

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, JULY 13, 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 July 6 and 7, 2020
 - 2) Resolution _____ - Approval of Intergovernmental Agreement with City of Walla Walla (Permitting)
 - 3) Approval to continue Civil fees public hearing to Monday, July 27, 2020 at 10:00 a.m. (original hearing was held and continued from June 1, 2020 due to COVID-19)

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING
THE MINUTES OF THE WALLA
WALLA COUNTY COMMISSIONERS'
PROCEEDINGS FOR JULY 6 AND 7,
2020



RESOLUTION NO. 20

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that the minutes of the Walla Walla County Commissioners' proceedings of July 6 and 7, 2020 shall be approved.

Passed this 13th day of July, 2020 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Jill Munns, Assistant 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*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING
AN INTERGOVERNMENTAL
AGREEMENT WITH THE CITY OF
WALLA WALLA (PERMITTING)



RESOLUTION NO. 20

WHEREAS, Walla Walla County has proposed an intergovernmental agreement with the City of Walla Walla to process its own permit applications and inspections for land use activities on County owned property located in the City of Walla Walla; and

WHEREAS, the amended contract benefits the citizens of Walla Walla County; and

WHEREAS, the County Prosecuting Attorney has reviewed said amendment; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby approve said intergovernmental agreement and shall sign the same.

*Passed this 13th day of **July, 2020** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:

Jill Munns, Assistant 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*

INTERGOVERNMENTAL AGREEMENT

I.

The purpose of this agreement is to allow the County of Walla Walla to process its own permit applications and provide its own inspection services for land use activities on County owned property located in the City of Walla Walla.

II.

2.1 Walla Walla County (County) is a Washington county organized under Article XI of the Washington State Constitution and Title 36 of the Revised Code of Washington (RCW).

2.2 The City of Walla Walla (City) is a non-chartered code city organized under RCW Title 35A.

2.3 The County Board of Commissioners passed County Resolution number 90-449 on October 30, 1990 opting into planning activities under the Washington Growth Management Act, RCW Ch. 36.70A. RCW 36.70A.110 requires designation of urban growth areas within which urban growth shall be encouraged. RCW 36.70A.100 requires counties and cities to coordinate their comprehensive planning activities.

2.4 RCW 36.70B.220 requires counties and cities to designate permit assistance staff whose function is to assist permit applicants.

2.5 RCW 35A.63.120 provides that the City may by ordinance designate such departments, boards, officials, employees or agents that the City Council deems appropriate for planning and zoning administrative and enforcement responsibilities.

2.6 RCW 19.27.050 vest both the County and the City with authority and responsibility for enforcing the state building code.

2.7 Walla Walla Municipal Code section 21.08.185 incorporates by reference WAC 197-11-926(1) which provides that an agency that initiates a proposal is the SEPA lead agency for that proposal and agencies shall by agreement determine which agency will be lead agency if two or more agencies share in the implementation of a proposal.

2.8 Ch. 39.34 RCW authorizes the County and City to jointly exercise powers, privileges and authority, and to enter into agreements for such purposes.

III.

3.1 The City will designate the County Community Development Department as the permit assistance staff for permits and other authorizations required for level I and II land use activities (listed in section 20.100.040 of the Walla Walla Municipal Code) on County owned property

located in the City of Walla Walla.

3.2 The City will by ordinance designate the Director of the County Community Development Department as the approving authority for level I and level II land use applications, under chapters 20.18 and 20.22 of the Walla Walla Municipal Code, for activities on County owned property located in the City of Walla Walla.

3.3 The parties agree that Walla Walla County will be SEPA lead agency for purposes of ch. 43.21C RCW and ch. 197-11 WAC for level I and level II land use proposals initiated by the County for activities on County owned property located in the City of Walla Walla.

3.4 The City's appointing authority will appoint the County building official as the building official with respect to land use activities on County owned property located in the City of Walla Walla for purposes of administration and enforcement of the International Building Code, the International Mechanical Code, the International Residential Code, the Uniform Code for the Abatement of Dangerous Buildings, the code official under the International Existing Building Code, the International Property Maintenance Code, and the International Fuel Gas Code, and the authority having jurisdiction under the Uniform Plumbing Code and the International Green Construction Code, and the International Energy Conservation Code. The County and City further agree that the City fire official shall remain the fire code official under the International Fire Code.

3.5 The County, County Community Development Department, Director of the County Community Development Department, County building official, and all other County officials, employees, and agents shall apply City standards to land use activities on County owned property located in the City of Walla Walla, including without limitation, titles 12, 13, 15, 19, 20, and 21 of the Walla Walla Municipal Code.

3.6 The parties agree that the County may retain applicable permit and other processing fees for its processing applications and/or providing land use administration or enforcement for activities on County owned property located in the City of Walla Walla for which the County provides services in accordance with this agreement, but the County shall remit applicable permit and other processing fees to the City for services provided by the City, including without limitation, hearing examiner costs and fire review and inspection fees.

3.7 The County shall provide timely notice of application to the City Development Services Department of all applications for activities on County owned property located in the City of Walla Walla.

IV.

4.1 This agreement does not create any separate legal or administrative entity.

4.2 The County and City shall each bear the financial responsibility for their own employee and other costs, and each shall establish and maintain their own budgets.

4.3 This agreement does not provide for joint or cooperative acquisition, holding, or disposition of property.

V.

5.1 The County shall hold harmless, defend, and indemnify the City, its officers, agents and employees against any and all claims arising out of errors or omissions made by the County Community Development Department, Director of the County Community Development Department, County building official, or any other County official, employee, or agent in performance of this agreement or exercise of any authority granted by either this agreement or action taken to implement this agreement.

5.2 The County shall provide legal services and be responsible for all other costs arising out of appeals or other actions brought as a result of land use decisions, permits, or approvals issued for level I and level II land use activities on County owned property located in the City of Walla Walla. However, in the event that either the County or the City appeal a land use decision, SEPA determination, permit issuance, permit condition or denial of approval issued pursuant to this agreement, each party shall be responsible for its own legal services and costs, unless otherwise provided by statute.

VI.

6.1 This agreement shall be effective for a term which commences on the date that it has been fully executed by both parties to the agreement and ends on December 31, 2025, unless it is terminated early as provided herein.

6.2 The term of this agreement may be extended by mutual agreement of the parties.

6.3 This agreement may be mutually terminated prior to its expiration by written agreement of the parties.

6.4 Either party may unilaterally terminate this agreement by giving written notice of early termination of this agreement to the other party at any time. Termination shall become effective no sooner than one-hundred eighty (180) days after notice of early termination is given unless the County and City mutually agree to an earlier termination date.

VII.

7.1 This agreement shall be construed in accordance with the laws of the State of Washington.

7.2 This agreement is the entire, final and complete agreement of the parties pertaining to the County's processing of its own level I and level II permit applications and provision of its own inspection services for land use activities on County owned property located in the City of Walla Walla, and supersedes and replaces all written and oral agreements heretofore made or existing

by and between the parties or their representatives insofar as said premises are concerned.

7.3 The venue for any action arising out of this agreement shall be the Superior Court of the State of Washington for Walla Walla County.

7.4 Nothing herein shall impair the City's police powers, its ability to enact new or additional land use regulations, or its exercise any other authority granted to the City by the Constitution or laws of the State of Washington.

7.5 In the event any provision of this agreement or its application is held by a court of competent jurisdiction to be invalid, illegal, or unenforceable, such provision shall be deemed severable, and the validity, legality, and enforceability of the remaining provisions this consent agreement and the application thereof shall not be affected.

7.6 Notices may be personally delivered or mailed, postage prepaid, through the United States Postal Service. Mailed notices shall be deemed delivered three (3) days after the date of mailing.

Notices may be delivered or mailed to the parties as follows:

City:

Walla Walla City Clerk
City Hall
15 N. Third Ave.
Walla Walla, WA 99362

County:

Walla Walla County Commission
314 Main St., Rm. 203
Walla Walla, WA 99362

DATED _____

Walla Walla County Commissioner

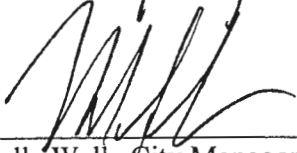
DATED _____

Walla Walla County Commissioner

DATED _____

Walla Walla County Commissioner

DATED 6/26/2020



Walla Walla City Manager

COUNTY COMMISSIONERS (continued):

f) Consent Agenda Items (continued):

- 4) Resolution _____ - Setting a date of Public hearing to consider renewing an interim zoning enacted by Ordinance 471, renewed by Ordinance 480, and renewed by Ordinance 483, regarding the maximum density of mobile/manufactured home parks and residential uses in the Burbank Residential Zoning District
- 5) Resolution _____ - Reappointment of Michelle Liberty to the Walla Walla County Planning Commission
- 6) Payroll action and other forms requiring Board approval

g) Action Agenda Items:

- 1) County vouchers/warrants/electronic payments as follows: _____ through _____ totaling \$ _____
- 2) Approving 2020 Walla Walla Fair Frontier Days Season Ticket Holder Refund Plan
- 3) Presentation re possible 2020 Walla Walla Virtual Junior Livestock Show and Sale

h) Miscellaneous business to come before the Board

i) Review reports and correspondence; hear committee and meeting reports

j) Review of constituent concerns/possible updates re: past concerns

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SETTING A
DATE OF PUBLIC HEARING TO
CONSIDER RENEWING AN INTERIM
ZONING ENACTED BY ORDINANCE
471, RENEWED BY ORDINANCE 480,
AND RENEWED BY ORDINANCE 483,
REGARDING THE MAXIMUM DENSITY
OF MOBILE/ MANUFACTURED HOME
PARKS AND RESIDENTIAL USES IN
THE BURBANK RESIDENTIAL
ZONING DISTRICT



RESOLUTION NO. **20**

WHEREAS, the Board of County Commissioners adopted Ordinance No. 471 on August 6, 2018, regarding the maximum density of mobile/manufactured home parks and residential uses in the Burbank Residential uses in the Burbank Residential Zoning District; and

WHEREAS, the interim zoning provided the County with additional time to review and amend its Comprehensive Plan and zoning and land use regulations related to density and development in the Burbank area;

WHEREAS, Walla Walla County retained the services of a professional land use consulting firm, The Watershed Company, to assist with a review of the residential density of the Burbank Urban Growth Area; and

WHEREAS, Walla Walla County Community Development staff and a previous consultant team held a public workshop on June 29, 2019, in Burbank, at Columbia Middle School, to begin the process of obtaining comments from the residents of Burbank regarding their vision for their community; and

WHEREAS, Ordinance 480 was adopted on August 5, 2019 to renew the interim zoning so that County staff and the consultant team could summarize the results of that first outreach meeting, and present potential alternatives to the residents of Burbank at another public outreach workshop to be held later in the fall of 2019; and

WHEREAS, County staff and a new land use consulting firm, LDC, Inc., started reviewing the results of the outreach meeting and other relevant information, and required additional time to review this issue and present potential alternatives to the residents of Burbank and other stakeholders; and

WHEREAS, the County enacted Ordinance 483 on February 3, 2020, renewing the interim ordinance; and

WHEREAS, on February 6-7, 2020, the County experienced a major flooding event that occupied the Community Development Department's resources; and

WHEREAS, on February 29, Governor Jay Inslee declared a statewide emergency related to the COVID-19 pandemic; and

WHEREAS, the COVID-19 pandemic and Statewide emergency, Governor's stay at home orders, and phased reopening has presented challenges with regard to enacting zoning regulations, including inability to schedule open houses, Planning Commission meetings and public hearings and other public gatherings to ensure public participation as required by the Growth Management Act; and

WHEREAS, Ordinance 483 expires on August 3, 2020, now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that, pursuant to Walla Walla County Code, a public hearing shall be set for 10:30 a.m. on July 27, 2020 in County Commissioners' Chambers, Walla Walla County Public Health and Legislative Building, 314 West Main, Walla Walla, to receive testimony on whether to extend or amend the interim zoning enacted by Ordinance 471 and extended by Ordinances 480 and 483. Remote Public Participation and testimony will be allowed via Webex and telephone. Limited participation and testimony at a remote location is available for those who are unable to testify by Webex or Telephone by contacting the Clerk of the Board.

BE IT FURTHER RESOLVED that the required notice of said hearing shall be done by the Walla Walla County Community Development Department.

Passed this 13th day of July, 2020 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Jill Munns, Assistant 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*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF
REAPPOINTMENT TO THE
WALLA WALLA COUNTY
PLANNING COMMISSION
(LIBERTY)



RESOLUTION NO. **20**

WHEREAS, pursuant to Walla Walla County Resolution No. 16 089, Michelle Liberty was reappointed to serve on the Walla Walla County Planning Commission, said term of appointment to expire March 1, 2020; and

WHEREAS, Ms. Liberty is willing to accept reappointment to serve on said Commission; and

WHEREAS, inadvertently this reappointment was overlooked; and

WHEREAS, terms of the appointment to the Planning Commission are for four (4) years, and for consistency, all terms are established to begin and end on March 1; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that Michelle Liberty shall be reappointed to the Walla Walla County Planning Commission, with terms of appointment for each to be effective as of March 1, 2020 and to terminate on March 1, 2024.

Passed this 13th day of **July, 2020** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Jill Munns, Assistant 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*

a) Consent Agenda Items:

- 1) Resolution _____ - Approving Amendment 1 to Agreement No. 00008864 by and between Third Sector New England, Inc. and Walla Walla County Dept. of Community Health (A Way Home Washington)
- 2) Resolution _____ - Approving Amendment No.01 to Contract Number 1963-58948 between the State of Washington Department of Social and Health Services (DSHS) and Walla Walla County

b) Action Agenda Items:

- 1) Proposal 2020 07-13 DCH-1 Approval to work with Human Resources to update a position description transitioning Community Engagement Program Assistant to a Youth Engagement Program Assistant

c) COVID-19 update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING
AMENDMENT 1 TO AGREEMENT
NO. 00008864 BY AND BETWEEN
THIRD SECTOR NEW ENGLAND,
INC. AND WALLA WALLA
COUNTY DEPT. OF COMMUNITY
HEALTH (A WAY HOME
WASHINGTON)



RESOLUTION NO. **20**

WHEREAS, Walla Walla County Department of Community Health has proposed contract Amendment 1 with Third Sector New England, Inc. (A Way Home Washington) for the provision of the Anchor Community Initiative program; and

WHEREAS, the amended contract benefits the citizens of Walla Walla County; and

WHEREAS, the County Prosecuting Attorney and Technology Services Director have reviewed said amendment; now therefore

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

Passed this 13th day of July, 2020 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Jill Munns, Assistant 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*

**AMENDMENT I
TO AGREEMENT No. 00008864
BY AND BETWEEN
THIRD SECTOR NEW ENGLAND, INC.
AND
WALLA WALLA COUNTY DEPT. OF COMMUNITY HEALTH**

This First Amendment amends the Agreement entered into between Third Sector New England, Inc. dba TSNE MissionWorks ("TSNE MissionWorks") on behalf of its fiscally sponsored project A Way Home Washington and Walla Walla County Dept. of Community Health (the "Anchor Community Contractor"), effective August 1, 2019 (the "Existing Agreement"). Capitalized terms used in this First Amendment without definition shall have the meanings assigned to them in the Existing Agreement.

Whereas, the Parties now wish to amend the Existing Agreement;

Now, therefore, the Parties hereby agree as follows:

1. In addition to the Services specified in Article 4, Scope of Services, which shall remain in full force and effect and continue to be performed, the following Services shall also be performed by the Anchor Community Contractor:

The Anchor Community Contractor shall recruit, hire and employ a Youth Engagement Assistant ("YEA") to support A Way Home Washington's youth engagement capacity efforts to ensure youth participation in the Anchor Community Initiative ("ACI") in Walla Walla. The term of the YEA position shall be in effect as of June 5, 2020 to July 31, 2020 ("YEA Term").

The YEA shall dedicate a minimum of 10 hours per week to oversee and support Anchor Community Core Team meetings, consisting of at least 2 full members and a youth group outside of the Core Team. The Core Team shall select improvement projects to implement in Walla Walla in furtherance of each of the ACI goals.

YEA shall assume the responsibility of the the Anchor Community Contractor for ensuring the participation of 2 youth/young people between the ages of 12-24 with lived experience of homelessness and two (2) youth/young adults with lived experience of homelessness participate as active members of the ACI Community Team for rest of the term of this Agreement, as well as oversight of stipend payments.

Additionally, the Anchor Community Contractor shall supervise and provide guidance to the YEA, including but not limited to:

- Collaborate actively to ensure that all young people being engaged in ACI meetings
- Ensure that all young people are compensated via the ACI youth stipend fund
- Support the implementation of improvement projects for each ACI goal
- Providing food, snacks and other supplies needed for facilitating and engaging young people in meetings

2. The following text shall be added to the end of Article 5, Compensation:

"Compensation paid to the YEA for 10 hours per week for the YEA Term shall be allocated from unspent funds from the Budgeted Amount of \$60,000 from the Existing Agreement, originally restricted for the ACI Coordinator. The Local Coordinator shall continue to provide Services for 20 hours per week."

All other articles of the Existing Agreement shall remain unchanged.

Signature page follows

To evidence the Parties' agreement to this First Amendment, they have executed and delivered it effective as of the date of the last signature below.

THIRD SECTOR NEW ENGLAND, INC.

By: _____ Date: _____

Elaine Ng, Chief Executive Officer

WALLA WALLA COUNTY DEPT. OF COMMUNITY HEALTH

By: _____ Date: _____

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING
AMENDMENT NO. 01 TO
CONTRACT 1963-58948
BETWEEN THE STATE OF
WASHINGTON DEPARTMENT OF
SOCIAL AND HEALTH SERVICES
(DSHS) AND WALLA WALLA
COUNTY



RESOLUTION NO. **20**

WHEREAS, Walla Walla County Department of Community Health has proposed contract Amendment No. 01 with Washington State Department of Social and Health Services (DSHS) for administering and coordinating Walla Walla County Developmental Disabilities programs; and

WHEREAS, the amended contract adds funding and scope of services for the 2020-21 fiscal year (July through June); and

WHEREAS, the County Prosecuting Attorney and Technology Services Director have reviewed said amendment; now therefore

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

Passed this 13th day of July, 2020 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

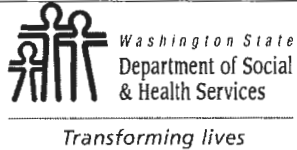
Jill Munns, Assistant Clerk of the Board

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*



CONTRACT AMENDMENT

DSHS CONTRACT NUMBER:
1963-58948

Amendment No. 01

This Contract Amendment is between the State of Washington Department of Social and Health Services (DSHS) and the Contractor identified below.

Program Contract Number
Click here to enter text.
Contractor Contract Number

CONTRACTOR NAME Walla Walla County	CONTRACTOR doing business as (DBA) Columbia-Walla Walla DDA County Services
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CONTRACTOR ADDRESS PO Box 1753 Walla Walla, WA 99362-	WASHINGTON UNIFORM BUSINESS IDENTIFIER (UBI) 363-006-535	DSHS INDEX NUMBER 1242
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CONTRACTOR CONTACT Cindy Wolski	CONTRACTOR TELEPHONE (509) 524-2939	CONTRACTOR FAX Click here to enter text.	CONTRACTOR E-MAIL ADDRESS cwolski@co.walla-walla.wa.us
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DSHS ADMINISTRATION Developmental Disabilities Admin	DSHS DIVISION Division of Developmental Disabilities	DSHS CONTRACT CODE 1769CS-63
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DSHS CONTACT NAME AND TITLE Seanna Woodard Operations Manager	DSHS CONTACT ADDRESS 1611 W Indiana Ave Spokane, WA 99205
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DSHS CONTACT TELEPHONE (509)329-2952	DSHS CONTACT FAX (509)568-3037	DSHS CONTACT E-MAIL ADDRESS woodas@dshs.wa.gov
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IS THE CONTRACTOR A SUBRECIPIENT FOR PURPOSES OF THIS CONTRACT? No	CFDA NUMBERS
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AMENDMENT START DATE 07/01/2020	CONTRACT END DATE 06/30/2021
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PRIOR MAXIMUM CONTRACT AMOUNT \$1,000,874.00	AMOUNT OF INCREASE OR DECREASE \$945,945.00	TOTAL MAXIMUM CONTRACT AMOUNT \$1,946,819.00
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REASON FOR AMENDMENT;
CHANGE OR CORRECT PERIOD OF PERFORMANCE AND MAX CONTRACT AMOUNT

ATTACHMENTS. When the box below is marked with an X, the following Exhibits are attached and are incorporated into this Contract Amendment by reference:
 Additional Exhibits (specify): Exhibit B

This Contract Amendment, including all Exhibits and other documents incorporated by reference, contains all of the terms and conditions agreed upon by the parties as changes to the original Contract. No other understandings or representations, oral or otherwise, regarding the subject matter of this Contract Amendment shall be deemed to exist or bind the parties. All other terms and conditions of the original Contract remain in full force and effect. The parties signing below warrant that they have read and understand this Contract Amendment, and have authority to enter into this Contract Amendment.

CONTRACTOR SIGNATURE	PRINTED NAME AND TITLE	DATE SIGNED
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DSHS SIGNATURE	PRINTED NAME AND TITLE	DATE SIGNED
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This Contract between the State of Washington Department of Social and Health Services (DSHS) and the Contractor is hereby amended as follows:

1. The Total Maximum Contract Amount is hereby increased in the amount of \$945,945 for a new Contract Amount of \$1,946,819. This amount is for services provided during the added fiscal year.
2. The Program Agreement end date is extended to June 30, 2021.
3. Section 1. Definition Specific to Program Agreement Item c.(3) (c) will be replaced with the following language:
 - a. (3) (c) "Partnership Project". Collaborative partnerships with school districts, employment providers, DVR, families, employers and other community collaborators needed to provide the employment supports and services young adults with developmental disabilities require to become employed during the school year they turn twenty-one (21). Supports provided should complement and not replace what the student(s) receive through the Individualized Education Program (IEP).
4. Section 1. Definition specific to Program Agreement will include the following definitions:
 - v. Competitive Integrated Employment - work performed by an individual on a part-time or full-time basis, within an integrated setting within the community that meets HCBS settings requirements. The individual must be compensated at minimum wage or higher, using the higher of the Federal, State, or local rate, and at a rate comparable to the wage paid to non-disabled workers performing the same tasks, including receiving the same benefits and opportunities for advancement.
 - w. Employment Outcome Payment – A document derived from employment readiness activities performed by transition students who are between ages 19 through 20 that identifies actionable next step for employment. The employment service providers developing the Job Foundation report will be supporting transition students with employment activities for an average of 35 hours until student moves to Job Development phase of employment activities.
 - x. Job Foundation document – A document derived from employment readiness activities performed by transition students that identifies actionable next step for employment.
5. Section 6. Statement of Work is revised to include the following:
 - q. Partnership Project.
 - (1) A Job Foundation document will be completed per guidelines for eligible students. Eligible students are DDA clients who were born between 9/1/00 through 8/31/01, currently attending school and have completed an application to participate in this Value Based Payment project. The VBP project application will include the following minimum criteria identified in the sample application found at:
https://www.dshs.wa.gov/sites/default/files/DDA/dda/documents/Job%20Foundation%20Application_040720%20%28002%29.docx
 - (2) Qualified providers will collaborate with School District staff to complete the Job Foundation document and then provide a copy to the County. To be a qualified provider for the Partnership Project the Counties must require the provider to have a current contract with the Division of Vocational Rehabilitation; a contract in good standing with the County and cannot be in provisional status; a minimum of two years' experience providing Individual Employment with

demonstrated job placement skills. If the Job Foundation recommendation is for subminimum wage work / group work, service provider may not continue support.

(3) County participating in the Partnership Project must have the ability to work collaboratively with School Districts to identify DDA students in high school, collect and track information, be proficient in electronic spreadsheets, and ability to evaluate if completed Job Foundation document(s) meet quality standards.

r. Employment Outcome Payment. – Providers, with transition students born between 9/1/00 through 8/31/01, high acuity and authorized for Individual employment, may receive one outcome payment if student obtains a competitive integrated job approved by the County within timeframes described in the chart below. If the County is also the service provider DDA will provide the job approval. If the job is at a minimum of ten hours of work per week an additional amount will be include in the payment.

6. Section 8. Billing and Payment, will include the following:

l. Reimbursement for Partnership project: a claim of \$2,400 per student for each completed Job Foundation document that is at a satisfactory or above rating will be requested through the AWA system as other monthly cost

m. 94 Partnership line item. A copy of the completed Job Foundation document will be sent electronically to DDA Employment and Day HQ staff.

m. Job placement verification for transition students: The AWA Employment Output for Individual Employment will be completed and submitted with payment request to verify employer, job start date, job type, etc.

7. Adding two new section as follows effective 7/1/2019:

Section 12. Confidential Information. All Counties and their subcontractors must:

A. Ensure the security of Confidential Information;

B. Use a Trusted Network when available;

C. When transporting outside of a Secure Area, Portable Devices and Portable Media with DSHS Confidential Information must be under the physical control of staff with authorization to access the Data, even if the Data is encrypted.

D. When transporting data containing DSHS Confidential Information outside a Secure Area must encrypt the data.

Section 13. Data Security Requirements. Exhibit A shall only apply to the County if the County serves 150 or more DSHS clients. The Exhibit A will apply to the County subcontractor if the subcontractor serves 150 or more DSHS clients.

8. Exhibit A – Data Security Requirements the following replaces existing language effective 7/1/2020:

Section 1 Definitions, item e, "Encrypt means to encode Confidential Information into a format that can only be read by those possessing a "key" ; a password, digital certificate or other mechanism available only to authorized users. Encryption must use a key length of at least 128 bits (256 preferred and required to be implemented by 6/30/2021 for symmetric keys, or 2048 bits for asymmetric keys. When a symmetric key is used, the advance Encryption Standard (AES) must be used if available.

Section 4 Authorization, Authentication, and Access, item h, (6) Ensuring use of Multi-factor Authentication to connect from the external end point to the internal end point. All contractors must be in compliance by 6/30/2021.

9. Exhibit B. Program Agreement Budget is hereby replaced with the following Budget Revision:

EXHIBIT B
Program Agreement Budget
 Original Budget Budget Revision

REVENUES

Fiscal Year	Fund Source	Original	1 st Revision	2 nd Revision	3 rd Revision
2020	State Only	509,106			
	Waiver				
	Total Rev.	\$1,000,874			

Fiscal Year	Fund Source	Original	1 st Revision	2 nd Revision	3 rd Revision
2021	State Only	481,294			
	Waiver				
	Total Rev.	\$945,945			

COUNTY FY 2021 SPENDING PLAN

	Planned Expenditures				
	Local Funds	PASRR Funds	State Funds	Medicaid Funds	TOTAL
ADMINISTRATION (CMIS/AWA BARS 11)			34,037	27,847	61,884
OTHER CONSUMER SUPPORTS (CMIS/AWA Code 31, 32, 41, 92, 93, 94)			31,809	26,027	57,836
CONSUMER SUPPORT STATE-ONLY					
Child Development			8,871		8,871
MEDICAID CLIENTS			404,477	404,477	808,954
ROADS to COMMUNITY LIVING			2,100	6,300	8,400
TOTAL			481,294	464,651	945,945

All other terms and conditions of this Contract remain in full force and effect.

10:30

PUBLIC WORKS DEPARTMENT

Tony Garcia

a) Action Agenda Items:

- 1) Resolution _____ - Vendor's bid award for Aluminum Box Culvert
- 2) Execute Columbia Basin Project Agreement for Permanent Release of Water Allotment with South Columbia Basin Irrigation District (SCBID)

b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A VENDOR'S
BID AWARD FOR ALUMINUM BOX
CULVERT



RESOLUTION NO. **20**

WHEREAS, Vendor quotes were due by 10:00 a.m. on Thursday, July 9, 2020 for an aluminum box culvert; and

WHEREAS, the following quote was received by Walla Walla County:

- 1) Contech Engineered Solutions \$150,134.27
 Greeley, CO.

WHEREAS, Contech Engineered Solutions submitted the lowest responsive, responsible bid, now therefore,

BE IT HEREBY RESOLVED, by this Board of Walla Walla County Commissioners, that the aluminum box culvert is awarded to Contech Engineered Solutions for \$150,134.27

Passed this 13th day of July, 2020 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Jill Munns, Assistant 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*

**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: 8 July 2020

Re: Director's Report for the Week of 6 July 2020

Board Action: 13 July 2020

Resolutions:

In the Matter of a Vendor's Quote Award – Aluminum Box Culvert for the Mud Creek Road Project

ENGINEERING:

- Mill Creek Road MP 1.1 to MP 3.96 (Five Mile to Seven Mile): Consultant is preparing offers for property acquisition.
- Mud Creek: Working on right of way acquisition and construction material procurement.
- Middle Waitsburg Road: Consultant is working on right of way acquisition documents.
- Wallula/Gose: working on project design.
- Seven Mile Bridge: Plan to meet with WSDOT on-site to discuss the temporary bridge construction.
- Arch Bridge: Received fund authorizations for preliminary engineering. We will begin survey.
- Dell Sharpe Bridge: Received fund authorization for preliminary engineering. We will prepare Request for Proposals (RFPs) for consultant work.
- Drumheller Bridge: Received fund authorization for preliminary engineering. We will begin survey and design.

MAINTENANCE/FLEET MANAGEMENT:

- **2020 Chip Seal:**
 - Approximately 24 miles of chip seal completed.
- Vegetation crews assisting with flagging operations during chip seal and spraying as weather allows.
- Garage crews working on routine vehicle maintenance.

ADMINISTRATION:

- Working on our 2021 department-wide budget.
- Attended a web meeting with Washington State Association of County Engineers (WSACE) related to COVID-19.
- Continue to work with FEMA Public Assistance (PA) and FHWA Emergency Relief (ER) programs to continue to obtain reimbursement for the costs incurred as a result of the February flood.
- Continue to work with the Corps of Engineers to repair the Mill Creek Levees and Concrete Channel to pre-flood condition through their Public Law (PL) 84-99 program.
- All staff (supervisors and office personnel) attended the Anti-Harassment Webinar presented by the Washington Counties Risk Pool.
 - Crews and Foremen will watch the Anti-Harassment Webinar after Chip Seal is complete.
- 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.

a) Consent Agenda Items:

- 1) Approval of Memorandum of Understanding between Norrie Gregoire, Walla Walla County Corrections Department Director and Robert Henry, Facilities Maintenance Director (Department Responsibilities)
- 2) Approval of Memorandum of Understanding between Norrie Gregoire, Walla Walla County Juvenile Court Administrator and Robert Henry, Facilities Maintenance Director (Department Responsibilities)

b) Department update and miscellaneous

**MEMORANDUM OF UNDERSTANDING
BETWEEN
NORRIE GREGOIRE, WALLA WALLA COUNTY CORRECTIONS DEPARTMENT DIRECTOR
AND ROBERT HENRY, FACILITIES MAINTENANCE DIRECTOR**

This Memorandum of Understanding is entered into this ____ day of _____, 2020, to memorialize agreements reached between Norrie Gregoire, Walla Walla County Corrections Department Director, and Robert Henry, County Facilities Maintenance Director, regarding maintenance and day-to-day operations of the Adult County Jail Facility. In the event the Facilities Maintenance Director and County Corrections Director encounter a maintenance, repair, or similar issue that is not listed below or that does not readily fall into a listed category, both parties agree to resolve the issue through discussion and only if agreement is not reached, to then refer the matter to the Board of Commissioners for resolution.

COUNTY CORRECTIONS (JAIL'S) RESPONSIBILITIES

- Daily Maintenance/Cleaning of Jail Facility, includes office, public lobby, kitchen, and custody areas
- Radio system
- Telephone system
- Office equipment
- Cameras
- Locks and electrical issues in the control room
- Television monitors & other consumer grade electronic equipment repairs
- Stripping and Buffing of VCT flooring in all areas

FACILITIES MAINTENANCE DEPARTMENT'S RESPONSIBILITIES

- Preventative scheduled maintenance of locks, HVAC, plumbing, generator
- Doors, locks and closures
- HVAC system
- Elevator
- Mechanical systems (electrical/plumbing, natural gas, etc.)
- Outside lights
- Replace lights in all areas
- General maintenance**
- Kitchen Appliances
- Generator- maintenance and repair

***Includes roofing, painting, floor coverings, window coverings and other items related to the general maintenance of the building.*

CORRECTIONS DEPARTMENT

By:

Norrie Gregoire

(date)

FACILITIES MAINTENANCE DEPARTMENT

By:

Robert Henry

(date)

**MEMORANDUM OF UNDERSTANDING
BETWEEN
NORRIE GREGOIRE, WALLA WALLA COUNTY JUVENILE COURT ADMINISTRATOR
AND ROBERT HENRY, FACILITIES MAINTENANCE DIRECTOR**

This Memorandum of Understanding is entered into this ____ day of _____, 2020, to memorialize agreements reached between Norrie Gregoire, Walla Walla County Juvenile Court Administrator, and Robert Henry, County Facilities Maintenance Manager, regarding maintenance and day-to-day operations of the Juvenile Justice Center. In the event the Facilities Maintenance Director and Juvenile Court Administrator encounter a maintenance, repair, or similar issue that is not listed below or that does not readily fall into a listed category, both parties agree to resolve the issue through discussion and only if agreement is not reached, to then refer the matter to the Board of Commissioners for resolution.

COURT SERVICES- JUVENILE JUSTICE CENTER'S RESPONSIBILITIES

- Radio system
- Telephone system
- Office equipment
- Cameras
- Locks and electrical issues in the control room
- Television monitors & other consumer grade electronic equipment repairs
- Detention – Daily cleaning, including paper towels/TP

FACILITIES MAINTENANCE DEPARTMENT'S RESPONSIBILITIES

- Daily maintenance of building
- Public and Employee restrooms
- Urinalysis Room and Break Room Paper Towels/TP dispenser reload (Court Services purchases)
- Doors, locks and closures
- HVAC system
- Mechanical systems (electrical/plumbing, natural gas, etc.)
- Outside lights
- Replace lights in all areas
- General maintenance**
- Appliances
- Generator- maintenance and repair

***Includes roofing, painting, floor coverings, floor stripping and polishing, window coverings and other items related to the general maintenance of the building.*

CORRECTIONS DEPARTMENT

By:

Norrie Gregoire

(date)

FACILITIES MAINTENANCE DEPARTMENT

By:

Robert Henry

(date)



Norrie Gregoire, Director
Matt Stroe, Jail Commander

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

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

To: BOCC
From: Norrie Gregoire, Director of Corrections
Date Written: 07/08/2020
RE: Director's Report

Board Action Items:

- » Two (2) updated MOU's between JJC/Facilities Maintenance and Corrections/Facilities Maintenance delineating departmental responsibilities and duties.

Department Updates:

Service Providers, Programming & Essential Services

➤ Corrections

- RFP to provision Medical and Behavioral Health Services yielded one (1) response; as a result, BOCC and current provider agreed to extend a contract through 12/31/2020; RFP will be reposted with revised insurance requirements.

➤ Court Services

- JJC will resume Aggression Replacement Training (ART) last week of July with modifications to curriculum and environment with social distancing and other safety practices in place;
- "Child Advocate Program" is new name of local CASA.

Personnel

➤ Corrections

- One staff currently in the Academy whom we've placed in the Pathways portable;
- Two women successfully passed the PAT and written on 7/9; moving on to next phase of hiring;
- Sgt. who has been on military leave for last 13 months is expected back to work in September;

Equipment/Technology/Facilities

- Bullpen (temporary holding area) now installed in Jail Booking Area; some minor modifications to lock receivers needed; VCell cameras installed; will discuss adding lavatory to Bullpen with Robert.
- Elevator work progressing quickly; Schindler had bulk of their work complete on 7/8; WWE spent the day of 7/9 on electrical.

- 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: 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))

11:15

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))

11:30

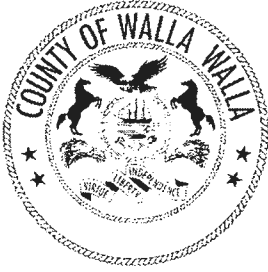
COUNTY COMMISSIONERS

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

Written Department updates only provided by:

**TECHNOLOGY SERVICES DEPARTMENT
FACILITIES MAINTENANCE DEPARTMENT**

**Chad Goodhue
Robert Henry**



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

July 13th, 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 – has begun
 - Cisco Headset rollout – has begun
 - 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
 - Setting up new elections space – workspace complete, back room items waiting for furniture
 - Elections Security Cameras – Waiting funding approval by State
 - Elections (Old Health Department) – Configure and wire to handle ballots for 3 stations by the 15th of July
 - Evaluating court at the fairgrounds – waiting on direction on how to move forward
 - S2 Netbox Consolidation and Migration – finalizing scope of work with WWE to potentially include Elections and JJC for physical security access
 - Lastpass – Enterprise password management software – working with company to rollout software out and train staff on use
 - 86 CARES laptops – have been purchased and we are waiting on a delivery ETA so that we can start a deployment plan
 - 172 monitors – need to be replaced with the new laptops to maintain technical compatibility
 - Thycotic self service portal – This will replace the Quest self-service portal and is Windows 10 and Duo compatible
 - 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
 - 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

- Tech Services is continuing to work with WWE to virtualize our physical security county wide and to provide additional network drops for the new Election Office for physical security.

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 and Elections
- 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
- **Inventory**
 - TS will have a new surplus list for review in the coming weeks
- **Public Record Requests Last 2 Weeks**
 - 5 = Requests received
 - 1 = Forwarded to departments
 - 15 = Completed
 - 0 = Pending review
 - 0 = Pending Closure
 - 0 = Litigation hold
 - 0 = Pending 3rd party notice
 - 15 = Open
 - YTD = 50

Some of these are waiting for legal review or guidance, or response by other departments
- **Service Desk Issues Last 2 Weeks**
 - 117 = Requests received
 - 67 = Open
 - 113 = 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.

Walla Walla County Facilities Department

317 W Main St, Walla Walla, WA 99362

Update July 13th

Maintenance:

- Hand Sanitizers installed in building entrances.
- Continued work to create barriers between workspaces. Especially needed with new orders for mask wearing when in public spaces.
- Installed Wall Mounted temperature monitors at JJC to assist with health checks of people entering the building.
- Pre-installation of equipment for the jail elevator is complete, and installation of the elevator has begun. The project manager has estimated approximately 1 week to complete the installation.
- Facilities is working with the Courts and other departments to plan for resumption of more court services, including plans on how to best organize larger groups safely if needed.

Custodial

- Custodial has continued cleaning with an emphasis on disinfecting public spaces and commonly touched surfaces.
- Trash pickup has re-commenced for all spaces.
- Facilities has begun planning for the opening of additional public services and getting the resources to adequately clean and disinfect these areas. A new Seasonal position has been advertised to assist with cleaning and disinfecting.

Grounds

- In addition to the normal grounds maintenance for this time of year, several repairs to the irrigation system were required the past 2 weeks and leaks and clogged sprinklers were repaired or replaced.

Facilities Department

Genny Cooper was hired as a full time Facilities building Technician.

- 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.