plan review fee is \$70 per hour.

## **Funding**

N/A

## **Alternatives Considered**

1. Require Mr. Gradwohl to pay the full seasonal mobile unit fee of \$150 for the remainder of this year and the \$70 per hour plan review fee prior to issuance of a permit.
2. Waive the full seasonal permit fee but require the plan review fee to be paid.

3. Waive all fees  
for 2015 as long as a plan for review has been submitted, and any needed  
changes made, prior to issuance of a 2015 permit.

#### **Acquisition Method**

N/A

#### **Security**

N/A

#### **Access**

N/A

#### **Risk**

1. Requires Mr. Gradwohl to pay additional amounts of money for the limited amount of time a shaved ice unit will be useful in 2015. Discourages the establishment of other businesses such as this.
2. Requires Mr. Gradwohl to pay additional amounts of money for the limited amount of time a shaved ice unit will be useful in 2015 but sets a precedent for others to use should they approach the establishment of a business prior to meeting all of the requirements for a permanent food facility.
3. Sets a precedent for others to use should they approach the establishment of a business prior to meeting all of the requirements for a permanent food facility.

#### **Benefits**

1. Additional funding for our Environmental Public Health food program.
2. Offsets Mr. Gradwohl's costs while still supporting the amount of time it takes to perform a plan review.
3. Recognizes that Mr. Gradwohl's costs have already exceeded those for a seasonal permit and plan review.

#### **Conclusion/Recommendation**

Recommend the Board of County Commissioners waive the permit fee and plan review fee for Walla Walla Shaved Ice as long as Mr. Gradwohl submits a plan and completes the appropriate application process

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Submitted By

Disposition

Crowder / Community Health / 5 Oct 15

☐ Approved

Name          Department          Date

☐ Approved with modifications

☐ Needs follow up information

Name          Department          Date

☐ Denied

\_\_\_\_\_  
BOCC Chairman  
Date

\_\_\_\_\_  
Additional Requirements to Proposal

☐ Modification

☐ Follow Up

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# MEMO

Date: October 5, 2015

Proposal ID: 2015 10-05 DCH-3

To: BOCC

From: Harvey R. Crowder, Director, Dept. of Community Health

Intent – Program Funding

Topic

1. Name of Grant/Program: Consolidated Homeless Grant/Washington State Department of Commerce
2. New Grant ☐ Renewing Grant ☒ Term (# of years) 18 months
3. Is the grant unchanged, and does not require Current Expense funding?  
Yes ☒ No ☐ **(If YES, please skip to number 24)**
4. How will this grant benefit the county's citizens? The Consolidated Homeless Grant (CHG) provides resources to support an integrated system of housing assistance for people who are homeless or at risk of homelessness. These funds support the objectives identified in the County 5-Year Homeless Housing Plan.
5. Is this a program grant or an equipment grant? Program Grant
6. Is this a "one-time only grant" ☐ or is it renewable ☒? If renewable, how long is grant anticipated to last? Grant awards resulting from this application will cover the period January 1, 2016 through June 30, 2017.
7. If this is a new grant how will the grant support a current program OR how will the program change? N/A
8. Does this grant require up front funds? Yes ☐ No ☒ If **YES**, what is the source of the up-front funds needed to cover costs prior to initial and continuing reimbursements being received?
9. How many employees (new or current) will be paid by the grant?  
New \_\_\_\_\_ Current Portion of 1.0 FTE Homeless Program Coordinator, portion of 1.0 FTE Human Services/Contracts Manager and administrative support services staff to support work specific to the grant.

10. If this grant requires new hire(s) and grant ends, how will unemployment costs be funded? N/A
11. Will the grant require matching funds; i.e., in-kind, cash, Employment Security, Social Security, FICA, PERS, etc? Yes ☐ No ☒ If **YES**, what?
12. Would the grant allow for an annual COLA in salary, increase in medical insurance premiums or increases in any personnel benefits? Yes ☒ No ☐
13. What fund would support a cash match (if required)?
14. If required what is the **TOTAL** cost of the match over the life of the grant?
15. What fund would support the administration of the grant? Administration costs are allowed at a budget item in the grant. Additional administration funding is available if needed through the County Homeless Housing Fund generated from local document recording fees.
16. Will the grant allow for the County cost allocation plan to be funded?  
Yes ☒ No ☐
17. Would the grant require the county to provide office space and/or additional equipment to administer the program? Yes ☒ No ☐ If **YES**, what are the requirements? Office space for county staff to administer the grant and perform functions of the grant specific to county planning regarding homelessness.
18. Would the program require use of a county vehicle or personal vehicle?  
Yes ☒ No ☐ If **YES**, would the grant provide for the cost of the automobile and/or liability insurance? Yes ☒ No ☐
19. Would the grant require activities by other county offices/departments? (i.e. legal review, technology services assistance, new BARS numbers.) Yes ☐ No ☒  
If **YES**, what activities?
20. Would acceptance and completion of the grant project in any way OBLIGATE the County to create/enact new ordinance or policies? Yes ☐ No ☒ If **YES**, what obligations?
21. Does this grant project include any activities that may fall outside the county's standard policies (personnel policies on travel, hours of work, training required, reimbursement for meeting refreshments, paying for meeting space, etc.?)  
Yes ☐ No ☒
22. Will outside consultants be solicited to work on the grant and if so, is a process in place for appropriate selection and oversight of consultant activities?

Yes ☐ No ☒ If **YES**, what is the funding source for consultant fees?

23. For a program grant, how would the program be funded after the grant expires? (It should be understood that once grant funding ends, either the program ceases OR the funding for the program needs to be absorbed within the department's or office's existing budget) **OR** justification must be provided that the program has been and will continue to save or benefit taxpayers. The funding for the Consolidated Homeless Grant is generated from a variety of sources and should those funding sources change or be eliminated, the funding and provision services would be reduced as well.

24. Please attach to this proposal a synopsis of the grant or a copy of the fact sheet.

**Please see Attached**

25. **Please feel free to submit additional information as needed.**

26. **Conclusion/Recommendation**

- a. Commissioners authorize County Community Health application to the Washington State Department of Commerce, Consolidated Homeless Housing Grant for funding of homeless and housing assistance to residents of Walla Walla County in 2016-2017.

Submitted By	Disposition
Harvey R. Crowder, Community Health 10/5/15	_____ Approved
Name          Department          Date	_____ Approved with modifications
	_____ Needs follow up information
Name          Department          Date	_____ Denied
	_____
	BOCC Chairman
	Date

Additional Requirements to Proposal

\_\_\_ Modification

\_\_\_ Follow Up

Copies to:    1) Requesting Office/Department  
                  2) Susan Dombrosky, Auditor's office  
                  3) Commissioners' File

Summary documentation from the Department of Commerce re: Consolidated Homeless Grant

The application for the upcoming Consolidated Homeless Grant cycle that begins on January 1, 2016 is attached to this message. Also attached is a policy memo outlining policy changes that will be in effect with the new contract next year. The upcoming contract is for 18 months, ending June 30, 2017.

This application contains significant policy changes for the Consolidated Homeless Grant. The initial draft changes were developed over the course of year and released in July for comment, and we were pleased to have received so many thoughtfully written comments, and engaging discussions. You will find the new policies in the attached memo.

Below are a few important notes to consider before starting the application.

#### **Budget Categories and the For Profit requirement**

Commerce streamlined the grant with fewer budget categories for this cycle. The "For-Profit Requirement" is 36 percent.

#### **Budget/Allocation**

Changes that may impact how you budget the funds:

1. The *Data Collection/Evaluation/Planning* budget category is eliminated. Those costs can be charged to *Operations*.
2. WSQA expenses can be charged to *Admin*.
3. "Flex Funding" is allowed; see a description in the Policy Memo. Those costs can be charged to *Operations*.
4. *HEN Essential Needs* can be charged to *HEN Operations*.
5. "Permanent Supportive Housing" is allowed; see a description in the Policy Memo. Those costs can be billed to any CHG base funding budget lines.
6. In order to streamline budgets for smaller communities, Commerce made fund switches for counties receiving less than \$6,000 in *HEN* and *TANF Rent Assistance* categories. These counties still receive the same amount of funds, except now all of the dollars are allocated in the *CHG Standard* category. Expectations to assist HEN and TANF eligible clients remain the same.

#### **Application Due Date**

The application is due to me and Kathy Kinard by email September 30, 2015 by 5:00pm.

Jeff Spring

Consolidated Homeless Grant Program Manager

Washington State Dept. of Commerce

[jeff.spring@commerce.wa.gov](mailto:jeff.spring@commerce.wa.gov)

Phone: 360.725.2991 | Fax: 360.586-5880 | Hours: Monday-Thursday 8:00-6:30

Assistance is available on Fridays by contacting Lori Salzer at [lori.salzer@commerce.wa.gov](mailto:lori.salzer@commerce.wa.gov)

The Consolidated Homeless Grant (CHG) provides resources to support an integrated system of housing assistance for people who are homeless or at risk of homelessness.

***Fund Sources:***

Washington State Home Security Fund, Affordable Housing for All Fund, the Transitional Housing Operating and Rent Account, State General Funds, and the Homeless Housing Program authorized by RCW 43.185C.

Commerce reserves the right to reduce or redistribute an allocation if insufficient information is provided in the application, ineligible activities are proposed, or if a grantee lacks demonstrated capacity to administer the grant. Preparation of an application does not guarantee that applicants will receive funds.

***Funding Categories:***

There are three categories of CHG funding: base, assistance for TANF households, and assistance for HEN households. Performance Funding earned from July 1, 2014 - June 30, 2015 will be added to the budget before the grant is executed.

***Grant Activities and Requirements:***

See the *CHG Guidelines* for details on allowable activities, and administrative and system requirements. Also included with the application email are changes to policies that could inform your decisions on how you prepare a budget.

***Grant Period:***

Grant awards resulting from this application will cover the period January 1, 2016 through June 30, 2017.

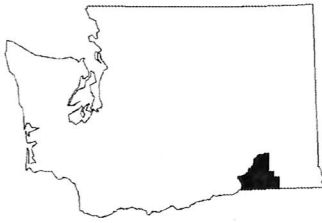


10:00

COMMUNITY DEVELOPMENT DEPARTMENT

Tom Glover

- a) Department update and miscellaneous pgs 24-25



# WALLA WALLA COUNTY

Community Development Department

310 W. Poplar, Suite 200 • Walla Walla, WA 99362-2865

To: Board of County Commissioners  
From: Tom Glover, Community Development Director  
Date: October 5, 2015

## **2015 Comprehensive Plan & Code Amendment Cycle**

- Workshop with Planning Commission scheduled for Oct. 7<sup>th</sup>.

## **Planning Commission**

- Next Meeting: October 7<sup>th</sup> – Workshop: initial review of *DRAFT* regulations for Wedding & Event Centers.

## **Hearing Examiner – Sharon Rice, H.E.**

- Next meeting: Oct. 12<sup>th</sup>
  - Appeal of NOV & Order – LaGranja Farms/Hansen – recreational MJ.
  - Development Agreement – Port of Walla Walla/Burbank Ind. Park.

## **Personnel Issues**

- Working with HR to review/analyze some position descriptions w/in the department for possible modification.

## **Other Planning Items**

- Received notification from City of WW regarding its intent to annex 71 acres w/in UGA located north of Hwy 12 & west of Lower Waitsburg Rd.
- Voluntary Stewardship Program: webinar on Aug. 21<sup>st</sup>. Funding is available for all counties that opted into the program. Will have to coordinate with local agencies to develop an action plan (a lead agency needs to be determined).  
*Awaiting draft agreement from SCC – via Ron Schultz.*

## **Building Inspection/Construction Review**

- Permits issued Jan. 1 – Sep. 30, 2015:
  - 44 new single family residential homes
    - Valuation at \$12,100,900
    - Fees collected \$157,499
  - 400 Building/construction permits, all:
    - Valuation at \$20,948,458
    - Fees collected \$325,734

### Code Compliance Cases

- Burn Permits issued Jan. 1 – Sep. 30:
  - \$19,440 fees collected (@ \$30 each) = 648 permits issued.
- Nina and I joined a discussion with representatives from the State Dept. of Ecology (DOE), the County Health Dept. and City of WW staff regarding the Solid Waste Enforcement Grant (SWE). Of concern was the applicant status of the grant: DOE wanted to know why the City has been applying for the grant, and not the County Health Dept. as required by statute.
- Resolved: moving forward, City Public Works Dept. no wants to manage the grant, and City is interested in transferring that responsibility back to the County. Meeting next week to identify tasks required to make that happen. Likely the responsibility will go to the Health Dept., but we in turn may need an internal agreement allowing our Code Compliance Officer to continue participating in the grant.

### Other Stuff:

- Attendance at:
  - Annual conference of state-wide Planning Directors held in Chelan Sept. 9<sup>th</sup> – 11<sup>th</sup>.
  - Bi-monthly meeting of the Port's **EDAC** held at the Walla Walla Regional Airport on Sept. 22<sup>nd</sup>.
  - Port of WW's dedication ceremony for Phase I utilities, Burbank Business Park, on Sept. 23<sup>rd</sup>.
  - Short Course on local planning, Oct. 5<sup>th</sup>.
- State Auditor's Office has not yet completed the audit of the WWJCDA. Awaiting response from SAO on timing for completion. **But we have been receiving bills from the SAO ....**
- Draft 2016 department budget is completed, awaiting feedback/review.
- Fall department newsletter has been issued.

10:15

WSU EXTENSION OFFICE

Debbie Williams

a) Extension office update and miscellaneous

pgs 27-32

**Walla Walla County Extension  
October 05, 2015**

**10:15 a.m.**

Update WSU/Walla Walla County Extension

4-H Program

Food \$ense Program

Agriculture Program

Master Gardeners

County Budget 2015

County Budget 2014

Hort Board Update

Fairgrounds Manager Position

**Schedule:**

October 15-18 WSU 4-H Leaders Forum, Everett

October 24-30 – NAE4HA (National 4-H) Conference, Portland

November 17-20 – WSAC/Extension Conference, Skamania Lodge

**4-H Achievement Night**

**Sunday, November 15 at 5 p.m., Fairgrounds Community Center**

**WSU Extension Office – Walla Walla County  
October 2015 Update**

**WSU Extension Updates**

Youth –

4-H Demonstrations: 99 4-H youth gave presentations in April and 88 in May at the Extension Office. These are a part of fair but are held in April and May because of the large participation.

Summer Youth Programs: Beginning Quilt Camp and Advanced Quilt Camp, Challenger Horse Camp, Dog Obedience, and summer sessions (Science and Creative Arts) are being provided for area youth. Melanie has a joint program with WWPS Science Camp.

Fair: Pre-fair events started with Fashion Review, Food & Clothing Judging, Dog Agility, Cat Show, and Colt Training. 4-H was well represented at Fair with some areas increasing and some decreasing. State Fair participation from Walla Walla County was good with the addition of a 4-H Livestock Judging Team that placed 4<sup>th</sup> in State. Youth at Fair seemed to do very well and youth had a great time. We did get quite a few more complaints again this year from parents and a few leaders to work through. I have contacted the 4-H State Project Leader and the 4-H State Coordinator for more clarification and direction. Overall most youth had a great experience and were rewarded for the efforts they put in through the year.

4-H Achievement Night will be held Sunday, November 15 at 5 p.m. at the Fairgrounds Community Center. Youth are turning in Record Books this week and award applications are due. Please join us to recognize our outstanding youth and leaders.

Teen Leadership: Walla Walla County 4-H teens participated in the WSU 4-H Teen Rally at Camp Wooten last weekend. We will hold Teen Rally in Walla Walla County in 2017. Leaders Council provides scholarships for 80% of registrations costs.

I will be presenting a program at the National 4-H meetings later this month on providing Mapping, Geocaching and Orienteering Program to 4-H Teens. We hope to increase 4-H projects including Science, Technology, Engineering and Math (STEM) throughout the nation.

Family/Community

Food \$ense – Our preliminary figure for the Food \$ense money coming from USDA for 2015-2016 will be about \$155,028 and will include Asotin, Columbia, Benton and Franklin Counties. Walla Walla County Extension Food \$ense program been serving our community utilizing County support, Federal dollars, and in-kind match since the start up in 2004. We have reached more than 30,000 youth and their families. The WSU Food \$ense program goal is to impact family nutritional habits at home through nutrition education to kids in the classroom. Franklin County efforts have reached more than 6000 youth.

Meike Johnson, Food \$ense Coordinator and her staff are gearing up to partner with schools, food banks, and other entities serving low-income clientele for another year (fiscal year October – September).



### Agriculture Programs

Wayne Thompson is planning four lecture programs this winter. A pesticide credit program on November 5 and two in December (8 & 10). On January 14<sup>th</sup> the Cereal Seminar will be held. The 2015 crop tour season this summer provided opportunities to view field trials and interact with Washington State University personnel and others about cereal varieties and crop management practices. Cereal breeders, extension agronomists, plant pathologists, and other scientists will be presented information at various events.

### Master Gardeners/Master Food Preservers

Master Gardeners have completed their year at the Farmers Market on Saturdays. They will continue Office Clinics until October 15. Master Gardeners have put more than 500 volunteer hours this year (and each year since 2004). This year has been especially busy with hot weather issues.

New Master Food Preserver, Kitty Haney has joined our volunteer program to help local residence safely preserve food. Both Kitty and Extension Coordinator Becky Green have taken training in Tri-Cities to provide information and classes to the community.

### **2016 County Budget**

#### Memoranda of Agreement for 2016 (*Discussion or Resolution as the Board wishes*)

The annual agreement with WSU needs to be agreed upon to estimate the Professional Services part of the County budget. WSU provides all Extension services including specialists from around the state plus the local staff. I would like to get the MOA for 2016 approved at \$83,123 (\$78,911 in 2015) so that I can include these figures in my 2016 budget. The figures have increased \$4,212 (5.3%) total from 2015. Changes are County Director (Williams) \$22,877 to \$24,547, Extension Educator (Thompson) \$20,034 to \$21,136, and 4-H Coordinator (Owens) \$36,000 to \$37,440. WSU covers annual benefits and the remaining salary for these positions.

### **2015 County Budget**

On track with 2015 Budget for this year.

### **Hort Board – Apple Maggot**

Marmorated Stinkbug situation. Four Entomologists from WSU, WSDA, and USDA-ARS searched Walla Walla County for Brown Marmorated Stinkbugs to explore where the insects reproduce and what they feed on. I am working with this taskforce to help with the situation.

Apple Maggot situation. The Hort Board will continue to reimburse \$150/tree removed in specific areas. Last year a second grant was acquired from the Apple Maggot Working Group through WSDA in the amount of \$3,000. They contracted with homeowners in the "apple maggot hit" areas and reimbursed \$150/tree removed, a total of \$1250 was spent.

### **Schedule:**

October 15-18 WSU 4-H Leaders Forum, Everett

October 24-30 – NAE4HA (National 4-H) Conference, Portland

November 17-20 – WSAC/Extension Conference, Skamania Lodge

# WASHINGTON STATE UNIVERSITY



WALLA WALLA COUNTY EXTENSION

## MEMORANDUM OF AGREEMENT

Between

WASHINGTON STATE UNIVERSITY EXTENSION

And

Walla Walla County

### APPENDIX A

The following funds will be provided under this Memorandum of Agreement for the period January 1, 2016 through December 31, 2016 to provide an extension program.

TOTAL \$ 83,123

\_\_\_\_\_  
Richard T. Koenig      Date  
Associate Dean and Director  
WSU Extension

\_\_\_\_\_  
County Commissioners      Date

\_\_\_\_\_  
Daniel G. Nordquist      Date  
AVPRA/Director  
Office of Grant & Research Development

328 W. Poplar Street, Walla Walla, WA 99362  
509-524-2685 • Fax: 509-524-2695 • TDD 1-800-833-6388

Cooperating agencies: Washington State University, U.S. Department of Agriculture, and Walla Walla County. Extension programs and employment are available to all without discrimination. Evidence of noncompliance may be reported through your local Extension office.

May 1, 2015

30

### Minimum County Contributions Toward Extension Programs for 2016

		COUNTY DIRECTOR	COUNTY FACULTY
		Suggested Minimum 2016	Suggested Minimum 2016
County	2014 Est. Total Population		
		P = .36	
KING	2,017,250	29,457	25,364
PIERCE	821,300	29,457	25,364
SNOHOMISH	741,000	29,457	25,364
SPOKANE	484,500	29,457	25,364
CLARK	442,800	29,457	25,364
		P = .34	
THURSTON	264,000	27,820	23,955
KITSAP	255,900	27,820	23,955
YAKIMA	248,800	27,820	23,955
WHATCOM	207,600	27,820	23,955
BENTON	186,500	27,820	23,955
		P = .32	
SKAGIT	119,500	26,184	22,545
COWLITZ	103,700	26,184	22,545
		P = .30	
GRANT	92,900	24,547	21,136
FRANKLIN	86,600	24,547	21,136
ISLAND	80,000	24,547	21,136
LEWIS	76,300	24,547	21,136
CHELAN	74,300	24,547	21,136
GRAYS HARBOR	73,300	24,547	21,136
CLALLAM	72,500	24,547	21,136
MASON	62,000	24,547	21,136
WALLA WALLA	60,150	24,547	21,136
WHITMAN	46,500	24,547	21,136
STEVENS	43,900	24,547	21,136
		P = .28	
KITTITAS	42,100	22,911	19,727
OKANOGAN	41,700	22,911	19,727
DOUGLAS	39,700	22,911	19,727
JEFFERSON	30,700	22,911	19,727
ASOTIN	21,950	22,911	19,727
PACIFIC	21,100	22,911	19,727
KLICKITAT	20,850	22,911	19,727

### Minimum County Contributions Toward Extension Programs for 2016

		COUNTY DIRECTOR	COUNTY FACULTY
		Suggested Minimum 2016	Suggested Minimum 2016
County	2014 Est. Total Population		
		P = .26	
ADAMS	19,400	21,274	18,318
SAN JUAN	16,100	21,274	18,318
		P = .24	
PEND OREILLE	13,210	19,638	16,909
SKAMANIA	11,370	19,638	16,909
LINCOLN	10,700	19,638	16,909
FERRY	7,660	19,638	16,909
COLUMBIA	4,080	19,638	16,909
WAHKIAKUM	4,010	19,638	16,909
GARFIELD	2,240	19,638	16,909

10:30

PUBLIC WORKS DEPARTMENT

Randy Glaeser

a) **Public Hearing:**

- 1) To consider declaring certain equipment and miscellaneous used parts as surplus

b) **Action Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Declaring certain equipment and miscellaneous used parts as surplus

pg 34-35

c) **Consent Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Signing a Personal Property Auction Sale Agreement with Booker Auction Company

pg 36

d) Department update and miscellaneous

pg 37

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

IN THE MATTER OF  
DECLARING CERTAIN  
EQUIPMENT AND  
MISCELLANEOUS USED  
PARTS AS SURPLUS



RESOLUTION NO.

**WHEREAS**, the Board of Walla Walla County Commissioners, in accordance with Chapter 36.34 of the Revised Code of Washington, has the authority to sell certain equipment and miscellaneous used parts once declared surplus; and

**WHEREAS**, a public hearing determining the advisability of surplusizing certain equipment and miscellaneous used parts was held on October 5<sup>th</sup>, 2015; and

**WHEREAS**, it is in the best interest of the public to declare surplus and dispose of the equipment and miscellaneous used parts listed on Attachment "A", which by this reference is made a part hereof; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that said equipment and miscellaneous used parts are declared surplus.

**BE IT FURTHER RESOLVED** that the Public Works Department be directed to coordinate sale of said items, and publish notice of such sale as prescribed, which notice will set forth equipment and miscellaneous used parts to be sold, as listed in Attachment "A", together with the time and place of said sale.

Passed this 5<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

*Attachment "A"*

*Surplus Equipment - October 2015*

#638 - 2002, Chevrolet, Tahoe SUV 4X4, VIN 1GNEK13Z22J326189 License 66141C

#648 - 2007, Sedan, Toyota Prius, VIN JTDKB20UX77622494 License 82031C

#1105 - 1988, Pickup, Chevrolet, VIN 1GCGC34J1JE206684 License C49706

#1194 - 1997, Trailer, Bottom Dump, License 44498C

#1272 - 1984, Loader, Athey 7-12D, VIN 703513K

#1334 - 2007, Sedan, Ford Escape Hybrid, VIN 1FMYU59H87KA34338 License 79899C

Tool Box, Grader Bits (John Deere), Geo-Textile and Erosion Blanket Rolls, Chairs,  
Slip Tank (3)

Miscellaneous used parts and used tools

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

IN THE MATTER OF SIGNING AN  
AUCTION SALE AGREEMENT  
WITH BOOKER AUCTION  
COMPANY

}

RESOLUTION NO.

**WHEREAS**, certain county equipment and miscellaneous used parts have been declared surplus and it is proposed to dispose of said items by way of a public consignment auction; and

**WHEREAS**, Walla Walla County wishes to enter into an Auction Sale Agreement with Booker Auction Company to conduct the auction; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that pursuant to RCW 36.34, Booker Auction Company shall conduct the sale of said surplus County property at an auction open to the public, Saturday, November 7<sup>th</sup>, 2015 in Eltopia, Washington.

**BE IT FURTHER RESOLVED** that, in accordance with RCW 36.34, the County Public Works Department, as the County Treasurer's designee, shall be instructed to prepare and post a "Notice of Sale" for said property.

Passed this 5<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

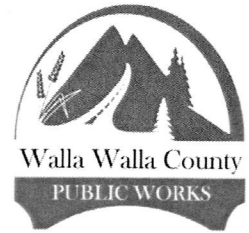
\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

\_\_\_\_\_  
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: 1 October 2015

Re: Director's Report for the Week of 28 September 2015

**Board Action: 5 October 2015**

**Hearings:**

**In the Matter of Declaring Certain Equipment and Miscellaneous Supplies Surplus Resolutions:**

**In the Matter of Declaring Certain Equipment and Miscellaneous Supplies Surplus  
In the Matter Signing an Auction Sale Agreement with Booker Auction Company**

**ENGINEERING:**

- Bussell Road: Paving and shouldering complete.
- Mill Creek Road FH: USFWS has not yet started their review.
- Frog Hollow & Lower Dry Creek: Complete.
- Blue Creek Bridge: Survey complete.
- Miscellaneous: Bridge inspections complete. Currently processing the inspection reports in Bridgeworks.

**MAINTENANCE:**

- Mill Creek inspection with Corps of Engineers staff.
- Crews conducting routine maintenance.

**ADMINISTRATION:**

- Conducted crew meetings.
- Mill Creek Tour (downtown portion) with General Spellmon
- Performance evaluations complete.

10:45

**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))

11:00

HUMAN RESOURCES/RISK MANAGER

Sheila Eslinger

- 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))

11:15

**COUNTY CORRECTIONS DEPARTMENT**

**Mike Bates**

- a) Department update and miscellaneous

**11:30 COUNTY COMMISSIONERS**

- a) 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.*