

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 17, 2016

9:30

COUNTY COMMISSIONERS

Chairman Johnson

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)

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.*

- e) **Action Agenda Items:**
 - 1) Review submitted Employee Payroll Action Forms
- f) **Consent Agenda Items:**
 - 1) Resolution _____ - Minutes of County Commissioners' proceedings for October 10 and 11, 2016
 - 2) Resolution _____ - Approving out of state travel for County Commissioner James K. Johnson
 - 3) Resolution _____ - Setting a date of public hearing to consider amendments to the 2016 Walla Walla County Budget
 - 4) County voucher/warrants/electronic payments as follows: 4179462 in the amount of \$23,469.84 (draw taxes)
 - 5) Payroll action and other forms requiring Board approval
- 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 is travelling 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 17 through 19, 2016; and

WHEREAS, although the matter was discussed during open public meetings of the Board and approved by consensus, inadvertently approval was not formalized; and

WHEREAS, pursuant to County policy, an Employee Travel Authorization form has been submitted; 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 17th day of October, 2016 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

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

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 SETTING A
DATE OF PUBLIC HEARING TO
CONSIDER AMENDMENTS TO
THE 2016 WALLA WALLA
COUNTY BUDGET



RESOLUTION NO.

WHEREAS, subsequent to the establishment of the budgets and adoption of the 2016 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, October 31, 2016 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 2016 budget as follows:

FUND 010 – CURRENT EXPENSE

Revenue	\$51,960.00
Expenditures	\$51,960.00

FUND 10300 – EMERGENCY MANAGEMENT

Revenue	\$19,283.00
Expenditures	\$19,283.00

FUND 10500 – HOTEL/MOTEL TAX

(Net change - \$0)

FUND 11500 – COUNTY ROAD

Revenue	\$1,467,800.00
Expenditures	\$1,467,800.00

FUND 11800 – WALLA WALLA FAIR

Revenue	\$165,000.00
Expenditures	\$165,000.00

FUND 12300 – FAIRGROUNDS PROPERTIES

(Net change - \$0)

FUND 13500 – TRIAL COURT IMPROVEMENT

(Net change - \$0)

FUND 14600 – EMERGENCY MEDICAL SERVICES

Revenue	\$55,908.00
Expenditures	\$55,908.00

FUND 14600 – EMS TAXES

Revenue	\$133,792.00
Expenditures	\$133,792.00

FUND 19000 – JAIL INMATE WELFARE
(Net change - \$0)

FUND 31900 – HUMAN SERVICES CAPITAL PROJECTS
(003 – Community Service Center)

Revenue	\$29,146.00
Expenditures	\$29,146.00

FUND 50200 – EQUIPMENT RENTAL AND REVOLVING

Revenue	\$92,300.00
Expenditures	\$92,300.00

FUND 50600 – TECHNOLOGY SERVICES CAP. FUND
(Net change - \$0)

BE IT FURTHER RESOLVED that, upon further review of the 2016 Budget at the time of the above-referenced hearing, if other amendments are proposed and necessary for accounting purposes, those amendments will be made a part of the hearing without further advertising.

*“Passed this **17th day of October, 2016** 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

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

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

9:45

DEPARTMENT OF COMMUNITY HEALTH

Meghan DeBolt

a) Consent Agenda Items:

- 1) Resolution _____ - Appointing Designated Mental Health Professionals to perform detention and commitment duties (Douglas, Mendoza, Mirus, Ward)
- 2) Resolution _____ - Revocation of Designated Mental Health Professional Appointment (Current, Knapp, Shepley)

b) Action Agenda items:

- 1) Proposal 2016 10-17 DCH – 1
Approval to request renewal of grants for Access to Baby and Child Dentistry program with various foundations, trusts, and community support programs
- 2) Proposal 2016 10-17 DCH – 2
Approval to change Department of Community Health staff meeting date and time

c) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPOINTING
DESIGNATED MENTAL HEALTH
PROFESSIONALS TO PERFORM
DETENTION AND COMMITMENT
DUTIES (DOUGLAS, MENDOZA,
MIRUS, WARD)



RESOLUTION NO.

WHEREAS, Meghan DeBolt, Director, Walla Walla County Department of Community Health, has recommended Jonathan Douglas, Miguel Diego Mendoza, Matthew Mirus and Sarah Ward be designated as Designated Mental Health Professionals (DMHP) to perform the detention and commitment duties in accordance with RCW 71.05 for involuntary commitment of persons incapacitated by mental health and/or chemical dependency; now therefore

BE IT RESOLVED by this Board of Walla Walla County Commissioners that the above-named individuals be appointed as Designated Mental Health Professionals effective October 17, 2016.

Passed this 17th day of October, 2016 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

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

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 REVOCATION OF
DESIGNATED MENTAL HEALTH
PROFESSIONAL APPOINTMENT
(CURRENT, KNAPP, SHEPLEY)



RESOLUTION NO.

WHEREAS, the following persons were appointed as Designated Mental Health Professionals on the dates provided: Corren Current, appointed August 8, 2011; Sarah Grizzell Knapp, appointed December 10, 2012; and Chris Shepley, appointed July 23, 2002; and

WHEREAS, the above named individuals are no longer performing the detention and commitment duties in accordance with RCW 71.05 involuntary commitment of persons incapacitated by mental health and/or chemical dependency; now therefore

BE IT RESOLVED by this Board of Walla Walla County Commissioners that the above-named individuals appointment as Designated Mental Health Professionals is revoked effective on the date this resolution is signed.

*Passed this 17th day of **October, 2016** 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

James K. Johnson, Chairman, District 1

Perry L. Dozier, Commissioner, District 2

James L. Duncan, Commissioner, District 3

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



MEMO

Date: 8/02/2016

Proposal ID:2016 10-17 DCH-1

To: BOCC

From: Jodi Ferguson

Intent – Program Funding - 2017

Topic: **Funding for Dental Supplies and Coordinator from the Mary Garner Esary Trust; JL Stubblefield Trust; The Braden Foundation; Carrie Welch Trust; Columbia REA; Yancey Winans Trust; George Welch Trust; Art and Clara Bald Trust; Pacific Power Foundation; The Wells Trust and the Blue Mountain Community Foundation.**

1. Name of Grant/Program: **Access to Baby and Child Dentistry**
2. New Grant Renewing Grant Term (# of years) 1
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?
5. Is this a program grant or an equipment grant?
6. Is this a "one-time only grant" or is it renewable ? If renewable, how long is grant anticipated to last?
7. If this is a new grant how will the grant support a current program OR how will the program change?
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 _____
10. If this grant requires new hire(s) and grant ends, how will unemployment costs be funded?

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?
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?
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.

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

This grant follows the Mission statement of the Department of Community Health: to improve the quality of life for our community through disease prevention and public health protection programs.

This grant will assist in the continuation of the ABCD Program. We can continue to provide free oral health supplies to the families in our community this year. Supplies will be distributed at Health Fairs, Community Events, Helpline, Blue Ridge & Green Park HeadStarts, Children’s Home Society Early HeadStart, WWCDCH and Columbia County Health Department WIC programs.

Providing free dental supplies to the whole community is an opportunity to provide information regarding dentists who will accept the underserved populations.

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

26. **Conclusion/Recommendation**

Submitted By			Disposition
<hr/>			<input type="checkbox"/> Approved
Name	Department	Date	<input type="checkbox"/> Approved with modifications
<hr/>			<input type="checkbox"/> Needs follow up information
Name	Department	Date	<input type="checkbox"/> Denied
<hr/>			
			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



MEMO

Date: October 12, 2016

Proposal ID:2016 10-17 DCH-2

To: BOCC

From: Meghan DeBolt, MPH, MBA
Public Health Administrator

Intent – Inform the BOCC of the need to change Walla Walla County Department of Community Health Staff Meeting date and time

Topic – Staff Meeting and Office Closure

Summary

Currently DCH staff meetings are held the third Thursday from 8am to 9am. This time was best because the clinic was closed on Thursdays and the meeting would not disrupt scheduling.

Moving forward, management would like to change the date, time and duration of staff meetings. Thursdays are a common day of the week for travel and meetings throughout the County and State, thus several staff are unable to attend the meeting. It is critical we strive to find a time that will work for everyone, as staff meetings are not only a time to touch base and learn about programs, there are critical for team building and overall morale of the department.

The proposed date, time, and duration is: **3rd Tuesday from 10:30 am to 12:00pm**. The extended time will allow not only for program updates, but also for professional development and team building exercises.

Cost

N/A

Funding

None required

Alternatives Considered

N/A

Acquisition Method

N/A

Security

N/A

Access

N/A

Risk

N/A

Benefits

N/A

Conclusion/Recommendation

Thank you for your consideration.

Submitted By			Disposition
Meghan DeBolt	DCH	10/12/16	<input type="checkbox"/> Approved
Name	Department	Date	<input type="checkbox"/> Approved with modifications
<hr/>			<input type="checkbox"/> Needs follow up information
Name	Department	Date	<input type="checkbox"/> Denied

BOCC Chairman
Date

Additional Requirements to Proposal

Modification

Follow Up

10:00

COMMUNITY DEVELOPMENT DEPARTMENT

Tom Glover

- a) Department update and miscellaneous

10:15

PUBLIC WORKS DEPARTMENT

Randy Glaeser

- a) Department update and miscellaneous

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



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 13 October 2016

Re: Director's Report for the Week of 10 October 2016

Board Action: 17 October 2016

Update Only

ENGINEERING:

- Foster Road Safety Project: Paving, striping and delineation completed.
- Mill Creek FH: In acquisition phase. Responding to counter offers.
- Port Kelley: Paving scheduled 12 October.
- Sunset Dr. W. and Lakeview Dr.: Waiting to receive materials. Expect to begin construction in two weeks.
- Blue Creek Bridge: Working on PFE for WSDOT review.
- Pemberton Bridge on Barney Road: Received Corps of Engineers and HPA permit. Awaiting other permits.

MAINTENANCE:

- Participated in Mill Creek Channel walk on 10 October, (Roosevelt to Park) with engineers associated with Tri-State Steelheaders, preparing design for the next fish passage project. Discussed placing modification and repair of open channel stabilizers higher on the priority list to help address maintenance concerns while also improving fish passage.
- Crews ditching, shouldering, rocking roadways, spraying and signing.

ADMINISTRATION:

- Working on new insurance enrollment requirements.
- Offered Seth Walker Civil Engineer position with a start date of 1 November 2106.
- Reviewing truck driver applications.

10:30

HUMAN RESOURCES/RISK MANAGER

Shelly Peters

- 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) Approval for revised job description - Temporary WSU Extension Office Support
 - 2) Proposal 2016 10-17 HR/RM-1
Approval to accept claim for damages (Pacific Power)
 - 3) Proposal 2016 10-17 HR/RM-2
Approval to deny claim for damages (Christy)
- 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))



MEMO

Date: 10/17/16

Proposal ID#: 2016 10-17 HR/RM-1

To: BOCC

From: Shelly Peters. HR/ Risk Management

Action Item: Pacific Power, Claim

Summary

This claim results from a Public Works dump truck damaging the power line.

Background

On July 27, 2016 at 1645 Sandpit Rd. one of the Public Works dump trucks was up and broke/snagged a Pacific Power line. Public Power had to rehang the power line at a cost of \$3,377.22 (see attached invoice).

Public Works has accepted responsibility and will pay the claim.

Cost

\$3,377.22

Funding: Public Works Fund

Conclusion/Recommendation: It is recommended that the County approve Public Works paying the claim to Pacific Power.

Submitted By:

Disposition

Name

Department

Accepted

Shelly Peters

HR/Risk Mgmt.

Not Accepted

BOCC Chairman: _____

Date: _____



MEMO

Date: 10/17/16

Proposal ID#: 2016 10-17 HR/RM-2

To: BOCC

From: Shelly Peters, HR/ Risk Management

Action Item: John T. Christy, Claim

Summary

The claimant alleges that excessive pruning was performed on his tree by the Public Works Vegetation Crew.

Background

The claimant alleges that sometime between 8/31/15 and 9/4/15 excessive pruning was performed on his tree causing seven branches to become comprised and die. The claimant had those seven branches removed which cost \$120.00

Wayne John, Chief of Road and Maintenance, investigated the allegations and after speaking with Steve Maxwell, a retired arborist, who performed the work for John Christy, he came to the conclusion that the work done by the County in 2015 did not comprise the health of the tree.

The recommendation of Wayne John and Randy Glaeser, Public Works Director, is to deny the claim.

Cost

\$120.00

Funding:

Conclusion/Recommendation: It is recommended that the County deny this claim.

Submitted By:

Disposition

Name

Department

Accepted

Shelly Peters

HR/Risk Mgmt.

Not Accepted

BOCC Chairman: _____

Date: _____

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

COUNTY AUDITOR

Karen Martin

- a) Presentation of the 2017 preliminary budget to the Board of County Commissioners

11:15 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.