

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 24, 2020

Pursuant to the Governor's proclamation dated March 23, 2020 the Commissioner Meeting will be held via phone and internet. Following is the website to attend and listen to the meeting and the phone number to call to take part in the meeting. Any questions please email us wwcocommissioners@co.walla-walla.wa.us

Call in 1-408-418-9388 access code: 146 784 0290

Meeting link: <https://wwco.webex.com/wwco/j.php?MTID=m6ef6c0710e4eb57be4e10ce0cc827a38>

The agenda will include only necessary action items until further notice.

PLEASE NOTE: ALL TIMES ARE TENTATIVE AND AT THE DISCRETION OF THE CHAIRMAN WITH THE EXCEPTION OF ADVERTISED BID OPENINGS AND PUBLIC HEARINGS.

10:00

COUNTY COMMISSIONERS

Chairman Tompkins

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
- 2) Review warrant list

f) Consent Agenda Items:

- 1) Resolution _____ - Minutes of County Commissioners' proceedings for August 17 and 18, 2020
- 2) Execute NG911 Alternate PSAP Agreement between Walla Walla Emergency Services Communication (WESCOM) and Columbia County 911
- 3) Resolution _____ - Approving Interagency Agreement with the State of Washington, Administrative Office of the Courts and Columbia/Walla Walla County Juvenile Court – Becca Bill Programs and Services (IAA21435)

NG911 Alternate PSAP Agreement

This agreement made this 27th day of July, 2020 by and between Walla Walla Emergency Services Communications (WESCOM), the “PSAP”, and Columbia County 911, the “Alternate PSAP”, and collectively known as the “parties.”

WHEREAS, the installation of the NG911 telephone systems and network will provide greater ability to reroute 911 emergency requests for assistance and is intended to assure the caller that his/her request for assistance will be answered and that the appropriate emergency response agency will be notified as a result of contacting 911; and

WHEREAS, both parties (WESCOM and Columbia County 911) operate on the New World/Tyler Technologies Computer Assisted Dispatch (CAD) System with the ability to share dispatch data effectively via CAD, and

WHEREAS, the parties desire to formalize an arrangement whereby 911 requests are properly routed; and

WHEREAS, it is understood that in the event that 911 requests are unable to be answered by the PSAP, all calls will be routed to the Alternate PSAP:

NOW THEREFORE, the parties agree as follows:

ARTICLE I. General Purpose

It is the purpose of this Agreement to establish certain procedures for handling 911 calls between the PSAP and the Alternate PSAP in the event that the PSAP is unable to receive or transfer its 911 requests.

ARTICLE II. Definitions

- A. ANI/ALI – Automatic Number Identification/Automatic Location Identification.
- B. Alternate PSAP – Another PSAP designated to take calls on a backup basis and process them in accordance with mutually agreed upon call handling procedures.
- C. NG911 – Next Generation 911 is an IP based data routing system that is capable of voice and data communications between the public and the PSAP.
- D. PRF – Policy Routing Function.

This template was developed by a sub-committee of the Washington State E911 Advisory Committee and is to be regarded as a guide for the purpose of assisting PSAPs in developing their own specific agreements. Being a guide, it is the PSAP's responsibility to review, change, or add to the template in a manner that transforms the template into a working contractual agreement tailored for their specific need. In no event will anyone other than the signatures be liable for any special, incidental, indirect or consequential damages of any kind, or any damages whatsoever resulting from the use of this template.

- E. PSAP – Public Safety Answering Point.
- F. PST – Public Safety Telecommunicator

ARTICLE III. Conditions

- A. The services provided as a result of this Agreement are considered services to the general public and this Agreement shall not be construed to create an employer-employee, principal-agent or co-partnership relationship between the parties.
- B. The cost of operating the PSAP and the Alternate PSAP shall remain the responsibilities of the respective parties.
- C. This Agreement applies to NG911 emergency requests and other NG911 data that are not answered by the PSAP and therefore routed to the Alternate PSAP.

ARTICLE IV. Policy Routing Function

- A. The description of the Policy Routing Function (PRF) for the parties is provided in Attachment A.

ARTICLE V. Procedures

- A. The mutually agreed upon detailed procedures for handling NG911 requests not answered by the PSAP and requiring alternate policy routing functions shall be in accordance with current policies established by each respective PSAP in their Standard Operating Procedures (SOP's).
- B. The PSAP will continually maintain and provide to the Alternate PSAP a list of resources (i.e. primary contact telephone numbers, other information as agreed upon) to enable the Alternate PSAP to contact emergency services if that becomes necessary in order to handle the emergency. As changes arise, updated information shall be forwarded as soon as possible.
- C. If it is determined at a later date that it is necessary to provide other communications equipment or procedures so as to be able to accomplish the purpose of this Agreement, mutually agreed upon amendments to this Agreement may be executed identifying the cost obligations of each party for such additional equipment.
- D. The parties shall review this agreement annually.

ARTICLE VI. Relationship Between the Parties

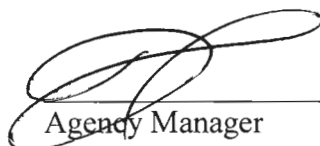
In consideration of the mutual services provided herein, both parties agree that nothing contained herein is intended to be or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting an agency relationship in any manner whatsoever. The individual parties are and shall remain independent entities with respect to all services performed under this Agreement. Each party represents that it has, or will secure all its expense, all personnel required in performing its service obligation under this Agreement and that the acts of its employees performing the service under this Agreement shall be the acts of employees of that entity alone. Each entity agrees that in the performance of this mutual service, its employees shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from the other entity to this Agreement, including, but not limited to, tenure rights, medical and hospital care, sick and vacation leave, disability, Worker's Compensation, Unemployment Compensation or severance pay.

PSAP (WESCOM)

Alternate PSAP: Columbia County 911



Agency Manager



Agency Manager

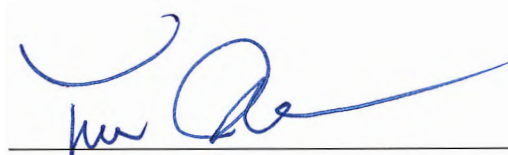
Walla Walla County Commission CHAIR



Columbia County Commission CHAIR

APPROVED AS TO FORM:

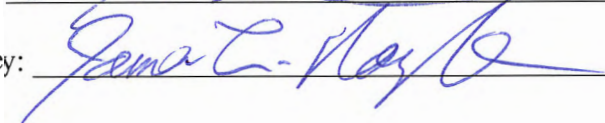
Walla Walla City Attorney:



Columbia County Prosecuting Attorney:



Walla Walla County Prosecuting Attorney:



**Attachment A
PRF Description**

NG911 Routing Plan for PSAP: WALLA WALLA (WESCOM)

Condition 1 – Alternate Route – Traffic Busy or Network Overflow <ul style="list-style-type: none"> Utilized when all PSAP “trunks” are busy or connectivity is lost Route is pre-determined by PSAP/County Automatically Implemented 						
Request type	#1 Alternate PSAP	Routing method	#2 Alternate PSAP	Routing method	#3 Alternate PSAP	Routing method
911 voice call (all types)	None / fast busy					
Text-to-911						
Other (future features)						
Other (future features)						
Condition 2 – CPE Failure <ul style="list-style-type: none"> Calls may be re-routed to on-site or back-up location Action may be pre-determined but is manually implemented or directed by PSAP/County 						
Request type	#1 Alternate PSAP	Routing method	#2 Alternate PSAP	Routing method	#3 Alternate PSAP	Routing method
911 voice call (all types)	Columbia County 911	ESInet				
Text-to-911						
Other (future features)						
Other (future features)						

This template was developed by a sub-committee of the Washington State E911 Advisory Committee and is to be regarded as a guide for the purpose of assisting PSAPs in developing their own specific agreements. Being a guide, it is the PSAP's responsibility to review, change, or add to the template in a manner that transforms the template into a working contractual agreement tailored for their specific need. In no event will anyone other than the signatures be liable for any special, incidental, indirect or consequential damages of any kind, or any damages whatsoever resulting from the use of this template.

Condition 3 – PSAP Evacuation

- Utilized when PSAP must be evacuated & calls re-routed
- Route is pre-determined by PSAP/County
- Alternate / additional routes can be dynamic/on-demand, as long as the destination is on the ESInet
- Activated by PSAP Abandonment Device (PAD) or by calling 911 Service Center

Request type	#1 Alternate PSAP	Routing method	#2 Alternate PSAP	Routing method	#3 Alternate PSAP	Routing method
911 voice call (all types)	Columbia County 911	POTS		ESInet – on request only, may be delay getting here	If 1 and 2 unavailable, busy	
Text-to-911						
Other (future features)						
Other (future features)						

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BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING
INTERAGENCY AGREEMENT WITH
THE STATE OF WASHINGTON,
ADMINISTRATIVE OFFICE OF THE
COURTS - BECCA BILL PROGRAMS
AND SERVICES (IAA21435)

RESOLUTION NO. **20**

WHEREAS, the State of Washington, Administrative Office of the Courts, has contracted with Walla Walla County, Washington, to provide "Becca Bill" Programs and Services, consisting of Truancy, At-Risk Youth, and Child in Need of Services programs in compliance with Interagency Agreement #IAA21435; and

WHEREAS, the term of previous Agreement for said services expired on June 30, 2020, and a new Agreement has been offered to the County for the period July 1, 2020 through June 30, 2021; and

WHEREAS, the Walla Walla County Corrections Director has reviewed said Interagency Agreement and recommends approval; and

WHEREAS, said Interagency Agreement was submitted to the County Prosecuting Attorney and County Risk Manager for review; now therefore

BE IT RESOLVED by this Board of Walla Walla County Commissioners that they do hereby approve said Interagency Agreement, and that the Chair of the Board shall sign same in the name of the Board.

Passed this 24th day of August, 2020 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Diane L. Harris, Clerk of the Board

Gregory A. Tompkins, Chairman, District 3

James K. Johnson, Commissioner, District 1

Todd L. Kimball, Commissioner, District 2

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

INTERAGENCY AGREEMENT IAA21435
BETWEEN
WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS
AND
COLUMBIA/WALLA WALLA COUNTY JUVENILE COURT
FOR
BECCA PROGRAMS AND SERVICES

THIS AGREEMENT is entered into by and between the Administrative Office of the Courts (AOC) and Columbia/Walla Walla County Juvenile Court (Contractor).

PURPOSE

The purpose of this Agreement is to engage the services of the Contractor to process Truancy, At Risk Youth and Child in Need of Services (Becca) programs and services within its jurisdiction and according to the intent of the Becca legislation chapter 13.32A RCW.

Funds received by the Contractor under this Agreement may only be used to supplement, not supplant, any other local, state or federal funds received by the Contractor.

STATEMENT OF WORK

The Contractor will process Truancy, At Risk Youth (ARY) and Child in Need of Services (CHINS) programs within the Contractor's jurisdiction pursuant to chapter 13.32A, RCW.

The Contractor shall submit summary reports to AOC documenting Becca activities. These reports shall provide both the number of petitions and the actual cost of processing such petitions, broken down as follows:

- a. CHINS petitions;
- b. ARY petitions; and,
- c. Truancy petitions.

The Becca Bi-Annual Report to the Administrative Office of the Courts shall be **submitted electronically**. The required form for bi-annual reporting, which is incorporated in this agreement, is located on the Inside Courts website under Court Resources> Court Management and choose the "Becca Bi-Annual Report to AOC".

Reporting schedule:

Period	Report Due
07/01/20 - 12/31/20	01/31/21
01/01/21 - 06/30/21	07/31/21

Failure to submit a report by the due date may adversely affect state funding of the Becca program.

If you have questions, please contact the AOC Program Manager Sondra Hahn at Sondra.Hahn@courts.wa.gov or (360) 705-5276

PERIOD OF PERFORMANCE

The execution of this Agreement shall constitute a ratification of an earlier verbal agreement between the parties that is now set forth in writing. Accordingly, the beginning date of

performance under this Agreement is July 1, 2020 regardless of the date of execution and it shall end on June 30, 2021, except for any remaining obligations of the Contractor as may exist.

COMPENSATION

- a. Contractor shall be reimbursed a maximum of \$55,484 for costs incurred during the period of performance. Payment for satisfactory performance of the work shall not exceed this amount unless the parties mutually agree to a higher amount in writing, except as governed by the REVENUE SHARING section of this agreement.
- b. Contractor shall receive payment for actual costs (within the amount identified) which are associated with the processing of CHINS, ARY and Truancy petitions. Contractor shall use Exhibit A BECCA Cost Guidelines (attached and incorporated into this agreement) as a guide for determining what costs should be reimbursed.
- c. Contractor shall not be reimbursed until properly-completed monthly A-19 invoice and Becca Monthly Detail Report (see Exhibit B attached and incorporated into this agreement) is received and approved by AOC.
- d. If this agreement is terminated, Contractor shall only receive payment for performance rendered or costs incurred in accordance with the terms of this agreement prior to the effective date of termination.
- e. Contractor shall submit invoices to AOC monthly.
- f. Payment will be made by the AOC upon receipt of a properly-completed invoice detailing reimbursable expenses. Invoices are to be sent to Financial Services, Administrative Office of the Courts, P.O. Box 41172, Olympia, WA 98504-1172. AOC will remit payment to the Contractor in a total amount not to exceed the value of this contract.
- g. Payments will be considered timely if made by the AOC within 30 days of receipt of a properly prepared invoice by the AOC or receipt of satisfactory services, whichever is later.
- h. Contractor shall maintain sufficient backup documentation of direct costs expenses under this Agreement.
- i. Allocated administrative court costs must be applied at a rate that is set forth and supported by a documented internal administrative rate plan that has been approved by the designated authority at the Superior Court and is readily accessible for review by AOC or the State Auditor.

REVENUE SHARING

AOC, in its sole discretion and upon notice, may reallocate funding among county Becca programs. If it appears Contractor may not expend the maximum contract amount, AOC may reduce the maximum contract amount. AOC may increase the maximum contract amount if additional funds become available through this revenue sharing program.

OTHER PROVISIONS FOR SERVICES

- a. **Background Check/Criminal History**
In accordance with Chapters 110-700 WAC, 7205 RCW, and 43.20A RCW, the Contractor is required to conduct background check/criminal history clearance for all employees, subcontractors and/or volunteers who may or will have regular access to any client/juvenile, prior to any access under this Agreement.

In addition, Contractor may be required to conduct background check/criminal history clearance for employees, subcontractors and/or volunteers who may or will have limited access to any client/juvenile, prior to any access under this Agreement.

The Contractor shall, based on the results from the criminal background check, determine whether each employee, volunteer, and subcontractor is suitable for access to clients/juveniles;

Contractor shall affirmatively acknowledge that it has met these requirements and submit that acknowledgement to AOC. Contractor shall also document the background check/criminal history clearance process it employs.

b. Sexual Misconduct

Contractor shall ensure that all employees, subcontractors and/or volunteers are knowledgeable about the requirements of RCW 13.40.570 and of the crimes set forth in Chapter 9A.44 RCW, "Sexual Offenses."

RECORDS MAINTENANCE

The parties to this Agreement shall each maintain books, records, documents and other evidence which sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the service(s) described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration of this Agreement and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

RIGHTS IN DATA

Unless otherwise provided, data which originates from this Agreement shall be "works for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by AOC. Data shall include, but not be limited to, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, video and/or sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights.

INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the

parties. This clause does not apply to the provisions of the REVENUE SHARING section in this Agreement.

TERMINATION

a. Termination for Convenience

Except as otherwise provided in this Agreement, either party may terminate this Agreement by providing written notice of such termination to the other specifying the effective date thereof, at least five (5) calendar days prior to such date. If this contract is so terminated, the AOC shall be liable only for payment for work completed and accepted prior to the effective date of termination.

b. Termination for Cause

If either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other party.

DISPUTES

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, agreement terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties hereto.

GOVERNANCE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes and rules;
- b. Statement of work; and
- c. Any other provisions of the Agreement including materials incorporated by reference.

ASSIGNMENT

The work to be provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to normal completion, the AOC may terminate the Agreement under the "Termination for Convenience" clause, without the five day notice requirement, subject to renegotiation under those new funding limitations and conditions. AOC, at its discretion, may also elect to amend the Agreement to reflect a budget reduction

COUNTY COMMISSIONERS (continued):

f) Consent Agenda Items (continued):

- 4) Payroll action and other forms requiring Board approval

g) Action Agenda Items:

- 1) County vouchers/warrants/electronic payments as follows: _____ through _____ totaling \$ _____
 - 2) Proposal 2020 08-24 CARES
Approval of recommendations from the CARES Funding Team dated 8-20-2020
- h)** Discussion re Christopher Columbus Statue on Walla Walla County Courthouse grounds
- 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

a) **Public Hearing:**

- 1) To consider franchise application
by City of Waitsburg

b) **Action Agenda items:**

- 1) Resolution _____ - Application
of City of Waitsburg for a franchise to
construct, operate, and maintain a
water line utility system within the
county road right of way, Walla Walla
County, Washington

c) Department update and miscellaneous

**Walla Walla County Public Works
990 Navion Lane
Walla Walla, WA 99362**



To: Board of County Commissioners

From: Tony Garcia, P.E. Public Works Director

Date: 19 August 2020

Re: Director's Report for the Week of 17 August 2020

Board Action: 24 August 2020

Hearings:

In the Matter of the Application of the City of Waitsburg for a Franchise to Construct, Operate, and Maintain a Water Line Utility System within the County Road Right of Way, In Walla Walla County

Resolutions:

In the Matter of Adopting the Application of the City of Waitsburg for a Franchise to Construct, Operate, and Maintain a Water Line Utility System within the County Road Right of Way, In Walla Walla County

ENGINEERING:

- Blue Creek Bridge/Mill Creek FH: Contractor will return to complete remaining work after Labor Day.
- Lower Waitsburg Road: Will perform UAV flight to finalize survey.
- Seven Mile Bridge: Bridge demo is planned to begin next week.
- Drumheller Bridge: Consultant is working on design.
- Dell Sharpe Bridge: Request for Proposals for consultant design due this week.
- Mud Creek Road: Work beginning this week by county crews for culvert replacement.

MAINTENANCE/FLEET MANAGEMENT:

- Finalizing striping to complete 2020 chip seal.
- Garage is working on routine maintenance as needed.
- Beginning prep work for 2021 maintenance activities.

ADMINISTRATION:

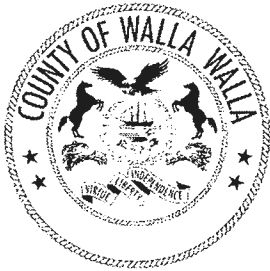
- Will advertise next week to backfill Mechanic II position vacancy.
- Posting positions internally from retirements - Mechanic I, Maintenance Tech II and Maintenance Tech I
- Performing routine Quarterly Counseling department-wide.
- We continue to follow our Phase 2 COVID-19 Standard Operating Procedures (SOP) to help us maintain a safe work environment as we navigate these uncertain times.

10:30

TECHNOLOGY SERVICES DEPARTMENT

Chad Goodhue

- a)** Department update and miscellaneous



WALLA WALLA COUNTY
Technology Services Department

Chad R Goodhue | Technology Services Director |

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362
(509) 524-2590
cgoodhue@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

August 24th, 2020

To: **Walla Walla County Board of Commissioners**

Re: Technology Services Update

Issues/Information for the Board.

- List of current projects:
 - Contract review for OnBase in District Court – **Will need a workshop**
 - Adobe Professional Rollout – may have to update our Active Directory
 - Cisco Desktop Phone Rollout
 - Almost complete
 - Cisco Headset rollout
 - Almost complete
 - Duo and Yubikeys – Will be rolling out by office/department starting with BOCC
 - Meraki/Cisco switch replacement – some snags with software bugs and fiber optics
 - On the 9th of September TS will lab test our production network before finishing migration to the new network equipment.
 - Evaluating court at the fairgrounds
 - Tech Services is in the process of preparing the Community Center at the Fairgrounds to accommodate the courts. We are processing orders for equipment and services to ensure that the courts have all of their technology needs met.
 - WWE Physical Security Installations:
 - Corrections Access Controls underway
 - Security Camera Wiring – On hold due to current election
 - S2 Netbox Migration – In progress
 - Physical Security to elections space – On hold due to current election
 - Physical Security to Tech Services – Holding for S2 Netbox configuration
 - Lastpass – Enterprise password management software – working with company to rollout software out and train staff on use
 - 88 CARES laptops – have been purchased and we are waiting on a delivery ETA so that we can start a deployment plan
 - Imaging is almost complete, when done they will be delivered and TS will begin rolling them out by department.
 - Self service portal – This will replace the Quest self-service portal and is Windows 10 and Duo compatible
 - This is 80% complete
 - 11 Cisco Room Kits have been ordered – these will be deployed in the following locations: 3 @ JJC, 1 @ Jail, 1 @ Courthouse, 1 @ BOCC, 1 @ BOCC Training Room, 1 @ Elections, 1 @ Sheriff, 1 @ EMD, 1 @ ComDev

- Compunet is scheduled to be onsite from the 31st of August thru the 3rd of September to help facilitate setup, configuration and training of all county staff that will be using Cisco Room Kits
 - Email and internet secure gateway – updating our antispam/anti-phishing hardware and software
 - Phones Servers – The new phone servers have arrived and we are coordinated with our vendor on VM migration
- Tech Services have received all of the scopes of work to move forward with District Court moving to On Base from Liberty
 - Jesse and I have received the new contracts and they are in the process of being reviewed
- Tech Services is continuing to see a **large** spike in work orders

Components (Main infrastructure)

Hardware

- Switching
 - New Switches are being configured and deployed
- Physical Security
 - Cameras for Elections Security
 - Door controllers and proximity readers for JJC, Elections, Corrections and Tech Services
- Computers
 - 86 New Laptops
 - 172 monitors

Other Projects

- **OnBase**
 - Scopes of Work and Contracts are under review for District Court
- **Budget & Inventory**
 - Working with CFT to purchase and deploy hardware
- **Contracts**
 - Onbase and various CHD contracts
- **Inventory**
 - TS will have a new surplus list for review in the coming weeks
- **Public Record Requests Last 2 Weeks**
 - 6 = Requests received
 - 1 = Forwarded to departments
 - 21 = Completed
 - 1 = Pending review
 - 1 = Pending Closure
 - 0 = Litigation hold
 - 1 = Pending 3rd party notice
 - 6 = Open
 - YTD = 143 (45 more than last year)

Some of these are waiting for legal review or guidance, or response by other departments
- **Service Desk Issues Last 2 Weeks**
 - 243 = Requests received
 - 76 = Open
 - 259 = Closed

Definitions

DMS – Document Management System (OnBase)

OCIO = Office of the Chief Information Officer

DAN - Disposition Authority Numbers (Secretary of State retention schedule)

JLARC=Joint Legislative Audit and Review Committee

ACCIS =Association of County, City Information Systems (managers)

API = Application Program Interface

CJIS = Criminal Justice System Information Systems

PRO=Public Records Officer

NDA=Non-disclosure agreement

EOL=End of Life

WiFi=Wireless network connectivity (Wireless Fidelity)

FTP = File Transfer Protocol (file transfer server)

ADA=Americans with Disabilities Act

DOMAIN = A group of computers administered or managed with the same rules and policies and with a common IP range.

IP address = Internet protocol address. A unique string of numbers assigned to each computer to allow communications over network or domain.

- 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 2020 08-24 HR/RM
Approving claim for damages
(Pacific Power)
 - 2) Revised job description approval form –
Public Health Officer for Community Health
 - 3) Execute Memorandum of Understanding
Between Walla Walla County and the
Walla Walla Commissioned Deputies
Association

a) Public Hearing:

- 1) To receive comments on a
Community Development Block
Grant Proposal for Coronavirus
Response and Relief

(Please note you can participate in this public hearing by attending via the call in or meeting link information on the first page of this agenda.)

b) Action Agenda Items:

- 1) Approval of MOU for Interdisciplinary
MPO Regional Team between
Walla Walla County Department
of Community Health and Step
It Up Walkability Virtual Academy

c) COVID-19 update and miscellaneous



Step It Up!: Walkability Virtual Academy

MOU for Interdisciplinary MPO Regional Team:

Walla Walla County Department of Community Health

(Walla Walla Valley, Washington)

NACDD MOU/Invoice #: 2652020

Agreement Period: August 1, 2020 (or upon date of signed MOU) – June 30, 2021

Actual Agreement Amount: \$10,374 to be administered in one invoice/payment upon receipt of signed MOU (which dually serves as the invoice) in advance of the virtual academy

Invoice Date: Insert same date of the vendor signature and remove yellow highlight

Invoice Amount: **\$10,374**

NACDD Finance Code: 255-1401-2

NACDD FEIN#: 73-1328414

NACDD DUNS#: 884108528

CFDA#: 93.421

Federal Award#: 5NU38OT000286-02

Vendor Program Contact Information:

Awardee Entity Name: Walla Walla County Department of Community Health

Awardee Contact Name: Meghan DeBolt

Awardee Contact Information:

Mailing Address: PO Box 1753 Walla Walla, WA 99362

Phone: (509) 730-3669

Email: mdebolt@co.walla-walla.wa.us

Fiscal Agent Contact Information (This is who the check will be paid to and mailed to):

Fiscal Agent Entity Name: Walla Walla County Department of Community Health

Fiscal Agent Contact Name: Nancy Wenzel

Fiscal Agent Contact Information:

Mailing Address: PO Box 1753 Walla Walla, WA 99362
Phone: (509) 524-2660
Email: nwenzel@co.walla-walla.wa.us

CDC Required Restrictions: Lobbying Restrictions

Contractors should be aware that award recipients are prohibited from using CDC/HHS funds to engage in any lobbying activity. Specifically, no part of the federal award shall be used to pay the salary or expenses of any grant recipient, sub recipient, or agent acting for such recipient or sub recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive Order proposed or pending before the Congress or any state government, state legislature or local legislature or legislative body.

Restrictions on lobbying activities described above also specifically apply to lobbying related to any proposed, pending, or future Federal, state, or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.

This prohibition includes grass roots lobbying efforts by award recipients that are directed at inducing members of the public to contact their elected representatives to urge support of, or opposition to, proposed or pending legislation, appropriations, regulations, administrative actions, or Executive Orders (hereinafter referred to collectively as "legislation and other orders"). Further prohibited grass roots lobbying communications by award recipients using federal funds could also encompass any effort to influence legislation through an attempt to affect the opinions of the general public or any segment of the population if the communications refer to specific legislation and/or other orders, directly express a view on such legislation or other orders, and encourage the audience to take action with respect to the matter.

In accordance with applicable law, direct lobbying communications by award recipients are also prohibited. Direct lobbying includes any attempt to influence legislative or other similar deliberations at all levels of government through communications that directly express a view on proposed or pending legislation and other orders and which are directed to members, staff, or other employees of a legislative body or to government officials or employees who participate in the formulation of legislation or other orders.

Lobbying prohibitions also extend to include CDC/HHS grants and cooperative agreements that, in whole or in part, involve conferences. Federal funds cannot be used directly or indirectly to encourage participants in such conferences to impermissibly lobby.

CDC Required Restrictions: Acknowledgement of Federal Support

When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving federal funds, including and not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by nongovernmental sources

Deliverables - Contract Services Provided by Grantee:

The vendor will be required to reimburse the full amount of \$10,374 to NACDD if the deliverables outlined below are not completed.

Deliverables to be achieved upon notice of award and throughout project:

- Participate in **one Walkability Virtual Academy (WVA) Informational Call** with NACDD and CDC on July 16, 2020. *Please note that the Team Lead must listen to the recording and acknowledge completion in writing to the NACDD Project Lead if he/she missed the WVA Informational Call.*
- The Core Team must participate in **100%** of the **required 12 WVA course** sessions spanning the months of September 2020 – March 2021.
 - All attending Core Team members are required to participate fully in the course, including required participation in team homework activities throughout the course in between sessions.
 - It is the expectation that new Additional Members to the Core Team will participate in **at least 50%** of the 12 WVA sessions, although full participation is strongly encouraged.
 - Additional optional sessions are being planned that will be sprinkled in between the required 12 sessions. These sessions will be optional for all participants and will be recorded and shared.
 - The required 12 individual session dates and times include:
 - **September 2020:**
 - **Session #1** on September 9, 2020 at 12:00 pm ET – 2:00 pm ET
 - Two-week break
 - Opening WVA session
 - **Session #2** on September 23, 2020 at 12:00 pm ET – 2:00 pm ET
 - Three-week break
 - **October 2020:**
 - **Session #3** on October 14, 2020 at 12:00 pm ET – 2:00 pm ET
 - Two-week break
 - **Session #4** on October 28, 2020 at 12:00 pm ET – 2:00 pm ET
 - Three-week break
 - **November 2020:**
 - **Session #5** on November 18, 2020 at 12:00 pm ET – 2:00 pm ET
 - Three-week break
 - **December 2020:**
 - **Session #6** on December 9, 2020 at 12:00 pm ET – 2:00 pm ET
 - Four-week break
 - **January 2021:**
 - **Session #7** on January 6, 2021 at 12:00 pm ET – 2:00 pm ET
 - Two-week break
 - **Session #8** on January 20, 2021 at 12:00 pm ET – 2:00 pm ET
 - Three-week break
 - **February 2021:**
 - **Session #9** on February 10, 2021 at 12:00 pm ET – 2:00 pm ET
 - Two-week break

- **Session #10 on February 24, 2021 at 12:00 pm ET – 2:00 pm ET**
 - Two-week break
- **March 2021:**
 - **Session #11 on March 10, 2021 at 12:00 pm ET – 2:00 pm ET**
 - One-week break
 - **Session #12 on March 17, 2021 at 12:00 pm ET – 2:00 pm ET**
 - Two-week break
 - Final WVA session
 - **Session #13 on March 31, 2021 at 12:00 pm ET – 2:00 pm ET**
 - CDC Listening Session
 - Each Team Lead is **required** to attend the CDC Listening Session; state SPAN representatives are **required** to attend the CDC Listening Session or a separate session that might be organized specifically for state SPAN representatives; additional team members are **strongly encouraged** to attend the CDC listening session.
- Complete daily and overall **course evaluations** for the WVA, via online survey to be administered by the NACDD Project Lead following each session.
- Develop a **Team Action Plan** by **April 9, 2020** including short- and long-term outcomes, inclusive of at least one (ideally more than one) policy, system, or environmental change (PSE) outcome targeting improved walkability through community design or transportation design strategies as outlined by guiding documents, such as the [US Surgeon General's Call to Action to Promote Walking and Walkable Communities](#), the [Community Preventive Services Task Force Recommendations to Increase Physical Activity](#), as well as other resources outlined in RFA Appendix D. (NACDD will provide related action plan template, training, and resource documents).
- MOU funds may additionally be used for:
 - Helping support interdisciplinary team meetings;
 - Helping support WVA interdisciplinary team attendance and required homework activities;
 - Seed money for Team Action Plan implementation of PSE strategies, tactical urbanism, or pop-up demonstration projects.
- Upon completion of the WVA, all team members will then be invited to become members of NACDD's Walkability Alumni Community of Practice (CoP) group, and may then voluntarily participate in this virtual Walkability CoP group before or by June 30, 2021 (and beyond voluntarily) in efforts to foster ongoing peer engagement, sharing and learning, and provision of targeted technical assistance for implementation of outcomes.
- Team Leads to voluntarily participate in semi-annual and/or annual online voluntary **progress reporting** to NACDD once Team Action Plans are developed and submitted. NACDD will establish online semi-annual voluntary progress reporting schedule.

In Witness Whereof, the parties hereto have dully executed this agreement as of the day and year first above written.

Walla Walla County Department of Community Health

By: _____ Date: _____
Meghan DeBolt
Director

National Association of Chronic Disease Directors:

By: _____ Date: _____
John W. Robitscher, MPH
Chief Executive Officer

Submit signed MOU to NACDD Legal Department at legal@chronicdisease.org (for email submission) and copy Karma Harris at kedwards_ic@chronicdisease.org.

Once MOU is fully executed by both parties, the fully executed MOU will serve as the invoice for payment. Karma Harris will forward to Accounts Payable to process payment.

- a) Possible executive session re: qualifications of an applicant for employment and/or review performance of a public employee (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)), and/or litigation or pending litigation (pursuant to RCW 42.30.110(i))

11:30

PROSECUTING ATTORNEY

Jim Nagle/Jesse Nolte

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

11:45

COUNTY COMMISSIONERS

- a) Miscellaneous or unfinished business
to come before the Board
- b) Possible executive session re: personnel
(*pursuant to RCW 42.30.110(g)*) to review
applicants for Walla Walla County Planning
Commission
- c) Possible discussion/decision re
appointment to the Walla Walla
County Planning Commission

Written Department updates only provided by:

**COUNTY CORRECTIONS
FACILITIES MAINTENANCE
JOINT FINANCIAL UPDATE**

**Norrie Gregoire
Robert Henry
Gordon Heimbigner
Karen Martin**



**DEPARTMENT OF COURT SERVICES
JUVENILE JUSTICE CENTER
WALLA WALLA COUNTY**

Norrie Gregoire, Juvenile Court Administrator
Jon Cassetto, Court Services Manager
Becky Renwick, Detention Manager

Norrie Gregoire, Director
Matt Stroe, Jail Commander

To: BOCC
From: Norrie Gregoire, Director of Corrections
Date Written: 08/19/2020
RE: Director's Report for August 24, 2020

Board Consent Agenda Item:

- Approval of Interagency Agreement (renewal) between the County and Administrative Office of the Courts for local BECCA services (truancy, at-risk youth, and CHINS petitions) for reimbursement in the amount of \$55,484 for FY20/21.

Department Updates:

Service Providers, Programming & Essential Services

- Corrections
 - Notified by CJTA that the County is eligible for just over \$44,000 in supplemental funding to provide substance use disorder treatment and recovery support services within the County; before an updated plan for FY20/21 plan on how to allocate supplemental funds is presented by local CJTA Panel for Board approval, Corrections is waiting to hear whether the County is a successful RSAT (residential jail treatment) grant applicant; HCA advised we'd hear by 8/17 but no word as of 8/19.
- Court Services
 - ESD#123 has interviewed applicants for the Detention Classroom Teacher position; an apparently successful applicant has received a conditional offer of employment;
 - Child Advocate Program (CASA) staff have relocated to the Pathways portable in the JJC parking lot;
 - There may be some additional program location shifts over the next year as JJC and Corrections look to consolidate some functions.

Personnel/Training

- Corrections
 - The second CO applicant has washed out of hiring process, so no one from last cohort made it through the process; a group of six (6) new applicants passed PAT and written on 8/18 and move to interviews week of August 24th;
 - Detention Manager Becky Renwick completed the Criminal Justice Training Commission *First Level Supervision* along with Detention Shift Supervisor Victor "TJ" James remotely on 8/21.

Equipment/Technology/Facilities

- Robert rough spec'd a toilet and sink for the Jail Bullpen but it appears we need a single lavatory unit due to space constraints; not sure yet if an off-the-shelf institutional unit will fit or if a custom fixture is needed; waiting for additional information before we bring Phase II of the Bullpen proposal forward for Board consideration; both bullpen units have cameras installed but only smaller partition is being used; larger partition has plumbing pipes extruding that need to be cut or used, depending on design needs, before that larger unit can be used;

- Robert and I discussed I Unit fall barrier for the second tier; proposal forthcoming; best solution is likely chain link;
- Delfield Freezer at Jail: Grassi field tech has recommended to vendor that doors be replaced; tech believes doors are slightly warped due to insulation overfill which is creating the air gap resulting in frost formation; per Smith & Greene (State Contr, factory is sending out two replacement doors; while this has been a challenging process, I am grateful the Board authorized this purchase through State Contract rather than an online vendor, as this issue would likely not get resolved without a proactive sales rep advocating for resolution;
- Corrections is very close to deploying tablets; the educational content, offered by Khan Academy, is impressive and should prove a great resource for detained individuals; admin staff participated in policy and procedure webinar on 8/19 and team is ready to take the leap.

Walla Walla County Facilities Department

317 W Main St, Walla Walla, WA 99362

Update August 24th

Maintenance:

- Painting and preservation of the Annex/Health Department exterior was completed
- Work with McKinstry has started to analyze current power and gas use of the County buildings.

Custodial

- Custodial has continued cleaning with an emphasis on disinfecting public spaces and commonly touched surfaces.

Grounds

- The jail sprinklers were blown out and the heads replaced to keep the system up and running.
- Cobwebs and bugs have been cleaned and cleared out from around the courthouse.

Facilities Department

- Marion has been hired to fill a new Temporary Custodial Position and will be cleaning in the Annex, District Courts, and Courthouse.

- 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.