

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, JANUARY 22, 2024

Commissioners have resumed in person public meetings and will also continue to host the meetings via WebEx.

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>

PLEASE NOTE: All times are tentative and at the discretion of the Chairman with the exception of advertised bid openings and public hearings.

9:45 A.M. COUNTY COMMISSIONERS

Chairman Kimball

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) Silence cell phones
- c) Declarations re: conflict of interest
- d) Approval of agenda
- e) Pledge of Allegiance
- f) Public comment period (time limitations may be imposed)
- g) **Action Agenda Items:**
 - 1) Review submitted Employee Payroll Action Forms
 - 2) Review vouchers/warrants/electronic payments
- h) **Consent Agenda Items:**
 - 1) Resolution – Minutes of County Commissioners' proceedings for January 16 and 17, 2024
 - 2) Payroll action and other forms requiring Board approval
- i) **Action Agenda Items:**
 - 1) County vouchers/warrants/electronic payments as follows: _____ through _____ totaling \$ _____; _____ through _____ totaling \$ _____ (travel); 4257536 totaling \$155.30 (Special Run)
 - 2) Resolution – Approving an agreement between Walla Walla County and Benton-Franklin Counties for Mutual Use of Juvenile Detention Center Facilities
 - 3) Resolution – Walla Walla County Commissioners' Committee Assignments for 2024
 - 4) Resolution – Approving out of state travel for Sheriff's Office Employee (Parris)
 - 5) Execute Agreement No. EMD 2023-001 between Northwest Management Inc and Walla Walla County
 - 6) Authorize Chair to sign Educational Affiliation Agreement between Walla Walla County and Walla Walla Community College

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF
APPROVING AN AGREEMENT
BETWEEN WALLA WALLA
COUNTY AND BENTON-
FRANKLIN COUNTIES FOR
MUTUAL USE OF JUVENILE
DETENTION CENTERS

}

RESOLUTION NO. 24

WHEREAS, Walla Walla County and Benton-Franklin Counties wish to utilize the other parties respective County juvenile detention center as a place of confinement for juveniles under jurisdiction of the court when it is deemed to be in the best interest of the Counties; and

WHEREAS, Walla Walla County and Benton-Franklin Counties are authorized by law to operate a juvenile detention center; and

WHEREAS, this Agreement does not create any separate legal or administrative entity pursuant to RCW 39.34.030; and

WHEREAS, RCW 39.34.080 and other Washington laws authorize any public agency to contract with another public agency to perform services and activities that each such public agency is authorized by law to perform; and

WHEREAS, contracted services shall be in effect January 1, 2024, and shall automatically renew on the same terms and conditions for successive periods of one year each unless terminated earlier in writing;

WHEREAS, said contract was submitted to the Walla Walla County Prosecuting Attorney and Personnel/Risk Manager for approval; now therefore,

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby approve and shall sign said Agreement between Benton-Franklin Counties and Walla Walla County.

Passed this 22nd day of January, 2024 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

Todd L. Kimball, Chairman, District 2

Gunner Fulmer, Commissioner, District 3

Jennifer R. Mayberry, Commissioner, District 1

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

AGREEMENT FOR MUTUAL USE OF JUVENILE DETENTION CENTER FACILITIES

This Agreement is made and entered into by and between **WALLA WALLA COUNTY**, a political subdivision of the State of Washington, and **BENTON-FRANKLIN COUNTIES**, a political subdivision of the State of Washington; hereinafter collectively ("the parties").

RECITALS

WHEREAS, Walla Walla County and Benton-Franklin Counties are authorized by law to operate a juvenile detention center; and

WHEREAS, the parties each wish to utilize the other parties respective County juvenile detention center as a place of confinement for juveniles under jurisdiction of the court when it is deemed to be in the best interest of the Counties; and

WHEREAS, this Agreement does not create any separate legal or administrative entity pursuant to RCW 39.34.030; and

WHEREAS, RCW 39.34.080 and other Washington laws authorize any public agency to contract with another public agency to perform services and activities that each such public agency is authorized by law to perform; and

WHEREAS, the parties have considered the anticipated costs of incarceration services and potential revenues to fund such services and determined it is in the parties' best interests to enter into this Agreement as authorized and provided for by RCW 39.34.080 and other Washington law.

AGREEMENT

For and in consideration of the conditions, covenants, and agreements contained herein the parties agree as follows:

1. **PURPOSE:** It is the purpose of this Agreement to provide each party access to the other party's juvenile detention facilities when it is deemed to be in the best interest of the Counties. Such use shall be solely for the purpose of housing juveniles otherwise subject to incarceration at each party's respective detention center facilities and shall be further subject to all terms and conditions contained herein.
2. **MAILING AND CONTACT ADDRESS:** All written notices, reports, and correspondence required or allowed by this Agreement shall be sent to the following Agreement administrators:

Contract Agency:	Columbia/Walla Walla County Juvenile Court Norrie Gregoire, Administrator 455 West Rose St. PO Box 1754 Walla Walla, WA 99362-0033 Tel: (509) 524-2822 Email: ngregoire@co.wallawalla.wa.us
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County: Benton-Franklin Counties Juvenile Justice Center
David Wheeler, Administrator
5606 W. Canal PI Suite 106
Kennewick, WA 993336-1388
Tel: (509) 783-2151
Email: David.Wheeler@co.benton.wa.us

Notices shall be effective immediately upon receipt if delivered in person. If notice is delivered by US Mail, then it shall be effective three days following the day when it is deposited, postage prepaid, in an official mail receptacle, properly addressed to the other party's contact address and person. If notice is made by email, then it shall be effective at the time of start of business, on the next business day following successful transmission.

Each party must have an Agreement administrator at all times this agreement is in force. Parties may change their Agreement administrator by submitting notice of such change to the other party in writing.

3. AVAILABILITY OF DETENTION CENTER FACILITIES:

Each party shall accept a juvenile requested by the other party at its sole discretion. This discretion is in addition to each party's rights with respect to certain juveniles set forth in Sections 8 and 9 herein. Each party shall only submit juveniles for confinement under this Agreement that are held 24 hours a day in secure confinement. Juveniles incarcerated pursuant to this Agreement will not be eligible for participation in work crew, work release, home monitoring or any other programs in which juveniles serve all or part of their sentences outside the confines of a detention center.

4. COMPENSATION:

- (a) Monetary Consideration. The parties mutually agree that the housing of an juvenile by the Receiving County on behalf of the Transferring County shall be compensated at the rate of \$200 for every 24-hour period, or portion thereof, that said juvenile is in the custody of the Receiving County. Such time period shall be measured from the time said juvenile is transferred to the custody of the Receiving County and ends when the Transferring County resumes custody. The first day of detention will be defined as the first 24-hour period the juvenile is formally admitted to detention. If a juvenile is confined less than 24 hours, a full day will be assessed. Each 24-hour period, or portion thereof, thereafter, will constitute one additional day. For example: a juvenile admitted during the day at 4:00 p.m. Friday and released the following Sunday at 1:00 p.m. will be counted as utilizing two days.
- (b) Other Costs. The Transferring County shall also pay such other costs as are incurred by the Receiving County, or third parties, in incarcerating juveniles on behalf of the Transferring County, as set forth herein, including but not limited to any medical costs required by Section 5.

- (c) Billing. The Receiving County may bill the Transferring County on the 15th day of each month for all amounts due to the Receiving County under this Agreement for the services rendered in the prior calendar month. Payment shall be due from the Transferring County by the 15th day of the following month. Account balances overdue 30 days or more will be subject to a service charge of 1% per month (12% per annum). Should it become necessary, the Transferring County shall pay all collection costs associated with late payments.

5. MEDICAL COSTS AND TREATMENT:

- (a) Services Provided. Upon transfer of custody to the Receiving County, the Receiving County shall provide or arrange for the Transferring County's juvenile to receive all necessary medical, psychiatric, and dental services in accordance with the policies and procedures of the Receiving County and applicable law.
- (b) Cost Responsibility. The Transferring County shall be responsible for, or shall pay for the cost of, all medication prescribed for any of its juveniles. The Transferring County shall also pay for all costs associated with the delivery of medical, psychiatric, and dental services provided to a juvenile who, in the sole discretion of the Receiving County, requires the services of a third-party medical, dental, or psychiatric services provider, and for all emergency medical, dental, or psychiatric services, wherever provided. These costs shall be paid directly to the provider or as a reimbursement to the Receiving County, as directed by the Receiving County. The Receiving County shall bill the Transferring County only for the actual costs charged to the Receiving County and shall provide an itemization with such billing.
- (c) Notice. Except in case of situations deemed an emergency at the sole discretion of the Receiving County, the Receiving County shall notify the Transferring County's Agreement administrator in writing, by email, prior to transfer of a Transferring County's juvenile to a medical, dental or psychiatric provider outside of the County detention center or to a hospital for medical, psychiatric, or dental services.
- (d) Pre-Confinement Consents or Refusals. If a Transferring County's juvenile has either 1) received medical, psychiatric, or dental treatment; or 2) refused any medical, psychiatric, or dental treatment, from the Transferring County or any third-party provider of such services before transfer for confinement in the Receiving County's detention center, the Transferring County shall provide to the Receiving County all written verification of any authorization of or refusal to authorize care or treatment for such juveniles(s).
- (e) Return for Medical Services. Nothing herein shall preclude the Transferring County from retaking custody of an ill or injured juvenile by retaking custody of such juvenile at the Receiving County's detention center. Such retaking of custody shall be preceded by written notice at least 24 hours in advance of the

desired time of retaking custody. However, in situations where the Receiving County, in its sole discretion determines, that a juvenile requires emergency medical care, the Receiving County shall have the right to arrange for emergency medical services (at the Transferring County's expense) notwithstanding a request from the Transferring County to retake custody of the juvenile.

- (f) Records. The Receiving County shall keep records of all medical, psychiatric, or dental services it provides to a juvenile. Upon resumption of custody by the Transferring County, the Transferring County shall receive a copy or summary of the medical, psychiatric, or dental records held by the Receiving County for a juvenile of the Transferring County.
- (g) Transportation of Medications and Records. The Transferring County agrees to transport with the juvenile, any and all applicable medical records, current care instructions, as well as an appropriately labeled 5-day supply of the juvenile's current non-controlled substance medications, and any previously issued over-the-counter medication. The medical record shall at a minimum include the juvenile's name, JUVIS number, date of birth, any known allergies, current medication list, description of current medical problem(s), the in facility medical care provided, and the facility health staff contact information.

6. TRANSPORTATION OF JUVENILES:

- (a) Regular Transport. For all juveniles accepted by the Receiving County and unless agreed otherwise in writing, the Transferring County shall be responsible for transporting juveniles to and from its detention center for all purposes including but not limited to court hearings and medical appointments in Transferring County.
- (b) Transports by the Receiving County. For any transports by the Receiving County required by court order, or made at the Transferring County's request, the Transferring County shall reimburse the Receiving County for all costs associated with such transport; provided, this Agreement shall not be deemed to create an obligation of the Receiving County to provide any transports.
- (c) Transferring County Transport. In the event either party requests that custody of a juvenile be transferred back to the Transferring County, in accordance with any such right set forth in this Agreement, the Transferring County shall transport such juvenile in accordance with the guidelines set forth in this Section 6 (a) or (b) above. If the Transferring County desires to retake custody of the transferred juvenile, the Transferring County shall take custody of the juvenile at the Receiving County's detention center and handle all transport responsibility. The Transferring County shall provide at least 24 hours advanced written notice to the Receiving County of any such expected transport by the Transferring County.

7. TRANSFER OF CUSTODY:

- (a) Commencement of Custody by Receiving County. Transferring County juveniles shall not be deemed to be in the legal custody of the Receiving County until officers from the Receiving County's Department take physical control of such juvenile. The Receiving County shall not be required to take such control of a juvenile until the Transferring County has delivered copies of all juvenile records pertaining to the juvenile's incarceration by the Transferring County or its agent, including a copy of the juvenile's medical records held by the Transferring County or its agent, and a copy of the document that provides legal authority for the incarceration of the juvenile. If additional information is requested by the Receiving County regarding a particular juvenile, the parties shall mutually cooperate to obtain such information. In the absence of documentation and information satisfactory to the Receiving County, the receiving officer may refuse to accept the Transferring County's juvenile for confinement. The Receiving County shall not be required to take custody of or assume control of or responsibility for any property of the juvenile, except for such property that the Receiving County allows juveniles to keep in their cell. The Transferring County's officers delivering a juvenile to the transportation location shall be responsible for ensuring that all paperwork is in order and that all property allowed to be transported with the juvenile is properly packaged. At such time, and only at such time, as all paperwork and property are in order will the Receiving County take physical control of and assume custody of and responsibility for the Transferring County's juvenile to be confined.
- (b) Further Transfer of Custody. Except as otherwise allowed by Section 9 of this Agreement, the Receiving County shall not be required to, under any circumstances, transfer custody of any juvenile confined pursuant to this Agreement to any agency other than to the Transferring County without the written authorization from a court of competent jurisdiction. Even with such authorization, such transfer to another agency shall be at the discretion of the Receiving County and shall be further subject to the provisions of Section 6 above.
- (c) Responsibilities Upon Assumption of Custody. Upon transfer of custody to the Receiving County, it shall be the Receiving County's responsibility to administer the juvenile's sentence pursuant to the order of the committing court in the State of Washington. During such confinement, the Receiving County shall provide and furnish or arrange for all necessary medical and hospital services and supplies in accordance with Section 5 of this Agreement.
- (d) Resumption of Custody by Transferring County. The Transferring County shall be deemed to have resumed legal custody of an juvenile previously transferred to the Receiving County for incarceration pursuant to this Agreement, upon either presentation of such juvenile to the Transferring County's detention facilities, or upon the Transferring County's officers taking physical control of a juvenile at any other location.

8. **RIGHT TO REFUSE/RETURN A JUVENILE:** The Receiving County shall have the right to refuse to accept or to return any of the Transferring County's juveniles at its sole discretion, for any reason, including but not limited to the following:
- (a) **Pending Medical Needs.** The Receiving County shall have the right to refuse to accept any Transferring County juvenile who, at the time of presentation or drop off to the Receiving County's detention center facilities for confinement, is without the required medication and records as provided in Section 5(g), or appears as determined by the Receiving County, in need of medical, psychiatric, or dental attention, until the Transferring County has provided medical, psychiatric, or dental treatment to the juvenile to the satisfaction of the Receiving County.
 - (b) **Problematic Physical History or Behavior and New Medical Conditions.** The Receiving County shall have the right to refuse to accept or to return any Transferring County's juvenile that, in the sole judgment of the Receiving County, has a history of serious medical problems, presents a serious risk of escape, presents a serious risk of injury to other persons or property, represents a risk to the orderly and safe operation of the detention center, or develops an illness or injury that may adversely affect or interfere with the operations of the Receiving County's detention center. Any special transport costs, medical or otherwise, incurred in the return of the Transferring County's juvenile under this subsection shall be the responsibility of the Transferring County. The Receiving County agrees to make immediate notification to the Transferring County and forward copies of any and all incident reports, disciplinary reports, findings, and actions.
 - (c) **Claims/Litigation.** The Receiving County shall have the right to refuse to accept or to return any Transferring County juvenile that files a claim or lawsuit against the Receiving County or indicates intent to do so.
 - (d) **Return Due to Upcoming Expiration.** The Transferring County shall have the obligation to begin picking up Transferring County juveniles during the thirty days preceding expiration of this Agreement so that all juveniles may be transported pursuant to the regular transports under Section 6 (a) and (b) above.
 - (e) **Notice of Return and Transport.** The Receiving County shall provide written notice, via email, to the Agreement administrator of the anticipated return of a juvenile under this Section 8 to the contact person identified in Section 2. The Transferring County shall transport the juvenile(s) authorized for return under this Section 9 in accordance with Section 6 (a) and within seven days of such notice.
9. **REMOVAL FROM DETENTION CENTER - OTHER GROUNDS:** The Transferring County's juveniles may be removed from the Receiving County's detention facilities for the following additional reasons:

- (a) Request by Transferring County. Upon written request of the Transferring County for transfer of custody back to the Transferring County. In such case, the juvenile will either be transported by the Transferring County or by the Receiving County pursuant to Section 6 above.
- (b) Court Order. By order of a court having jurisdiction over a Transferring County's juvenile. In such case, transport shall be according to the terms expressed in the court order, or by the Transferring County or the Receiving County pursuant to Section 6 above.
- (c) Treatment Outside of Detention Center. For medical, psychiatric, or dental treatment or care not available within the Receiving County's detention center facilities, or which, in the Receiving County's sole discretion, requires the services of a third-party medical, psychiatric, or dental care provider at a location outside of the detention center.
- (d) Catastrophe. In the event of any catastrophic condition presenting, in the sole discretion of the Receiving County, an eminent danger to the safety of the juvenile(s) or personnel of the Receiving County. In such case, the Receiving County will inform the Transferring County, at the earliest practicable time, of the whereabouts of the juvenile(s) so removed and shall exercise all reasonable care for the safekeeping and custody of such juvenile(s).

10. TRANSFER OF JUVENILES UPON TERMINATION/ OF AGREEMENT:

- (a) Termination by either party. In the event of a notice of termination from the either party in accordance with Section 20 below, the Transferring County agrees to transport according to Section 6(a) and (b) until all juveniles are returned to the Transferring County before the termination date of the Agreement. Release dates schedule shall be determined between the Receiving County and the Transferring County according to the juvenile's normal release date or earlier if necessary, to transport prior to the termination date. Until such removal, the Transferring County shall pay the compensation and costs set forth herein related to the housing of such juvenile(s). The Receiving County shall retain all rights hereunder, notwithstanding such termination, until all of the Transferring County's juveniles are removed from the Receiving County's detention center. If the population of Transferring County's juveniles or timing of notice of termination is such that transports pursuant to section 6(a) and (b) will not be completed prior to the anticipated termination date, then Receiving County may increase transports beyond that in section 6(a) and (b) at Transferring County's expense or may require the Transferring County to transport the excess juveniles.

11. JUVENILE RIGHTS, ACCOUNTS AND PROGRAMS:

- (a) Discipline. With respect to the Transferring County's juveniles, the Receiving County shall maintain and manage disciplinary issues. No discipline prohibited by federal or state law will be permitted. The disciplinary policies and rules of

the Receiving County's detention center shall apply equally to juveniles confined pursuant to this Agreement and to those otherwise confined. The Receiving County agrees to make immediate notification to the Transferring County and forward copies of any and all incident reports, disciplinary reports, findings, and actions.

- (b) Programs. The County shall provide the Transferring County's juveniles with access to all educational, recreational and social service programs currently offered at the Receiving County's detention center under the terms and conditions applicable to all other juveniles at the detention center.
- (c) Inability to Serve Time Outside of Facility. In accordance with Section 3 of this Agreement, the Transferring County's juveniles shall not be allowed to leave the detention center for participation in correctional work crews, work release programs, home monitoring or any other program in which other juveniles sometimes are allowed to leave the physical confines of the detention center as part of serving their sentence.

12. ACCESS TO FACILITY AND PRISONERS:

- (a) Access to Facility. Transferring County shall have the right to inspect, at mutually agreeable times, the Receiving County's detention center in order to confirm the facility maintains standards acceptable to the Transferring County and that its juveniles are treated appropriately. The Receiving County agrees to manage, maintain, and operate its facilities consistent with all applicable federal, state, and local laws applicable to the location of the detention center.
- (b) Access to Juveniles. Transferring County personnel shall have the right to interview juveniles from the Transferring County at any reasonable time within the detention center. Transferring County officers shall be afforded equal priority for use of detention centers interview rooms.

13. ESCAPES AND DEATHS:

- (a) Escapes. In the event of an escape by a Transferring County's juvenile from the Receiving County's detention center, the Transferring County will be notified by phone and in writing as soon as practical. The Receiving County shall have the primary authority to direct the investigation and to pursue the prisoner within its jurisdiction. Any costs related to the investigation and pursuit within its jurisdiction will be the responsibility of the Receiving County. The Receiving County shall not be required to pursue and return the Transferring County's escaped juveniles(s) from outside of the Receiving County's jurisdiction.
- (b) Deaths.
 - (1) In the event of a death of a Transferring County's juvenile in the Receiving County's detention center, the Transferring County shall be

promptly notified by phone and in writing. The Receiving County's Bureau of Law Enforcement and the County Coroner will investigate the circumstances of death. The Transferring County may, if it wishes, join in the investigation and receive copies of all records and documents in connection with the investigation.

- (2) The Receiving County shall, subject to the authority of the County Coroner, follow the written instructions of the Transferring County regarding the disposition of the body. Such written instructions shall be provided within three working days of receipt by the Transferring County of notice of such death. All expenses related to necessary preparation of the body and transport charges shall be the responsibility of the Transferring County. With written consent from the Transferring County, the Receiving County may arrange burial and all matters related or incidental thereto, and the Transferring County shall pay all such expenses. This paragraph deals with relations between the parties to this Agreement and shall not affect the liability or rights of any relative or other person for the disposition of the deceased or any expenses connected therewith.

14. POSTING OF BAIL:

The Releasing County shall not serve as agent for the Transferring County in receipt of any bail bonds or any monies posted for or by a Transferring County's juvenile. Any such bonds or monies will be posted at the Transferring County's detention center. In the event bail is posted for a juvenile, timely and appropriate notification will be given to the Receiving County by the Transferring County.

15. RECORD KEEPING:

The Receiving County agrees to maintain a system of record keeping relative to the booking and confinement of each of the Transferring County's juveniles consistent with the record keeping by the Receiving County for all other juveniles. The Receiving County shall make copies of said records available to the Transferring County upon its request. Monthly medical charges will be itemized indicating all medical costs and procedures performed. The Transferring County will be bound by all confidentiality laws applicable to detention center and/or medical records.

16. INDEMNIFICATION AND INSURANCE:

- (a) Indemnification. The Receiving County shall indemnify the Transferring County, its officers, agents, and employees, from and against any claim, damages, losses, and expenses, including but not limited to reasonable attorney's fees, arising from the Receiving County's performance under this Agreement; provided, to the extent the claim, damages, losses, and expenses are caused by intentional acts of or by the concurrent negligence of the Transferring County, its officers, agents, or employees, the Receiving County's indemnification obligation hereunder shall be limited to the Receiving County's

proportionate share of liability as agreed to by the parties to this Agreement or determined by a court of competent jurisdiction.

- (b) Insurance Requirement. Each party shall obtain and maintain liability coverage in minimum liability limits of Two Million Dollars (\$2,000,000) per occurrence and Three Million Dollars (\$3,000,000) in the aggregate for its conduct creating liability exposures related to confinement of juveniles, including general liability, errors and omissions, auto liability, and professional liability. The insurance policy (ies) shall provide coverage for those events that occur during the term of the policy, despite when the claim is made. Self-insurance or participation in a risk pool shall be sufficient to comply with the provisions of these insurance requirements.
- (c) Certificate of Insurance. Each party to this Agreement agrees to provide the other with evidence of insurance coverage in the form of either 1) a certificate from a solvent insurance provider confirming coverage from a solvent insurance pool which is sufficient to address the insurance obligations set forth above; or 2) written evidence of participation in a program of self-insurance or participation of a risk pool that is sufficient to address the insurance obligations set forth above.

17. NON-DISCRIMINATION POLICY:

The parties agree not to discriminate in the performance of this Agreement on the basis of age, sex, marital status, sexual orientation, race, creed, color, national origin, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal by a person with a disability, or any other legally protected status.

18. ADMINISTRATION/DISPOSAL OF PROPERTY:

This Agreement is executed in accordance with the authority of Chapter 39.34 RCW, the Interlocal Cooperation Act. Pursuant to the provisions of RCW 39.34.030, the Walla Walla County Juvenile Court and the Benton-Franklin Counties Juvenile Justice Center shall be responsible for administering the confinement of juveniles hereunder. No real or personal property will be jointly acquired by the parties under this Agreement. All property owned by each of the parties shall remain its sole property to hold and dispose of in its sole discretion.

19. WAIVER OF RIGHTS:

No waiver of any right under this Agreement shall be effective unless made in writing by an authorized representative of the party to be bound thereby. Failure to insist upon full performance or failure to enforce breach of this agreement on any occasion shall not constitute consent to or waiver of any continuation of nonperformance or any later nonperformance; nor does payment of a billing or continued performance after notice of a deficiency in performance constitute an acquiescence thereto.

20. TERMINATION:

This Agreement may be terminated prior to expiration by written notice from either party delivered by regular mail to the contact person at address set forth herein. Termination by said notice shall become effective ninety (90) days after receipt of such notice. The notice shall set forth the reason the party wishes to terminate the Agreement and the specific plan for accommodating the affected juveniles, if any.

21. DURATION:

This Agreement shall be effective January 1, 2024 and shall automatically renew on the same terms and conditions for successive periods of one year each, unless terminated earlier as provided in this Agreement. Nothing in this Agreement shall be interpreted as requiring either party to renew or extend this Agreement. Nothing in this Agreement shall be construed to make it necessary for the Contracting Agency to continuously house juveniles with the County.

22. GOVERNING LAW:

The parties hereto agree that, except where expressly otherwise provided, the laws and administrative rules and regulations of the State of Washington shall govern in any matter relating to this Agreement and a juvenile's confinement under this Agreement.

23. MISCELLANEOUS:

In providing these services to the Transferring County, the Receiving County is an independent contractor and neither its officers, agents, nor employees are employees of the Transferring County for any purpose including responsibility for any federal or state tax, industrial insurance or Social Security liability. No provision of services under this Agreement shall give rise to any claim of career service or civil service right, which may accrue to an employee of the Transferring County under any applicable law, rule, or regulation.

-This section was intentionally left blank-

Date: _____

WALLA WALLA COUNTY, WASHINGTON

Jennifer Mayberry, Chair
Walla Walla County Commissioner

Todd Kimball, Member
Walla Walla County Commissioner

Gunner Fulmer, Member
Walla Walla County Commissioner

Attest: _____
Clerk of the Board

Approved: _____
Norris Gregoire
Administrator

Approved as to form: _____
Jesse Nolte
Chief Civil Deputy Prosecuting Attorney

Walla Walla County Superior Court

Presiding Judge

NAMES AND TITLES OF AUTHORIZED OFFICER (PERSON WITH LEGAL AUTHORITY: COUNTY COMMISSIONERS' CHAIR OF THE BOARD, MAYOR, CITY/TOWN MANAGER, AGENCY DIRECTOR)

BENTON-FRANKLIN COUNTIES JUVENILE JUSTICE CENTER

David Wheeler, Juvenile Court Administrator

Date

BENTON COUNTY APPROVAL

Approved as to Form:

FRANKLIN COUNTY APPROVAL

Approved as to Form:

Deputy Prosecuting Attorney

Date

Civil Deputy Prosecuting Attorney

Date

By: _____

By: _____

Name: _____

Name: _____

Title: Chairman, Board of Commissioners

Title: Chairman, Board of Commissioners

Date: _____

Date: _____

Attest:

Attest:

Clerk of the
Board: _____

Clerk of the Board: _____

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

DRAFT

**IN THE MATTER OF WALLA
WALLA COUNTY
COMMISSIONERS' COMMITTEE
ASSIGNMENTS FOR 2024**

RESOLUTION NO. 24

WHEREAS, in accordance with RCW 36.32.100, Todd L. Kimball was elected chairman of the Board of County Commissioners for Walla Walla County for 2024; and

WHEREAS, Commissioners Jennifer R. Mayberry, Todd L. Kimball and Gunner Fulmer are duly appointed to serve on the below designated committees for 2024 pursuant to the authority listed.

TODD L. KIMBALL, CHAIR

Blue Mountain Resource Conservation and Development District	Member County
Council on Housing	Standing Committee
County Law Library (ex-officio trustee as Chair)	Statute
Executive Alliance (as Chair)	Standing Committee
Emergency Management Executive Board	Interlocal Agreement
LEOFF I Disability Board (alternate)	Statute
Valley Transit	Statute
WA Counties Insurance Fund	Member County
Walla Walla Fair and Frontier Days Board	County entity Bylaws
Walla Walla 2050 Advisory Committee	Member County

JENNIFER R. MAYBERRY

Emergency Management and Communications Advisory Board	Standing Committee
Emergency Management Executive Board	Interlocal Agreement
Greater Columbia Behavioral Health Regional Support Network (ASO)	Statute
Washington State Association of Counties (WSAC)	
Legislative Steering Committee (alternate)	WSAC Member County
Lodging Tax Advisory Committee	Statute
Southeast Washington Aging and Long Term Care Council of Governments	Interlocal Agreement
Snake River Salmon Recovery Board	Interlocal Agreement
Walla Walla County Council on Housing (alternate)	Standing Committee
Walla Walla Fair and Frontier Days Board	County entity Bylaws
Walla Walla Valley Metropolitan Planning Organization Policy Board	Interlocal Agreement
WESCOM (Walla Walla Emergency Services Communications) Executive Committee	Standing Committee

GUNNER FULMER

Emergency Management Executive Board	Interlocal Agreement
Emergency Medical Services Dept. Advisory Committee	Bylaws
Emergency Medical Services & Trauma Care Council	Bylaws
Greater Columbia Behavioral Health Regional Support Network (ASO) (alternate)	Statute
LEOFF I Disability Board	Statute
Washington State Association of Counties (WSAC)	
Legislative Steering Committee	WSAC Member County
Snake River Salmon Recovery Board (alternate)	Interlocal Agreement
Southeast Washington Aging and Long Term Care Council of Governments (alternate)	Interlocal Agreement
Valley Transit	Statute
WA Counties Risk Pool Board (alternate)	Interlocal Agreement
Walla Walla Fair and Frontier Days Board	County entity Bylaws
Walla Walla Valley Metropolitan Planning Organization Policy Board (alternate)	Interlocal Agreement
Work Force Development Council Regional Board	Statute
Work Source Employers Committee	Standing Committee

and

WHEREAS, it has further been determined that each county commissioner will informally serve as board liaison to county offices and departments, as outlined on the attached "Attachment A", which is by this reference made a part hereof; now therefore

BE IT HEREBY RESOLVED that the above-named Walla Walla County Commissioners shall serve on the above listed committees for the year 2024.

Passed this 22nd day of January, 2024 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

Todd L. Kimball, Chairman, District 2

Gunner Fulmer, Commissioner, District 3

Jennifer R. Mayberry, Commissioner, District 1

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

DRAFT

ATTACHMENT A

**Walla Walla County Board of Commissioners
Board liaisons by office and department
for year 2024**

TODD L. KIMBALL

County elected officials
Community Development
Emergency Management (as chair, assignment will change yearly)
Fairgrounds
Human Resources/Risk Management
Technology Services
Facilities Maintenance (alternate)

JENNIFER R. MAYBERRY

Department of Community Health
Facilities Maintenance
Public Works
WSU Extension
Court Services – JJC (alternate)
Corrections – Jail (alternate)

GUNNER FULMER

Court Services – JJC
Corrections – Jail
Emergency Medical Services
Department of Community Health (alternate)
Fairgrounds (alternate)
Human Resources/Risk Management (alternate)
Public Works (alternate)
WSU Extension (alternate)

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF
AUTHORIZATION FOR OUT OF
STATE TRAVEL FOR WALLA
WALLA COUNTY SHERIFF'S
EMPLOYEE (PARRIS)

RESOLUTION NO. **24**

WHEREAS, the Walla Walla County Sheriff's Office has requested approval for out of state travel for Josh Parris to attend the Law Enforcement Mountain Operations School (LEMOS), on February 2-8, 2024 in Priest River, Idaho; and

WHEREAS, pursuant to County policy, an Employee Travel Authorization form has been submitted for review and consideration; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that out of state travel as outlined above be approved.

BE IT FURTHER RESOLVED that additional time required to travel to and from said training, if necessary, is also approved.

Passed this 24th day of January, 2024 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

Todd L. Kimball, Chairman, District 2

Gunner Fulmer, Commissioner, District 3

Jennifer R. Mayberry, Commissioner, District 1

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

WALLA WALLA COUNTY
Employee Travel Authorization

Date of Request 1/17/2024

Employee Attending: Josh Parris	Estimate of Cost (Includes all costs even prepaid)	
Meeting/Training: Start time/date: 2/3/24 End time/date: 2/8/24	Transportation	
	☐ Air ☐ Bus/Train ☒ County Vehicle ☐ Private Vehicle _____ miles @ _____	\$ \$
	☐ Rental Car ☐ Cab/Bus	\$
Location: City: Priest River State: ID	Lodging	
Title of Meeting/Training: Basic Mountain Operations (Attach agenda/training brochure)	6 night(s) @ \$ All Included	
	Meals	
Departure Date: 2/2/24 Time:	Breakfast(s) _____ @ \$ All Included	\$
Return Date: 2/8/24 Time:	Lunch(s) _____ @ \$	\$
	Dinner(s) _____ @ \$	\$
Place of Lodging: /Basic Mountain Operation Course	Registration/Tuition	
	Cancel Date:	\$
Phone Number:	Total Expenses \$ 750.00	

 Credit Card Use: ☐ Yes ☒ No Date Needed: _____

I hereby acknowledge receipt of the department credit card/advance travel funds, and certify that I will return the credit card/unexpended advance travel funds, together with an expense voucher, and all required receipts within five (5) days of my return. I further agree that if credit card receipts show any amount in excess of authorized reimbursements, I will attach a check or money order for that amount owed or that amount shall be deducted by the County Auditor's Office from my next paycheck.

Josh Parris
 Signature of Employee

 Date: 1/17/24

 Recommended: ☒ Yes ☐ No

[Signature]
 Supervisor Signature

 Date: 1/17/2024

 Out-of-State Travel: ☐ Yes ☐ No
 (Attach Resolution)

 Approved: ☐ Yes ☐ No

[Signature]
 Elected Official/Department Head

 Date: 1/17/24



Mark A. Crider
Sheriff

WALLA WALLA COUNTY SHERIFF'S OFFICE

240 West Alder Street, First Floor
Walla Walla, WA 99362-0220

Sheriff's Office (509) 524 - 5400
Fax (509) 524 - 5480
Dispatch (509) 527 - 3265
Toll Free (866) 527 - 3268
Email: sheriff@co.walla-walla.wa.us

Joe Klundt *Undersheriff*
Richard L. Schram *Chief Criminal Deputy*

Memorandum

Date: January 16, 2024
To: Board of County Commissioners
From: Richard Schram, Chief Criminal Deputy
RE: Out of State Travel: Josh Parris

Deputy Parris is currently a member of our Search and Rescue Team (SAR) and is looking to improve his skills as a SAR member and future agency coordinator. A course many of us have attended is the Law Enforcement Mountain Operations School or LEMOS. This school directly applies.

Deputy Paris is now seeking to further his knowledge through the LEMOS course. The course dates are February 3rd through the 8th. The location is at the Priest River Ranger Station in Priest River, Idaho and is hosted in part by Washington State University and LEMOS.

The course curriculum for this training is 60 hours:

Administration and Introduction (3 hours)

- ☐ Administration and logistics
- ☐ Safety
- ☐ Pre-test
- ☐ Gear dump

Wilderness Ethics (1 hour)

Mountain Operations (14 hours)

- ☐ Basic principals, Clothing and Equipment (4 hours)
- ☐ Avalanche safety (6 hours)
- ☐ Weapons handling, maintenance and use (1 hour)
- ☐ Winter travel – vehicle/foot (3 hour)
 - o Exercises

Survival (10 hours)

- ☐ Basics
- ☐ Shelter
- ☐ Fire
 - o Exercise

Field Craft and Tactics (4 hours)

- ☐ Cover, concealment and observation (1 hour)
- ☐ Field craft – individual & team movement, immediate actions drills (1 hour)
- ☐ Patrolling (1 hour)
 - o Booby Traps (1 hour) Optional
 - o Communications and electronic surveillance (1 hour) Optional
 - o Exercise

Wilderness Medicine (10 hours)

- ☐ Review of basic first aid principals
- ☐ Medical aspects of cold weather operations and cold injuries
- ☐ Trauma management/gun shot wounds
- ☐ Self treatment
- ☐ Movement of wounded
 - o Exercises

Helicopter Operations (1 hour)

- ☐ Basic principals - Safety
- ☐ Aviation resources

Land Navigation (10 hours)

- ☐ Map and compass basics
- ☐ GPS
- ☐ Tactical Route Planning
 - o Map exercises
 - o Day and night outdoor navigation exercises

Practical Exercise – Conduct a tactical patrol operation. (6 hours)

Review, Debrief, Post-test and Evaluations (1 hour)

As a deputy looking to eventually take over as the SAR coordinator, this is fantastic training to set Deputy Parris up for success. I respectfully ask you to consider this essential training for Deputy Parris.

Thank you for your time and consideration on this matter,



Chief Criminal Deputy Richard Schram

Recommendation:

The Walla Walla County Board of Commissioners approve this out of state travel request.



LAW ENFORCEMENT MOUNTAIN OPERATIONS SCHOOL

GO FAR—GO SAFE—GO HOME

Training Announcement Basic Mountain Operations Course Offerings for 2024

The Law Enforcement Mountain Operations School (LEMOS) will be offering two sessions of the Basic Mountain Operations Course (BMOC) in 2024:

BMOC 2023-01, January 6-11, 2024

BMOC 2023-02, February 3-8, 2024

The cost for this course is **\$700.00(US)** per student for sponsoring agencies (RCMP, USBP, USFS, USMS, DEA, SCSO, LCSO, etc.) and **\$750.00 (US)** for non-sponsoring agencies. This includes food, housing, training and all course materials.

The course will be conducted at the Priest Lake Ranger Station, Priest Lake, Idaho. LEMOS sponsoring agencies have enrollment priority. Each course will be limited to a maximum size of 24 students. The enrollment deadline for these courses is **November 15, 2023.**

The attached application form needs to be completed for each student being enrolled. This is a simultaneous application process for both courses and the student needs to indicate which course he or she is applying for. This is a two-stage application process:

Stage 1—Complete and submit an application form for each student as soon as possible. Applications from non-sponsoring agencies are prioritized in the order they are received.

Stage 2—Successful applicants will be notified and receive detailed joining instructions. Tuition payment must be submitted to the Washington Association of Sheriffs and Police Chiefs at that time unless other payment arrangements are approved by the LEMOS Chief. Unsuccessful applicants will also be notified and may request to be wait listed for a course.

BMOC students **MUST** be in good physical condition and capable of traveling 5 kilometers on snowshoes, carrying 40 pounds of equipment in day and night winter conditions. Training days may exceed 12 hours. Detailed information regarding this course and the required equipment and clothing can be found at the following web site:

<http://dgss.wsu.edu/lemos/default.htm>

Each student will receive a joining letter with detailed instructions by email after their application has been accepted.

On behalf of the LEMOS Cadre, thank you for interest and support of this project. We are looking forward to the upcoming courses.

Sincerely,

Michael J. Gaffney

Michael J. Gaffney
LEMOS Chief





Walla Walla County

Emergency Management Department

27 N. 2nd Avenue
Walla Walla, Washington 99362
Phone: (509) 524-2900 • Fax: (509) 524-2910
www.wwemd.info

T. CHRIS LEE
Director

PATRICK PURCELL
Coordinator

Memo

To: Board of Walla Walla County Commissioners
From: T. Chris Lee
Date: January 17, 2024
Re: Contract with Northwest Management, Inc., for Hazard Mitigation Plan Update

I am requesting signature of a personal service contract with Northwest Management, Inc. for the maximum amount of \$89,500 for update of the Walla Walla County Hazard Mitigation Plan (HMP). These services will be provided by December 31, 2024.

Advertising for the HMP Request for Proposals (RFP) occurred on 10/24/2023 and 10/28/2023, resulting in the receipt of five proposals. After evaluation and scoring of these proposals, it was determined that Northwest Management Inc was most qualified to complete the Hazard Mitigation Plan within the requested time and at their proposed cost.

Emergency Management recently signed Contract #24-004 with Washington Military Department Emergency Management Division/FEMA to complete an update of the Hazard Mitigation Plan. The Total Grant/Project Amount is \$126,675.00 with a match requirement from both Washington State and Walla Walla County Emergency in the amount of \$6,238.75, for a total match of \$12,477.50. The match for Walla Walla will be met with Salaries and Benefits for administration of the contract and oversight of the plan revision.

Sincerely,

T. Chris Lee
Director, Emergency Management

AGREEMENT NO. EMD 2023-001

Northwest Management Inc., hereinafter called Contractor, and Walla Walla County, hereinafter called County agree as set forth in this Agreement, including the General Conditions (pp. 2 through 8), Exhibit A (Scope of Work), Exhibit B (Compensation) and Exhibit C (any Special Conditions), copies of which are attached hereto and incorporated herein by this reference as fully as if set forth herein.

The term of this Agreement shall commence on the 1st day of **January 2024**, and shall, unless terminated or renewed as provided elsewhere in the Agreement, terminate on the **31st** day of **December 2024**. This agreement may be renewed by subsequent written agreement.

The maximum consideration for the initial term of this agreement or for any renewal term shall not exceed **\$89,500**, unless otherwise agreed.

Contractor acknowledges and by signing this contract agrees that the Indemnification provisions set forth in Paragraphs 7, 13, 14, 19 and 22, are totally and fully part of this contract and have been mutually negotiated by the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement this 10th day of January, 2024.

CONTRACTOR:

Northwest Management Inc



Adam Herrenbruck, BS
Project Manager

Mailing Address:

Northwest Management INC
233 East Palouse River Drive
Moscow, Idaho 83843
(208) 883-4488
herrenbruck@northwestmanagement.com

Social Security
#RETAINED AT AUDITOR'S OFFICE
or

Business Tax ID
82-0397260

WALLA WALLA COUNTY:
Board of County Commissioners
By:

Chairman

Commissioner

Commissioner

Approved as to Form Only:

Prosecuting Attorney

7. Taxes:

The Contractor understands and acknowledges that the County will not withhold federal or state income taxes. Where required by state or federal law, the Contractor authorizes the County to make withholding for any taxes other than income taxes (i.e., medicare). All compensation received by the Contractor will be reported to the Internal Revenue Service at the end of the calendar year in accordance with the applicable IRS regulations. It is the responsibility of the Contractor to make the necessary estimated tax payments throughout the year, if any, and the Contractor is solely liable for any tax obligation arising from the Contractor's performance of this Agreement. The Contractor hereby agrees to indemnify the County against any demand to pay taxes arising from the Contractor's failure to pay taxes on compensation earned pursuant to this Agreement.

The County will pay sales and use taxes imposed on goods or services acquired hereunder as required by law. The Contractor must pay all other taxes including, but not limited to: Business and Occupation Tax, taxes based on the Contractor's gross or net income, or personal property to which the County does not hold title. The County is exempt from Federal Excise Tax.

8. Regulations and Requirement:

This Agreement shall be subject to all laws, rules and regulations of the United States of America, the State of Washington, and political subdivisions of the State of Washington.

9. Right to Review:

This contract may be subject to review by any federal or state auditor. The County or its designee shall have the right to review and monitor the financial and service components of this program by whatever means are deemed expedient by the County. Such review may occur with or without notice, and may include, but is not limited to, on site inspection by County Agents or employees, inspection of all records or other materials which the County deems pertinent to the Agreement and its performance, and any and all communications with or evaluations by service recipients under this Agreement. The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for three (3) years after contract termination and shall make them available for such review within Walla Walla County, State of Washington, upon request.

10. Modifications:

Either party may request changes in the Agreement. Any and all agreed modifications shall be in writing, signed by each of the parties.

11. Termination for Default:

If the Contractor defaults by failing to perform any of the obligations of the contract or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the County may, by depositing written notice to the Contractor in the U.S. mail, postage prepaid, terminate the contract, and at the County's option, obtain performance of the work elsewhere. If the contract is terminated for default, the Contractor shall not be entitled to receive any further payments under the contract until all work called for has been fully performed. Any extra cost or damage to the County resulting from such default(S) shall be deducted from any

penalty, until such failure to perform is cured or otherwise adjudicated.

17. Future Non-Allocation of Funds:

If sufficient funds are not appropriated or allocated for payment under this contract for any future fiscal period, the County will not be obligated to make payments for services or amounts incurred after the end of the current fiscal period. No penalty or expense shall accrue to the County in the event this provision applies.

18. Contractor Commitments, Warranties and Representations:

Any written commitment received from the Contractor concerning this Agreement shall be binding upon the Contractor, unless otherwise specifically provided herein with reference to this paragraph. Failure of the Contractor to fulfill such a commitment shall render the Contractor liable for damages to the County. A commitment includes, but is not limited to any representation made prior to execution of this Agreement, whether or not incorporated elsewhere herein by reference, as to performance of services or equipment, prices or options for future acquisition to remain in effect for a fixed period, or warranties.

19. Patent/Copyright Infringement:

Contractor will defend and indemnify the County from any claimed action, cause or demand brought against the County, to the extent such action is based on the claim that information supplied by the Contractor infringes any patent or copyright. The Contractor will pay those costs and damages attributable to any such claims that are finally awarded against the County in any action. Such defense and payments are conditioned upon the following:

- a. That Contractor shall be notified promptly in writing by County of any notice of such claim.
- b. Vendor shall have the right, hereunder, at its option and expense, to obtain for the County the right to continue using the information, in the event such claim of infringement is made, provided no reduction in performance or loss results to the County.

20. Disputes:

a. General

Differences between the Contractor and the County, arising under and by virtue of the Contract Documents shall be brought to the attention of the County at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. Except for such objections as are made of record in the manner hereinafter specified and within the time limits stated, the records, orders, rulings, instructions and decisions of the Contracting Officer, shall be final and conclusive.

b. Notice of Potential Claims

The Contractor shall not be entitled to additional compensation which otherwise may be payable, or to extension of time for (1) any act or failure to act by the County, or (2) the happening of any event or occurrence, unless the Contractor has given the County a written Notice of Potential Claim within 10 days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the County. The written Notice of Potential Claim shall set forth the reasons for which

be held to be waived, modified or deleted except by an instrument, in writing, signed by the parties hereto.

26. Survival:

The provisions of paragraphs, 5, 7, 9, 11, 12, 13, 14, 15, 17, 18, 19, 20, 21, 22 and 25, and the provisions of any non-collusion affidavit required by paragraph 4, shall survive, notwithstanding the termination or invalidity of this Agreement for any reason.

27. Discrimination:

Contractor **shall not** unlawfully discriminate against any employee, applicant for employment, recipient of services or programs, or applicant for services or programs, on the basis of race, creed, color, national origin, citizenship or immigration status, families with children, sex, marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability. Contractor shall comply with the Americans with Disabilities Act.

28. Personal Property Furnished by the County:

When the County provides personal property directly to the Contractor for use in performance of this agreement, it shall be returned to the County prior to final payment by the County. If said property is lost, stolen or damaged while in the Contractor's possession, the County shall be reimbursed in cash and by setoff by the Contractor for the fair market value of such property.

29. Conversions:

Regardless of the contract termination date shown on the cover sheet, the Contractor shall not at any time convert any equipment, property or facility acquired or developed pursuant to this agreement to uses other than those for which assistance was originally approved without prior written approval of the County. Such approval may be conditioned upon payment to the County of that portion of the proceeds of the sale, lease or other conversion or encumbrance which monies granted pursuant to this agreement bear to the total acquisition, purchase or construction costs of such property.

30. Certification Regarding Debarment, Suspension, and Other Responsibility Matters:

By signing this agreement, Contractor ensures that they are in compliance with federal requirements for Debarment and Suspension. The Contractor may access the Excluded Parties List System at <http://www.epls.gov>. The Contractor is responsible for ensuring that any lower tier covered transaction includes a term or condition requiring compliance.

31. Insurance:

The Contractor shall furnish and maintain all insurance as required herein and comply with all limits, terms and conditions stipulated therein, at their expense, for the duration of the contract.

November, 17, 2023

Proposal for Services

WALLA WALLA COUNTY HAZARD MITIGATION PLAN AND
COMMUNITY WILDFIRE PROTECTION PLAN UPDATE

NORTHWEST MANAGEMENT, INC.

Executive Summary

Introduction

Northwest Management, Inc. (NMI) is a full-service natural resource consulting firm serving Idaho, and the entire U.S. We are a visionary leader in forestland and environmental management, providing expertise in forestry, wildfire, water resources, wildlife, hazard management, and planning. NMI has more than 30 years of field experience and planning throughout the western U.S.

NMI has prepared numerous county-wide Hazard Mitigation Plans and Community Wildfire Protection Plans in Washington, Oregon, Idaho, Montana, and Wyoming. The company has also developed standards and review criteria for state and county environmental assessments and completed natural resource appraisals. Our staff offer expertise in hazard mitigation and strategic planning, public outreach, forestry and fire, hydrology, geospatial analysis, and project facilitation.

Northwest Management, Inc. has invested in a balanced staff of resource management professionals who blend their talents and capabilities to form an effective resource management team. NMI provides a professional environmental planning and hazard mitigation service to many clients for a variety of purposes, spanning needs from private land management to community grant writing and compliance with federal statutes and agency rules. To accomplish this, NMI employs state-of-the-art technology, nationally recognized resource professionals, and the best-available science to develop real world solutions to resource management challenges.

Experience and Team Overview

NMI's business model is based on a team approach to project management. We have managed and implemented hundreds of projects requiring similar levels of coordination, staffing commitments, timeframes, analysis, and report preparation. Walla Walla County's HMP and CWPP update will require a significant commitment from key staff members within the company. We are prepared to make this commitment and provide the same level of service to Walla Walla County as we have shown to our other clients. Our past preparation of Community Wildfire Protection Plans, Hazard Mitigation Plans, Environmental Assessments, Integrated Resource Management Plans, Forest and Range Management Plans, Biological Assessments, Environmental Assessments, and Watershed Management Plans enables our team to bring great value to any project.

The staff dedicated to this project are mostly housed within Landscape Planning and Research Services and Land Operations' Services. These staff in these services have expertise in a wide range of disciplines including hydrology, forestry, wildland fire, planning, technical writing, research, and GIS.

Experience with Public Relations

As involved members of many styles and types of county and tribal planning committees, NMI feels it is important that we are well versed in local issues and are flexible in working with various organizations and public interest groups. Many key staff members are regularly asked to appear as speakers/presenters at conferences and seminars on a variety of topics all over the Northwest, which we try to accommodate as much as work schedules allow. Additionally, as part of the HMP planning process, NMI has set up booths at local county fairs or other community celebrations to garner public input for the project. We work with planning committees to reach out to the public in a variety of ways to increase public support and participation in the planning process.

Public involvement takes on a different form in each plan. It has been our practice to tailor the approach to best serve the committee in the successful integration of public involvement and comment to the planning process.

Recent Work Experience

The following list highlights NMI's relevant work experience through recent and current hazard plan update projects undertaken.

- Umatilla County, Oregon CWPP update; projected completion in December 2024
- Malheur County, Oregon CWPP update; projected completion in May 2024
- Adams County, Idaho HMP and CWPP update; projected completion in March 2024
- Custer County, Idaho update; projected completion in February 2024
- Boundary County, Idaho HMP update; projected completion in January 2024
- Garfield County, Washington HMP update; completed in 2023
- Latah County, Idaho CWPP update; completed in 2023
- Boise County, Idaho CWPP update; completed in 2023
- Idaho County, Idaho HMP and CWPP update; completed in 2022
- Asotin County, Washington HMP update; completed in 2021
- Payette County, Idaho HMP and CWPP update; completed in 2020 and 2021

In addition to hazard plan updates (HMPs and CWPPs), NMI specializes in administering on-the-ground hazardous fuels reduction treatments for private clients, tribes, and counties. Currently, the Land Operations Service of NMI is consulting with two counties in Idaho – Adams County and Custer County – to implement a wide scope of fuels treatment projects. These projects are the fruits of hazard mitigation planning efforts, such as through the county-level CWPP. The projects are taking the wildfire mitigation strategy to the next stage by following through with these mitigation actions. The projects are funded through a variety of mechanisms, including county budgets, state and federal programs, and federal grants. NMI has the expertise to assist counties in pursuing these grant opportunities by helping identify projects for the CWPP/HMP, ensuring that grant requirements are being met, and by assisting in the grant writing process.

NMI also consults large tribes as they pursue cross-boundary fuels reduction treatments. These programs involve working on both tribal and federal lands to mitigate wildfire hazards. NMI can

Project Approach

Work Plan and Methodology

NMI is familiar with the scope of services as defined in the Request for Proposals issued by Walla Walla County. The project team at NMI has a combination of skilled personnel and professional commitment to accomplish all phases of updating the Hazard Mitigation Plan and Community Wildfire Protection Plan in complete accordance with state and FEMA requirements for local multi-hazard mitigation plans (44 CFR 201.6).

Scoping Study and Gathering Resources

NMI will immediately begin a scoping study to identify what parts of the plan currently meet FEMA requirements and what areas need updating. Once this process is complete, NMI team members will meet with WWEMD to provide the first deliverable – a summary of the plan components that are not in compliance with the current requirements of Title 44 CFR 201.6. NMI will also begin reviewing existing plans and planning mechanisms established in the county. NMI will conduct research into changes in the county and connect with county departments, such as GIS, to begin to collect information that will be needed to make updates to the planning documents and to support the hazard analysis.

Developing the Planning Team

The planning process begins by assembling the planning team or planning committee. This team often consists of members of the county LEPC or another emergency management committee. The group includes a representative from each adopting jurisdiction, city and county staff, government officials, representatives from state and federal agencies, local and regional planning partners, and other stakeholders. Other invitees might include representatives from business and industry, special use districts, and residents. Walla Walla County will need to provide information on who or what agencies and groups should be involved in this process with assistance and advice from NMI.

Planning Meetings

A kickoff meeting will convene the planning team and a regular planning meeting schedule will be established with planning meetings occurring consistently throughout the remainder of the planning process. NMI will lay out the required components of each plan (the HMP and the CWPP) and discuss the expectations of planning team members, stakeholders, and the representatives of adopting jurisdictions. NMI will create the agenda for these meetings in coordination with Walla Walla County. At these, mostly in-person meetings, the team and the consultant will work through several components of the plan, gather, and discuss necessary information, and participate in exercises that build toward satisfying all the plan update requirements. Some meetings may be specifically directed toward the CWPP update while others may be specifically directed toward meeting FEMA standards for the HMP.

- Discuss resources at risk to the hazard
 - Examine past hazard events and the likelihood of future hazard events
- Mitigation Strategy – the mitigation strategy is held as the culmination of all other planning efforts. Therefore, as the communities and hazard risks are assessed, the analysis is done with an eye toward mitigation goals, objectives, and solutions.
 - Describe mitigation goals and objectives for long-term solutions
 - Review past mitigation action items and describe of completed actions or changes in priorities
 - Explain the prioritization scheme used in the mitigation strategy including the cost-benefit analysis
 - Describe the action plan and how mitigation actions will be implemented and administered
- Plan Maintenance and Implementation – this process is developed by the planning committee in collaboration with NMI to meet FEMA requirements.
 - Establish the process to monitor the plans, evaluate the plans annually, and update the plans every five years
 - Describe how the plan will be incorporated into other planning documents and planning mechanisms
 - Explain how continued public involvement will be achieved throughout the five-year life of the plan

Documenting the Planning Process

Throughout the life of the project, NMI will take the lead in documenting the planning process to satisfy FEMA requirements and to contribute to future planning efforts. This documentation typically includes meeting agendas, meeting sign-in sheets, meeting notes, evidence of public involvement, a record of changes in priorities, and evidence of participation by the adopting jurisdiction.

Committee and Agency Review

NMI will provide an administrative draft of the HMP with the CWPP integrated into the plan for WWEMD and the plan will be distributed to the planning committee. The planning committee will provide comments and proposed edits and revisions will then be made by NMI in consultation with WWEMD. The planning committee will then have another opportunity to review the plan. The process will continue until all comments have been adequately addressed. NMI will then prepare a draft for the public review period. Input received from the public will be integrated where applicable into the “public review draft”. NMI will then deliver the final draft to WWEMD who will submit the HMP to the Washington Emergency Management Division for review. If edits are required, NMI will complete the necessary revisions in coordination with the planning team and WWEMD. The state will then send the draft to FEMA for final review and approval. FEMA may also require revisions; in which case the same process will take place again.

NMI has the advantage of a well-balanced staff located nearby in Moscow, Idaho with team members willing to rearrange their schedules to accomplish whatever tasks are necessary to keep project momentum moving forward. It will be vital to meet consistently from, approximately, January through August as a planning committee and to regularly correspond and collaborate outside of planning meetings.

The proposed schedule below identifies the timeframe needed to work through each activity that makes up the HMP update process. Updating the CWPP will occur simultaneous to this process as the CWPP update will be integrated into the HMP wildfire section and the same planning effort used to update the HMP components will also be utilized to update the CWPP components. Some separate or additional meetings may need to be convened to include all of the CWPP planning partners.

[illegible]

Idaho County Courthouse
320 W. Main Street
Grangeville, Idaho 83530
jzumalt@idahocounty.org
208-983-3074

- NMI updated Idaho County's HMP and CWPP in 2021-2023.



Adam Herrenbruck, B.S.

Education:

Bachelor of Science – Journalism

December 2007

Concentrations: writing, research, print media, broadcast media, communications, layout and design;
College of Journalism and Mass Media, University of Idaho, Moscow, ID.

Professional Experience: 2023 - Present

Landscape Planning and Research Manager, Landscape Planning and Research
Northwest Management Inc. (NMI), Moscow, ID

- Project Oversight and Administration
- Responsible for drafting various natural resource plans, including natural hazard and wildfire plans, conservation easement baseline reports, forest management plans, environmental assessments, and other NEPA-related documents.
- Gather information from peer-reviewed sources, open-source databases, and existing planning mechanisms; process and analyze data, interpret maps, and compile anecdotal evidence to develop various types of planning documents.
- Communicate effectively with clients and stakeholders, which may include representatives from federal, state, and tribal entities, local government, the private sector, and the public.
- Conduct public outreach/education efforts that support community planning.
- Ensure that all planning documents represent the interests of the client and that they meet or exceed minimal standards set by the regulatory agency.

Previous Positions:

2014 – 2023: *Forest Technician*, Northwest Management, Inc.

- FEMA hazard management plan-writing and consultation
- Wildland firefighting services
- Prescribed burning and hazard abatement
- Timber management services
- Reforestation administration and planting inspections
- Forest inventory services

2011 – 2013: *Instructional Aide-Paraprofessional* – Moscow Middle School, Moscow, Idaho

- Assisting in classroom education
- Assisting in individual education plans for special-needs students
- Performing student supervision duties

2008 – 2010: *Chief Ranger* – Philmont Scout Ranch, Cimarron, New Mexico

- Management of the Ranger Department (200+ seasonal staff)
- Risk management planning and coordination
- First aid and emergency preparedness training
- Search and Rescue planning and operations management
- Supervision of an outdoor recreation program and backpacking guides
- Conservation strategy and land-use impact mitigation
- Group dynamics conflict resolution
- Staff/client coordination, training and supervision

2008: *Reporter/Photographer* – Clark Fork Valley Press, Plains, Montana

- Researching, writing, and editing news articles for publication
- Photography and publication layout



Eric Nelson, M.F.

Education:

Master of Forestry; 2013, School of Forest Resources and Environmental Science

Michigan Technological University; Houghton, MI.

Bachelor of Science; 2011, Environmental Science; College of Arts Sciences and Letters

University of Michigan Dearborn; Dearborn, MI.

Professional Experience: 2015 – Present

Environmental Planning Specialist, Landscape Planning and Research

Northwest Management, Inc. (NMI), Moscow, ID

- Responsible for drafting various natural resource plans, including natural hazard and wildfire plans, conservation easement baseline reports, forest management plans, environmental assessments, and other NEPA-related documents.
- Gather information from peer-reviewed sources, open-source databases, and existing planning mechanisms; process and analyze data, interpret maps, and compile anecdotal evidence to develop various types of planning documents.
- Communicate effectively with clients and stakeholders, which may include representatives from federal, state, and tribal entities, local government, the private sector, and the public.
- Conduct public outreach/education efforts that support community planning.
- Ensure that all planning documents represent the interests of the client and that they meet or exceed minimal standards set by the regulatory agency.

Past Employment:

- 2014 Season; U.S. Forest Service, La Jara, Colorado
- 2013 Season; Minnesota DNR, Backus, Minnesota
- 2012-2013; Michigan Technological University, Houghton, Michigan
- 2012 Season; U.S. Fish and Wildlife Service, Marquette, Michigan
- 2010-2012; U.S. Geological Survey, Ann Arbor, Michigan

Other Skills, Special Training & Qualifications:

- Microsoft Office, general computer skills
- ArcMap and GIS skills
- Good communication skills
- Cruising and forest inventory
- Timber sale layout
- Ground vegetation sampling
- CPR / First Aid
- Prescribed burning and wildland fire
- Incident Command System Qualifications: Firefighter II
 - National Wildland Fire Training: I-100, S-130, S-190, S-212

Tucker Flaten, B.S



- Nebraska Wildland Incident Response Team (WIRAT) – State-level Type 3 Management Team
- Fuels reduction contract drafting
- Multiple seasons on a State/Tribal Interagency fire crew
- Implementing Fuels Mitigation Projects (statewide in Idaho)

Erica Wimme, B.S

**Education:**

~~Bachelor of Science: 2022~~

Concentration: Natural Resources Management

Minor: Ecological Restoration

Warner College of Natural Resources, Colorado State University- Fort Collins, CO

Training and Certifications:

- National Wildland Fire Training: ICS-100, ICS-300, ICS-700 S-130, S-190
- State of Idaho Division of Occupational and Professional Licensing: Logger's Survival First Aid

Professional Experience: 2023 - Present

Field Forester, Natural Resources Services

Northwest Management, Inc. (NMI), Moscow, ID

- Administration and development of timber sales including log marketing, boundary layout, riparian buffers, and harvest inspection.
- Writing and development of NRCS forest management plans
- Responsible for writing and developing county level forest management plans.
- Wildland firefighting and fuel reduction
- Administration and implementation of reforestation projects
- Analysis and creation of practical map products using Geographic Information Systems (ArcGIS Pro)

Past Employment:

- 2016 – Lifeguard – Fruita Parks and Recreation, Fruita, CO
- 2018 – Perennial Flower Gardener – Colorado State University, Fort Collins, CO
- 2020 – Trail Crew Corpsmember – Larimer County Conservation Corps, Fort Collins, CO
- 2020 – Meat Processing Technician – Colorado State University, Fort Collins, CO
- 2021 – Trail Crew Corpsmember – Southwest Conservation Corps, Durango, CO
- 2022 – Field Forester Technician – Northwest Management Inc., Moscow, ID

Other Experience:

- Collecting forestry field data for fixed and variable radius plots
- Collection and analysis of data using traditional, and LiDAR assisted inventory methods
- Document Record and Management
- Microsoft office
- Interpersonal communication skills

Matt Engberg, B.S

- Responsibilities: Participated in prescribed burning activities as well as trained and supervised up to 6 people for fire suppression.

Forest Technician, US Forest Service, Three Rivers District, MT (3 field seasons)

- Responsibilities: Conducted forest inventories such as stand exams, old growth, pre and post thinning activities, sensitive plant and downed-woody fuel. Applied timber cruising methods as traversing, profiling, tree marking, tally, and plot cruising. Responsible for training in forest inventory and installing permanent growth plots for future analysis.

Other Skills, Special Training, & Qualifications:

- Certified NRCS Technical Service Provider
- Certified Inspector for the American Tree Farm System
- Annual Prescribed Burning Certificate and Fire Refresher
- First Aid Card

Publications:

- Engberg, M.M. and Femreite, E.T. (2011), The Benefits of Fall Tree Planting, Northwest Woodlands Vol. 27, No.1

References available upon request.

EDUCATIONAL AFFILIATION AGREEMENT

between

Walla Walla County

and

Walla Walla Community College

This Educational Affiliation Agreement is entered into by and between Walla Walla Community College, an educational, non-profit corporation located in Walla Walla, Washington (the "College") and Walla Walla County, Washington, (the "Facility"). The Agreement shall become effective on the date that the last required signature is affixed to this Agreement.

Whereas, the College's Human and Social Services program places students in practicums to obtain practical experiences;

Whereas, the Facility wishes to support education in the fields of health and government and is willing to provide an internship experience at the Facility for the College's students;

Now, therefore, in consideration of the mutual agreement set forth in this document, the Facility and the College agree as follows:

I. RIGHTS AND RESPONSIBILITIES OF THE FACILITY

- 1.1 The Facility will designate and submit in writing to the College the name(s) and professional and academic credentials of the health and government professional responsible for the internship experience. This person(s) shall be given the title of "Site Coordinator."
- 1.2 The Site Coordinator shall, at a minimum:
 - a. Provide for meaningful student orientation;
 - b. Coordinate the educational program at the Facility;
 - c. Provide the student with evaluation and feedback for the purposes of enhancing the student's learning experience and ensuring a quality learning experience.
- 1.3 The Facility will prepare and revise research and learning objectives for the purposes of structuring the Community Fellow program and for providing criteria for student evaluation. Revision of objectives will be made as deemed necessary by either party, but the revised objectives must be acceptable to both parties.
- 1.4 Within the framework of the Facility's needs and abilities, the Facility will provide a range of experiences in health and government for the student that is appropriate to the student's needs and level of proficiency and that is of adequate size and variety to ensure the best educational experience possible.
- 1.5 The Facility will at all times remain fully and solely responsible for the care, treatment and well being of all Facility clients.

- 1.6 The Facility will look to provide learning experiences and opportunities to work with other disciplines, as appropriate.
- 1.7 The Facility will notify the College in writing at least thirty (30) days prior to student assignment if there are any changes that will significantly affect the student's educational experience.
- 1.8 The Facility will provide the student with instructional and practical experiences on new equipment and techniques as they are required, and as they are available.
- 1.9 The Facility will notify as soon as possible the Human & Social Services Practicum Coordinator of problems arising with individual students or groups of students.
- 1.10 The Facility **will** evaluate the student in accordance with the guidelines provided by the College.
- 1.11 In the event of a medical emergency involving the student at the Facility, the Facility will contact emergency medical services or transport the student to an appropriate local emergency medical facility. The cost of any such treatment is to be borne by the student and/or the student's health insurance provider and not by the Facility.
- 1.12 The Facility will provide direct supervision of the Human & Social Services practicum student.
- 1.13 The Facility will maintain records and reports on the student's performance. Information shall be shared with the College by using forms supplied by the College or through such other means of communication approved by the College.
- 1.14 The Facility will assist the College and the student by providing information regarding, where applicable, facilities, housing, transportation, policies, and such other information as might be necessary for the student.

II. RIGHTS AND RESPONSIBILITIES OF THE COLLEGE

- 2.1 The College **will** designate and submit in writing to the Facility the name, professional and academic credentials, and faculty **rank** of the faculty person(s) assigned the title of "Program Director." The College's Program Director will be Wesley Maier, Ph.D.
- 2.2 The Program Director shall, at a minimum:
 - a. Coordinate student assignments with the Facility;

- b. Work with the Site Coordinator to provide quality experiences for the student and the Facility; and
 - c. Foster healthy and effective communications between the College and the Facility in all matters relating to this Agreement and the student experiences contemplated by it.
- 2.3 The College will maintain ultimate authority and responsibility over its students, pertaining to their educational experience; this includes the right to revoke or terminate any student assignment to the Facility,
- 2.4 The College will encourage suggestions from the Facility regarding improvement in the College's Human & social Services practicum program.
- 2.5 Wherever possible, the College will visit the Facility at least once a year and participate in written and telephone communication exchanges whenever indicated. These communications should be put in a permanent log for future reference and proper documentation.
- 2.6 The College will have the right to review and inspect the Facility, subject to any safety or security protocols and/or any state or federal privacy or confidentiality laws. On-site visits may include evaluations of assignment of selected objectives, special lectures and similar activities, at the discretion of the College Program Director.
- 2.7 The College will provide student evaluation forms to the Facility prior to the student's arrival.
- 2.8 The College will hold the student responsible for her/his own transportation, housing, and attire, if not voluntarily provided to the student by the Facility.
- 2.9 The College, a state agency, does not have authority to enter into a contract that agrees to hold another party harmless and to indemnify the other party for its loss. No party shall be liable for damage or claims which arise from or relate to the performance or non-performance of this agreement by any other party. Each party shall be responsible only for the negligent acts and omissions of its own officers, employees, and agents, and no party shall be considered the agent of the other.
- 2.10 Walla Walla Community College does not and shall not discriminate on the basis of race, religion, color, national origin, age, sex, sexual orientation, veteran status, or disability in accordance with the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; the Federal Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990; and, any other applicable federal and Washington State laws against discrimination.

III. MUTUAL RIGHTS AND RESPONSIBILITIES

- 3.1 There will be no unlawful discrimination on the basis of race, religion, sex, creed, age, disability, sexual orientation, gender identity, national origin or other legally protected characteristics with regard to the educational or practice experience of the student.
- 3.2 Neither party will consider the student to be an employee of either party nor is the student entitled to wages, employment or unemployment benefits. The student is participating in this program as a student in the process of developing corrections, law and justice knowledge and experience under the guidance and direction of the Facility staff.
- 3.3 Although the student is not to be considered as an employee, the student will be expected to obey all rules, regulations and procedures of the Facility as required of an employee of the Facility. The rules, regulations and procedures will be available to the student through the Site Coordinator of the Facility.

IV. MISCELLANEOUS

- 4.1 The term of this Agreement is for a period of twelve (12) months from the date this Agreement becomes effective. The Agreement shall automatically renew for subsequent twelve (12) month periods, unless and until notice of termination is provided.. Either party may terminate this Agreement upon sixty (60) days written notice to the other party, with or without cause. If the Agreement is terminated during a student assignment at the Facility, the student will be permitted to complete her/his assignment prior to the termination of this Agreement becoming effective.
- 4.2 This Agreement may be revised, modified or amended only in writing and with the signatures of authorized representatives of the parties.
- 4.3 The autonomy of the College and of the Facility will be observed at all times.
- 4.4 Visits by College staff to the Facility are welcome to plan and evaluate the Human & Social Services practicum program, discuss student performance, learn new skills and arrange for additional educational experiences.
- 4.5 No monetary compensation will be exchanged between the College and the Facility, including any staff of the College and the Facility.
- 4.6 The student's physical status will be such that it will not prevent her/him from fulfilling the professional requirements set forth by the Facility, with or without reasonable accommodation.

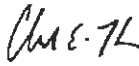
- 4.7 Any publication of materials by students or College staff based upon research or practice experience at the Facility should mention the name of the Facility. Publications by the Facility based on student research or practice should mention the name of the College.

On the terms and conditions above, this Educational Affiliation Agreement is hereby entered into by the parties.

Walla Walla County

Walla Walla Community College

Title: County Commissioner, Chair



President

Dated: _____

Dated: 01/16/2024

COUNTY COMMISSIONERS (Continued)

- j) Miscellaneous business to come before the Board
- k) Review reports and correspondence; hear committee and meeting reports
- l) Review of constituent concerns/possible updates re: past concerns
- m) Presentation by Council on Housing re Affordable Housing HB 1590 Implementation Discussion (10:00 a.m.)

RECESS

Affordable Housing HB 1590 Implementation Discussion



Green, Executive Director, WW Alliance for the Homeless (Council on Housing member)
Chamberlain, City Manager (Council on Housing member)
le, Homeless Housing Coordinator, Department of Community Health

Completed to Date

April 24, 2023: Initial presentation to County Commissioners on House Bill 1590

July 17, 2023: Second presentation to County Commissioners on House bill 1590

- Presented a draft plan

- Commissioners requested data: survey residents on willingness to support a 1/10 of 1% sales tax

ties of College Place and Walla Walla surveyed residents

January 22, 2024: report on survey findings and potential next steps

Housing realities in our region

lack of rental housing for low income and those vulnerable people requiring safe housing with support services is especially acute

28.2% rental households severely cost burdened in Walla Walla County (31.4% Walla Walla and 26.9% College Place)

693 rental units needed 50% -80% AMI and 433 units 50% AMI and below

State and federal funds typically require local match funds to gain access and local governments have limited or challenging finance tools to use (e.g. Fund 161 can not be used for acquisition, construction, or rehabilitation)

Increasing Funding at the Local Level: HB 1

Local councils and/or commissions can pass a local housing tax, authorized by the state legislature HB 1590/HB1070

This 1/10th of 1% sales tax increase will cost the average citizen \$16 a year: 1 penny on \$10

Funds housing for **60% AMI** and below and services, including behavioral health:

- Construct affordable units (new units in an existing structure)
- Construct mental/behavioral health facilities
- In addition to construction, can acquire affordable housing units
- Can acquire land for affordable housing or mental/behavioral health facilities

Draft Plan - Utilize HB 1406 Funds and HB 1590 (if passed)

With HB 1406 and HB 1590 funds targeted to households at or below 60% area median income (AMI)

Construction or acquisition of affordable housing

1406 fund can be used for rental assistance

1590 funds can be used for behavioral health facilities and operations

Draft plan identifies 4 goals and metrics to measure effectiveness

Request for Proposal process for funding allocation

Draft Plan for further details

Preliminary Survey Results

of College Place

City of Walla Walla

	Percentage		Perce
ly support	25%	Definitely support	26%
y support	40.7%	Probably support	24%
y not support	23.6%	Probably not support	12%
ly not support	7.8%	Definitely not support	17%
ore information	2.6%	Need more information	17%
ponses			

212 (*likely additional once close sur*
27) responses from random sample +

50% in Walla Walla definitely/probably support
29% in Walla Walla probably/definitely not support
55.7% in College Place definitely/probably support
31.4% in College Place probably/definitely not support

Summary written comments - Walla Walla survey

of one cent is unnoticeable day to day, but when aggregated and used to draw on federal funds, would be significant to solve a broad-based problem that affects the entire community - not just the homeless.

Any support, the housing would have to be truly affordable - much of what is called "affordable" is actually not, I hear.

Increasing availability and affordability are the biggest issues threatening our community. As people can't live here, their kids don't attend school here, and the shops here, Walla Walla might become a hollow city. Commuters from tri-county can't provide the kind of community we value and celebrate. We need to fix the housing issue actively and aggressively.

Would support only if proper control and audit on spending is assured (several other comments).

We need better mental health facilities. I would also suggest fixed rental amounts that are not necessarily high. We need to necessarily think we need low-income housing. We just need housing that's affordable for everyday people.

Summary written comments - Walla Walla survey

acquiring land for housing is a slippery slope. I would prefer in-town densifying and multiple forms of housing with a firm urban growth boundary opposed to housing developments with high-end SFH gobbling up surrounding farmland.

Though we agree more affordable housing, mental /behavior health services are needed, we are currently taxed enough already. With the addition that the economy is in, with high inflation, high prices, high taxes now is not the time to add an additional tax. What we need now is more emphasis on responsible government spending more than ever. When economic conditions improve in the future, then investigate the addition of a new tax.

Description of the potential use of funds is too broad.

More taxes (7 comments).

Next Steps

Option 1

- Direct Council on Housing, with assistance from Community Council, to develop an education campaign on HB 1590, plan implementation, use of funds, RFP process
- Direct staff to prepare an ordinance imposing the 1/10 of 1% sales tax, adopting the draft HB 1590 plan, and return to a future Commissioner meeting for action

Option 2

- Direct staff to prepare an ordinance putting the issue before voters (and other necessary steps for a ballot measure)

Option 3

- No action

Thank you!

Any questions?

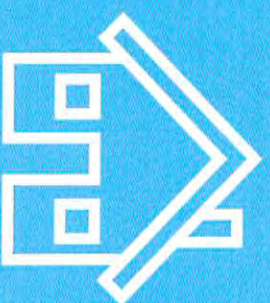
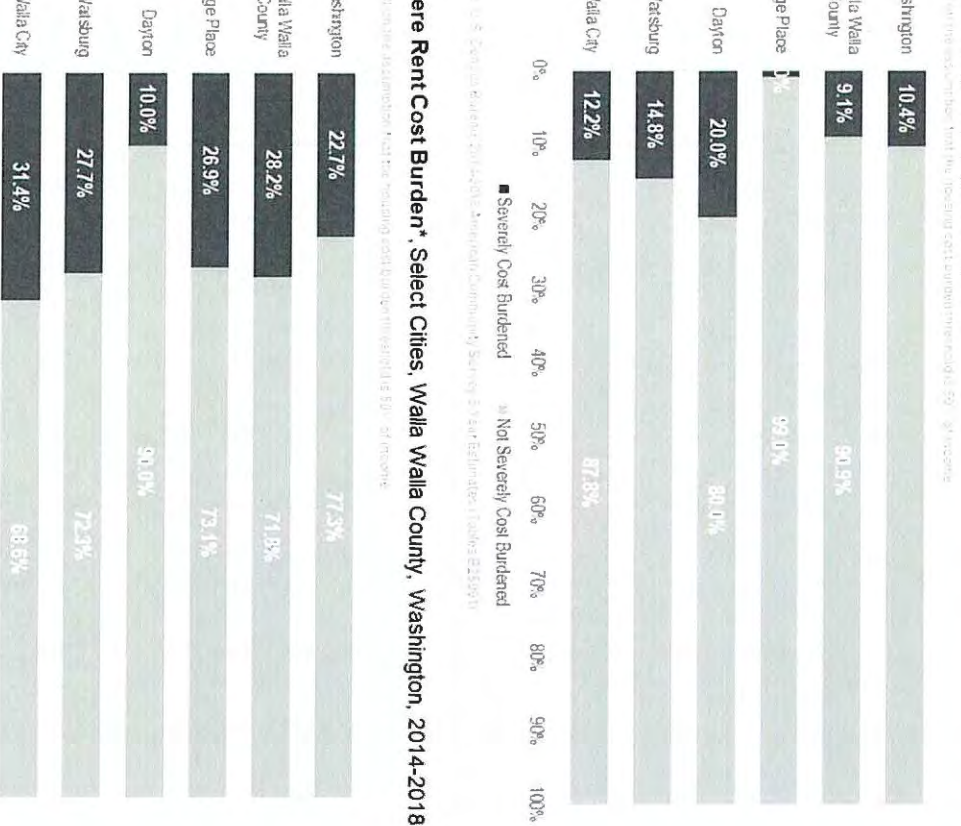


Figure 17. Severe Housing Cost Burden by Locality
Severe Housing Cost Burden* for Homeowners with Mortgages, Select Cities, Walla Walla County, Washington, 2014-2018



FCS GROUP examined median household income (MHI) data for selected cities within Walla Walla and Columbia counties. Median household income in Walla Walla County (\$56,533) is currently well below the Washington average (\$70,116). However,

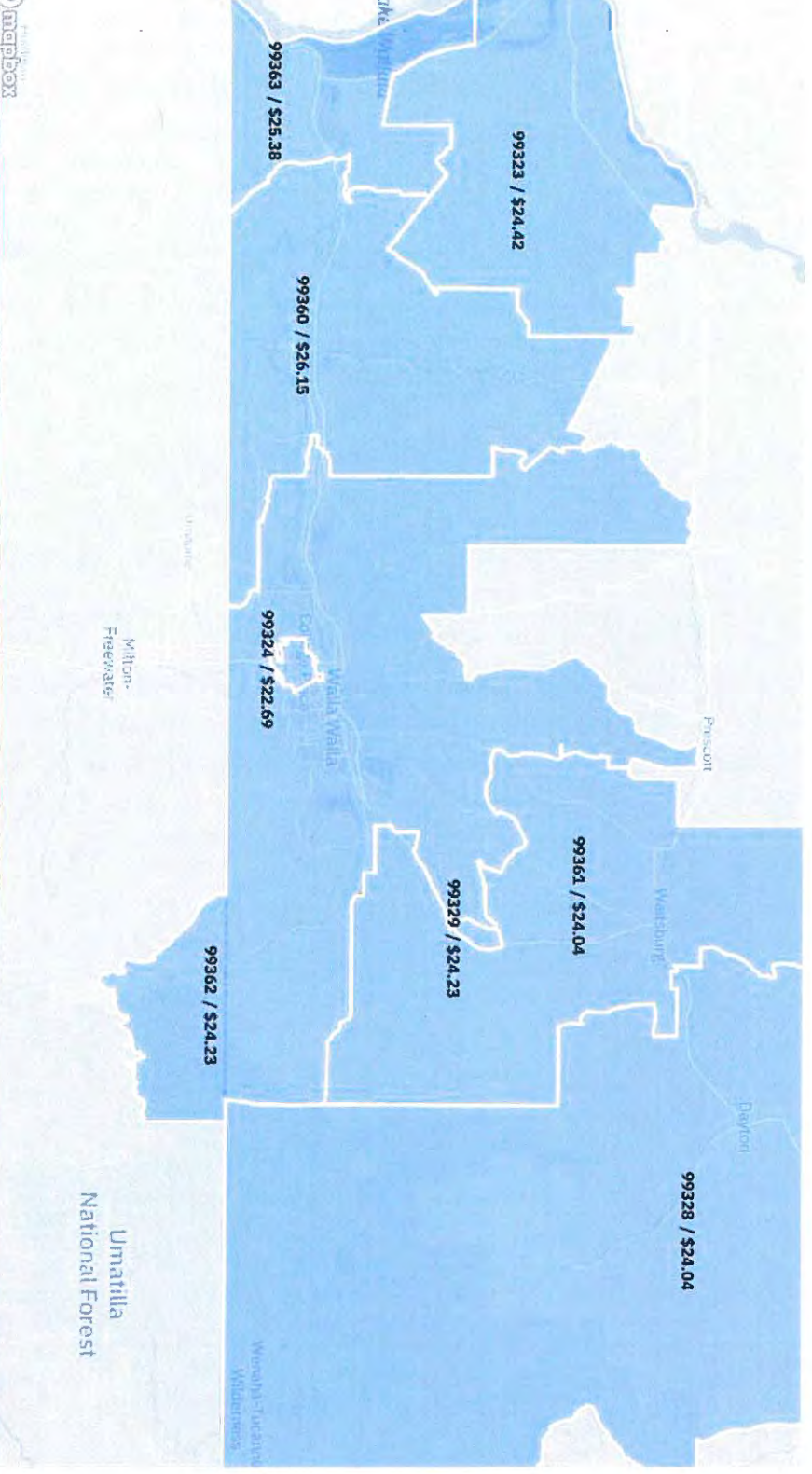
Housing realities in our region

How much do you need to earn to modest 2 - bedroom apartment in

Enter Your Zip Code to Explore Data for Your Community

99362

APPLY



National Low Income Housing Coalition

ing realities in egion - s (cities and

July 2021
Walla Walla Regional Housing Action Plan

units (includes some group quarters demand) and 443 government-assisted housing units, many homes and/or ADUs. (Figure 25).

Figure 25. Walla Walla Region Housing Needs Forecast, 2020 to 2040

	Walla Walla City	College Place	Waitsburg
Projected Baseline Housing Demand	2,382	494	153
Plus Share of Housing Within Unincorp. UGAs	514	107	33
Plus Demand to Address 33% of Housing Gap	414	87	
Total Housing Need	3,290	688	187
Plus Group Quarters Housing Units (21.5 people per unit)	420	88	
Grand Total (units)	3,710	776	187
percent of total	79%	17%	4%

Source: FCS GROUP based on local pop. growth forecasts and current ACS data for local areas. *Group quarters includes dormitories, group homes, institutions, etc.

Projected Housing Need by Housing Type

Projected 2040 Housing Needs	Walla Walla UGA	College Place UGA	Waitsburg UGA	Dayton UGA	Walla Walla Region
Housing Type					
Single-Family Detached					
Standard Lots	1,142	261	112	5+	1,523
Small Lots, cottages, mfg. homes (lots)	899	205	-	-	1,104
Townhouses / Plexes (units)	556	155	19	1+	732
Multi-family units (5+ units per structure)	816	78+	-	-	894
Mobile homes/ADUs/other (units)	297+	78+	58+	3+	433
Total Dwelling Units	3,710	776	187	13+	4,685

Projected Housing Need by Income Level

Family Income Level	Owner-Occupied	Renter-Occupied	Total	Dist. %	ADU Assn.
Upper (120% or more of MI)	2,351	260	2,621	56.0%	Single Lots
Upper Middle (80% to 120% of MI)	384	347	730	15.6%	Cottage Apartments
Lower Middle (50% to 80% of MI)	207	593	900	19.2%	Townhomes, Mfgd Flexes, Accessory
Low (less than 50% of MI)	0	433	433	9.3%	ADU Assn.
Total	2,952	1,734	4,685	100.0%	

*Derived from Appendix A.

Executive Summary

Over the last several legislative sessions the Washington State Legislature has recognized that housing availability and affordability within the state is at a crisis level. Washington state will need more than one million homes in the next 20 years; more than half need to be affordable for residents and the lowest income level. Locally, the Walla Walla region (cities and unincorporated urban growth areas) will need 4,672 net new housing units including 508 units for group quarters (e.g., student housing, institutions, groups homes).

Several funding mechanisms, made available at the local level, have been passed by the legislature. Those funding mechanisms are outlined below:

- HB 1406: Passed by the legislature during the 2019 legislative session. 20-year program where the state shares a portion of its sales tax receipts with cities and counties to support investments in affordable housing. Funds targeted to households at or below 60% area median income and use the funds to support the construction and acquisition of affordable housing. Cities with 100,000 residents or less can use the funds for rental assistance programs.

Walla Walla County adopted Ordinance 481, November 25, 2019. Annually the state credits 0.0146 back to Walla Walla County a portion of the sales tax receipts. Approximately \$100,000 received annually; to date approximately \$320,000 in the Affordable and Supportive Housing Fund is available for distribution through a future RFP process.

Annually, no later than September 1 of each year, the Council on Housing will make a recommendation to the Board of County Commissioners for the proposed use of the Fund.

The current interlocal agreement amongst the jurisdictions ends on December 31, 2026.

- HB 1590: Passed by the legislature during the 2020 legislative session and amended 2021 legislative session (HB 1070). Permits cities and/or counties to levy 1/10th of 1% sales tax (0.001) and adopt at the council/commissioner level. Estimate \$1.1 million could be collected. Not adopted at this time.

Minimum 60% of the funds collected must be used for the following purposes:

- Constructing affordable housing, which may include new units of affordable housing within an existing structure, and facilities providing housing-related services.
- Constructing mental and behavioral health-related facilities.
- Funding the operations and maintenance costs of new units of affordable housing and facilities where housing-related programs are provided, or newly constructed evaluation and treatment centers.
- Only provide to persons within the following groups and income at or below 60% area median income:
 - Persons with behavioral health disabilities
 - Veterans
 - Senior citizens
 - Homeless, or at-risk of being homeless, families with children
 - Unaccompanied homeless youth or young adults
 - Person with disabilities
 - Domestic violence survivors

DRAFT

Remainder of the funds collected must be used for the operation, delivery, or evaluation of mental and behavioral health treatment programs and services of housing-related services.

If 1/10 of 1% sales tax enacted, the Council on Housing recommends the initial split of funds is 60% towards construction and 40% towards operations and delivery of services. The Council on Housing will recommend a percentage split each time funds are distributed, through an RFP process, depending on the needs of the community.

**Walla Walla County Proposed HB 1406 and 1590 Goals and Objectives
Strategic Action Options**

GOAL #1: Increase housing supply— drive innovation and efficiencies in local affordable and workforce housing development; provide incentives to attract builders.

DRAFT OBJECTIVES

- 1) Task jurisdictions to reduce local requirements and create permitting process that are streamlined and effective.
- 2) Work with jurisdictions to incentivize developments with significant decreases in permitting/impact/engineering/utility hookup fees.
- 3) Invite the Port of Walla Walla to have representation on the Council on Housing.
- 4) Engage education and work force development partners to boost trades training and recruitment.
- 5) Review funding options to decrease or subsidize housing-related infrastructure costs (e.g. CHIP grants).

POTENTIAL METRICS

- 1) Increase year over year new unit starts, by type, by 25%; reach out to Port of Walla Walla to track the new permits. Port of Walla Walla would report to Council on Housing annually (February). Need to establish a base year.
- 2) Encourage a range of new housing production, targeting starter homes and rentals affordable to low- and moderate-income households. Establish report template. HB 1220 Housing Element: targeted projection tool for next comprehensive plan update cycle (2026).

GOAL #2: Increase affordable housing for low-income households— develop and implement model project/s using public funding.

DRAFT OBJECTIVES

- 1) Use existing templates to develop a request for proposal with specific quantifiable requirements.
 - Applications should be able to quantitatively prove need, financial forecast, etc.
 - Develop a RFP template to use for public housing funds.
 - Ensure review teams are diverse and without conflict of interest in the applications.
- 2) Use the most recent Regional Housing Action Plan and jurisdictions' comprehensive plans to guide project priorities.
 - Create capacity to aggressively pursue state funds for projects.
 - Utilize local funds to leverage grant funding (e.g. Housing Trust Fund)
- 3) Develop an ongoing land inventory for affordable housing projects.
 - Partner agencies support surplus of their land, if available
 - Technical assistance on RCWs for agencies to surplus land
- 4) Promote creation of and support existing manufactured/RV parks for affordable housing.

POTENTIAL METRICS

- 1) Target adding 100 new affordable units each year across the county; Council on Housing track? Tie into goal 1 metrics.
- 2) Develop a pipeline of proposed projects priorities that cover 5 years into the future.

DRAFT

GOAL #3: Target a portion of the HB 1590 Funds to Behavioral Health.

DRAFT OBJECTIVES

- 1) Support leveraging grant funding for construction of mental and behavioral health-related facilities.
- 2) Support operation and/or delivery of mental and behavioral health services. Coordinate with the Behavioral Health Manager and local funds.

POTENTIAL METRICS

- 1) TBD

GOAL #4: Prioritize funding that supports partnerships amongst housing and service providers.

DRAFT OBJECTIVES

- 1) Maximum funding from 1406 funds and 1590 funds (if authorized) cannot exceed 25% of the total development costs.
- 2) Project proponents must have other funding sources such as made application to the WA State Housing Trust Fund, applied for Low Income Housing Tax Credits, or other matching funds.

1:25 COUNTY COMMISSIONERS

- a) Public comment time (time limitations may be imposed)**

a) Action Agenda Items:

- 1) Authorize Chair to sign Electronic Signature Agreement Form for Department of Ecology
- 2) Accept Report of the Engineer re vacation of a portion of the right of way for Mill Creek Road (public hearing scheduled for

b) Department update and miscellaneous

Electronic Signature Agreement Form

ESAF

Washington State Department of Ecology
Water Quality Program

Headquarters: (360) 407-7097
Web site: www.ecy.wa.gov/programs/wq

For Ecology Use Only		Date Received:	
Form	Reviewed	Entered	Verified
ESAF			

1. Site Location Information

If you are applying for multiple facilities/permits, please include a list containing the site location information and permit numbers for all requested facilities/permits.

Site/Facility Name: Walla Walla County
Site Location Address: 314 W Main Street
City/State/Zip: Walla Walla, WA 99362
Permit Number: WAR046509

2. Electronic Signer Contact Information

Role: ☐ Facility Signer ☒ Facility Coordinator

Signature Account User Name: _____
Full Name: Tony Garcia Morales
Work Mailing Address: 990 Navion Lane
City/State/Zip: Walla Walla, WA 99362
Work Phone No. (Ext): 509-524-2710
Work Email Address: tgarcia@co.walla-walla.wa.us

3. Proof of Identity

Please include a copy of one of the following documents, with your name on the document, with your ESAF to prove your association with the facility-(ies).

- Your permit's letter of coverage
- Your permit's cover sheet
- A previously submitted DMR
- A correspondence from Ecology that has both the facility name and permit number on the same page
- Signature authority delegation letter signed by the permittee (responsible official).

4. Electronic Signature Agreement and Certification Statement

By completing and submitting this form to Ecology, I agree to follow the rules and procedures governing the Electronic Signature account. I also agree that the reports and documents I submit under my Electronic Signature will be used as the corresponding paper report would. I want to submit the following report(s) or document(s) using WQWebPortal with an electronic signature.

☒ Discharge Monitoring Reports/Submittals ☐ Notice of Intent (Permit Applications) ☐ Certificate of No Exposure

5. Clean Water Act Certification Statement

All submittals to the Department of Ecology under this WQWebPortal application are subject to the following certification, as required by federal and state regulations:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. The information submitted is, to the best of my knowledge and belief, true, accurate, and complete and I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

6. Certification Statement

I agree that I will: - Protect my Electronic Signature account, which includes my answers to the verification questions and my password; - Review the content and meaning of my submitted Annual Reports and Notifications; - Within 24 hours of discovery, report to Ecology if: - My Electronic Signature account is lost, stolen or used by someone else; - There is any difference between the information I submitted and the information displayed in WebDMR; - My role as a signer for this organization changes. Agree: <u>TGM</u> (initial here)	I agree that I will not: Let anyone else use my Electronic Signature account. Agree: <u>TGM</u> (initial here)
---	---

I, Tony Garcia Morales (print Electronic Signer's name), understand that:

1. My electronic signature is legally the same as my handwritten signature for the purpose of compliance with the relevant environmental regulations;
2. A failure to timely notify Ecology of a possible misuse of my Electronic Signature account may result in my liability for the information submitted;
3. There are significant penalties for submitting false information, including possible fines and imprisonment, related to the federal Department of Justice and federal environmental program;
4. I will be asked to verify that I am following the rules outlined in this agreement when I electronically submit documents.

7. Signature of Electronic Signer

This form cannot be processed without a handwritten signature.

 Electronic Signer's Signature	<u>January 22, 2024</u> Date
<u>Tony Garcia Morales</u> Name (print or type)	<u>County Engineer/Public Works Director</u> Title

8. Signature of Permittee (Responsible Official)

This form cannot be processed without a handwritten signature.

I, Todd L. Kimball (insert name of permittee or responsible official) acknowledge that the individual named above works at/for Walla Walla County (insert site/facility name) and is authorized to submit documents on the site's/facility's behalf. I understand that I will be contacted by Ecology to validate the account holder's employment at the site/facility name listed above.

 Signature	<u>January 22, 2024</u> Date
<u>Todd L. Kimball</u> Name (print or type)	<u>Chair, Board of County Commissioners</u> Title

Note: You may skip this section if the responsible official has written, signed, and attached a delegation letter to this form or if the responsible official completes this form.

If you need this document in a version for the visually impaired call the Water Quality Program at 360-407-6401. Persons with hearing loss, call 711 for Washington Relay Service. Persons with a speech disability, call 877-833-6341.

9. Assign Administrator**This section cannot be processed without a handwritten signature.**

I, _____ (insert name of permittee or responsible official) acknowledge that
_____ (person being assigned) is authorized to be an administrator on the site's/facility's
behalf. I understand that I will be contacted by Ecology to validate the account holder's employment at the site/facility name listed
above.

Signature_____
Date_____
Name (print or type)_____
Title

Note: You may skip this section if the responsible official has written, signed, and attached a delegation letter to this form, if the responsible official completes this form, or if the responsible official is not assigning a person to the administrator role.

Mail the signed electronic signature agreement and additional document(s) to one of the following Ecology office.

*Stormwater Permit Facilities – Industrial and
Construction Stormwater*

Major Industrial Unit

**Washington Department of Ecology
Water Quality Program Stormwater IT
PO Box 47699
Olympia, WA 98504-7699
360-407-7097**

**Washington Department of Ecology
Major Industrial Unit
PO Box 47600
Olympia, WA 98504-7600
360-407-6945**

For all other permits, please contact one of the follow offices.

*Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Mason,
Lewis, Pacific, Pierce, Skamania, Thurston, and
Wahkiakum counties*

*Adams, Asotin, Columbia, Ferry, Franklin, Garfield, Grant,
Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, and
Whitman counties*

**Washington Department of Ecology
Water Quality Program - SWRO
PO Box 47775
Olympia, WA 98504-7775
360-407-6300**

**Washington Department of Ecology
Water Quality Program - ERO
N. 4601 Monroe
Spokane, WA 99205-1295
509-329-3400**

*Benton, Chelan, Douglas, Kittitas, Klickitat, Okanogan,
and Yakima counties*

*Island, King, Kitsap, San Juan, Skagit, Snohomish, and
Whatcom counties*

**Washington Department of Ecology
Water Quality Program - CRO
1250 W ALDER ST
UNION GAP WA 98903-0009
509-575-2490**

**Washington Department of Ecology
Water Quality Program - NWRO
ATTN: Chris Smith
3190 - 160th Ave. SE
Bellevue, WA 98008-5452
425-649-7000**

REPORT OF THE COUNTY ENGINEER

TO THE HONORABLE BOARD OF WALLA WALLA COUNTY COMMISSIONERS

Pursuant to Resolution 24 016 setting a hearing date for the vacation of a portion of right of way for MILL CREEK ROAD. I have examined, along with the County Surveyor, the right of way as described on attached EXHIBIT "B". In accordance with RCW 36.87, I submit the following report.

USE: The right of way which is hereby proposed for vacation is unusable right of way that has no benefit to the county road system. This section of MILL CREEK ROAD was relocated and re-built during the Blue Creek Bridge CRP 15-01 project. The road was shifted to the east leaving in excess of 50 feet of right of way width lying westerly of the newly constructed centerline of Mill Creek Road. The county will be retaining 30 feet of right of way width lying westerly of said road which is a standard right of way width for county roads. This section is not needed for any future road purposes.

CONDITION: Undeveloped.

OPINION: Said right of way is NOT necessary to the existing County system and should be vacated. If vacated, said right of way will become part of the under-lying private property by function of law.

OTHER FACTS, MATTERS, AND THINGS OF IMPORTANCE:

None

RECOMMENDATION:

That said right of way should be vacated.

DATED this 29th day of January, 2024

Respectfully submitted,

Tony Garcia, P.E.
Director/County Engineer

EXHIBIT B
DALKE RIGHT OF WAY
VACATION EXHIBIT MAP

N 75°58'54" E
PROPERTY LINE

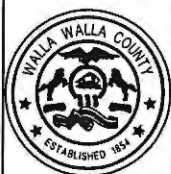
HATCHED AREA BEING VACATED

ROBERT STEVEN & HEA-KYUNG DALKE
37-07-26-22-0011
PARCEL B, R.O.S. BK. 4, P. 131

NOTE
MILL CREEK RD CENTERLINE AND
STATIONING BASED ON BLUE
CREEK BRIDGE PROJECT
CRP15-01

N 63°47'03" E
PROPERTY LINE

ROBERT STEVEN & HEA-KYUNG DALKE
37-07-26-22-0013
PARCEL C, R.O.S. BK. 4, P. 131



**STEVE DALKE MILL CREEK RD
R-O-W VACATION**

Walla Walla County
PUBLIC WORKS DEPARTMENT



STA 12+50

PT 15+69.31

BLUE CREEK
RD

MILL CREEK RD

EXISTING R/W

N 22°56'27" W

21

30'

20

19

150'

17

16

15

14

13

30'

13

12

1+00

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



To: Board of County Commissioners

From: Tony Garcia Morales, P.E. – Public Works Director/County Engineer

Date: 17 January 2024

Re: Director's Report for the Week of 15 January 2024

Board Action: 22 January 2024

Action Agenda Items:

In the Matter of Signing an Electronic Signature Agreement Form for the Department of Ecology

In the Matter of the Report of the County Engineer for the Road Vacation of a Portion of Right of Way on Mill Creek Road

MILL CREEK FLOOD CONTROL ZONE DISTRICT:

- Continuing Authorities Program (CAP) 205 project: **In the design phase** – The Corps of Engineers has awarded the Design Contract to a consultant (Shannon & Wilson). Once the design is roughly 60-70% complete, we'll be able to start the right of way acquisition phase.

ENGINEERING:

- Dell Sharpe Bridge: Working on right of way.
- Seven Mile Bridge: Working on right of way and environmental documents.
- Lower Waitsburg Rd: Working on right of way.
- Lyons Ferry Road: Working on design.
- Mill Creek Rd MP 6.5 to MP 8.0: Working on design.
- Wallula Bridge: Working on design.
- Five Mile Bridge: Reviewing preliminary plans.

MAINTENANCE/FLEET MANAGEMENT:

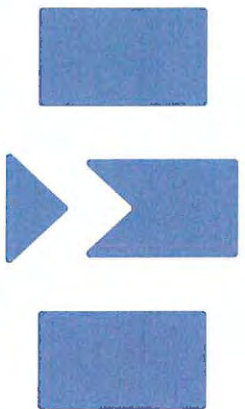
- South Crew – Snow and ice as needed, and routine maintenance.
- North Crew – Snow and ice as needed, and routine maintenance.
- Vegetation & Signs – Snow and ice as needed and sign maintenance.
- Garage – Services and repairs.

ADMINISTRATION:

- Conducted our weekly Staff meeting.
- Conducted Mechanic, Accounting Tech III, and Administrative Services Supervisor interviews.

1:45 COUNTY COMMISSIONERS

- a) Chamber 2024 Presentation by Arlene Alen, CPM, IOM, President & CEO of the Walla Walla Valley Chamber of Commerce

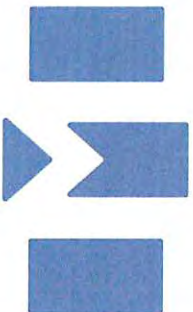


WALLA WALLA VALLEY
CHAMBER OF COMMERCE

Chamber 202

Arlene Alen, CPM
President &

2024 is a milestone year for the WWVCC



WALLA WALLA VALLEY
CHAMBER OF COMMERCE



FOUNDATION

WALLA WALLA VALLEY
CHAMBER OF COMMERCE

Mission & Vision

Mission

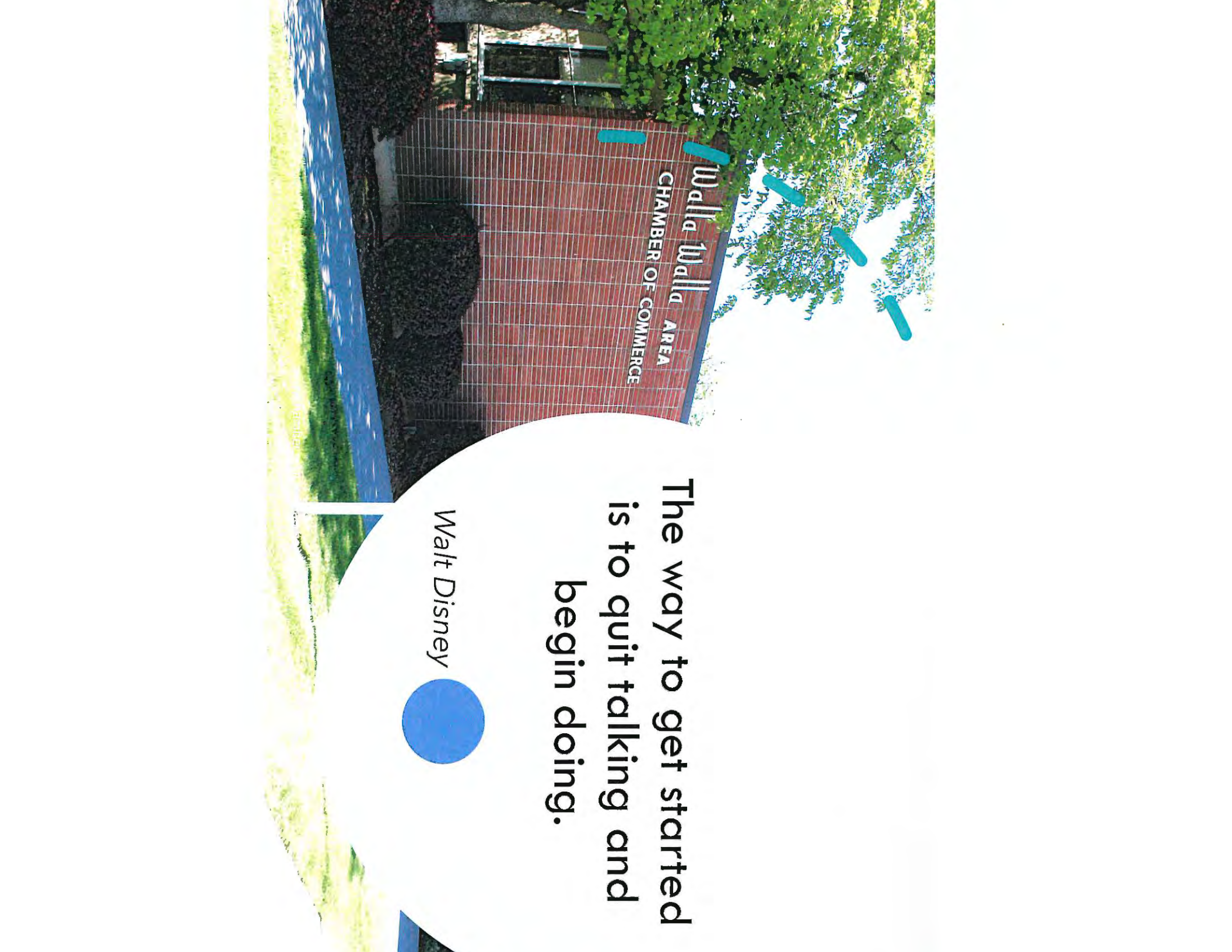
The Walla Walla Valley Chamber of Commerce strives to be a Catalyst for change and growth, a Convener of decision makers and influencers, and Champion for a vibrant community

Vision

The Walla Walla Valley Chamber of Commerce is recognized as the number one business advocate in the Walla Walla Valley

Focus

Building the Next Generation of Business & Workforce for the Walla Walla Valley



The way to get started
is to quit talking and
begin doing.

Walt Disney





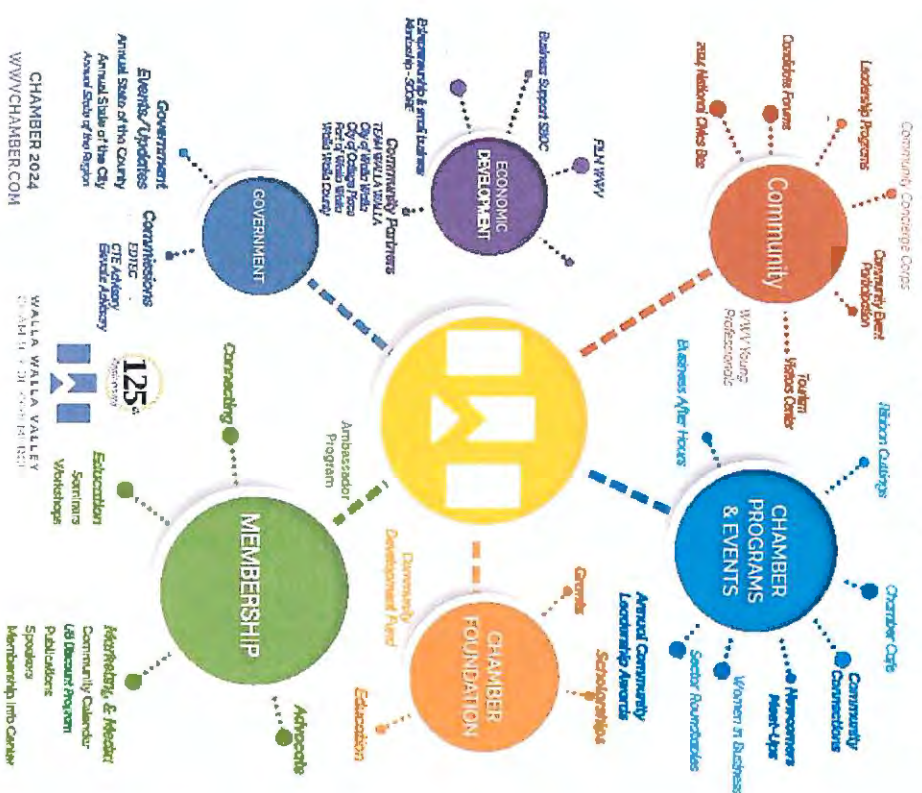


Program

Building the "Next Gen" of Business & Workforce

The Walla Walla V

CONNECTIONS THAT MATTER



New in 2024

- Community Development Fund
- Newcomers Meet-ups
- SCORE WWV -entrepreneur & small business support / mentorship
- WWV Young Professionals
- FILM WWV
- National Civics Bee
- Chamber Cafes
- First Friday digital publication
- Business Sector Roundtables
- Union Bulletin advertising discount program
- Exec-2-ED school program



Walla Walla Community Development Fund the WWV Chamber Foundation Social Entrepreneurship

Where our mission takes action!

We put your investment in the Chamber to work in the community through business membership sponsorships, nonprofit support, educational opportunities, business workshops, speakers, leadership development, business resources, community sponsorships and most importantly **Walla Walla Valley Chamber Foundation Community Development Fund (CDF) business grants for entrepreneurs and small businesses**




FOUND
WALLA WALLA
CHAMBER OF C



SCORE

New for 2024

64, SCORE has helped more than 11 million entrepreneurs start, grow or successfully exit a business throughout the United States. SCORE's 10,000 volunteers provide expert mentoring, resources and education in all 50 U.S. and territories. SCORE, which originally stood for Service Retired Executives, is a nonprofit organization dedicated to helping the success of small businesses and entrepreneurs in diverse industries.

led of experienced professionals and experts, many of them retired executives, SCORE now has over 60% of their Certified Mentor and Master Mentor volunteers who are working professionals and entrepreneurs, and far from retirement. SCORE offers invaluable mentorship, guidance, and resources to individuals embarking on entrepreneurial journeys or seeking to grow existing businesses, all at no cost to any participant.



PARA LA VIDA DE SU NEGOCIO



FILM WWV

024

new economic, education and development to the Walla Walla program in collaboration with the Filmworks to develop the "Film Friendly" location for on to take advantage of the on State Rural Film Enhanced program.

group of location managers is d for April 2024. We are driving tive in cooperation with our in Team Walla Walla: Visit Walla e Walla Walla Downtown on and the Walla Walla Valley ance.



FILM
WWV
WALLA WALLA VALLEY
PRODUCTION ALLIANCE



Events & Meetings

Chamber Connect

Business After Hours
/Community
Connections

Business Awards
Showcase

Chamber Cafés
*your community
conversation*

Business Sector
Roundtables

Film WWV

Business Summit

Newcomers
Meet-Ups

WWV Young
Professionals

Women in Business

Events including

Breakfasts,
Lunches,
Governmental &
Economic Updates,
Educational
Workshops
Professional
Development



Member Engagement Opportunities

Host a Community Connections / Business After Hours	• Serve as a Chamber Ambassador
Sponsor an event or publication	• Host / Sponsor a Women in Business event
Volunteer in our Visitor Center or Chamber	• Donate to the Chamber Foundation • Community Development Fund (CDF)
Serve as a Community Concierge	• Provide Blog posts to promote your business activities
Sponsor Annual Golf Tournament	• Apply for Chamber Foundation Grants
Host a Chamber Café	• Serve on the WVV Young Professionals Task Force
Sponsor First Friday Digital News Magazine	• Serve on the Chamber Board of Directors
Lead subject workshops or classes	• Advertise in the Weekly Valley Business News
	• Host a Ribbon Cutting / Red or Blue

Membership Investment Programs

Community Partner
Visionary
Chamber Member
Individual /Friend of Chamber

New for 2024

- Enhanced benefits including:
- Web badge & window slicks
- Advertising discount program with Union Bulletin
- Additional eBlasts for your business or organization
- CEO UB Column inclusion
- First Friday business profiles / stories
- Blog posting capability
- Café / Workshop / Roundtable participation & sponsorships - gain brand recognition

- *Levels are predicated on partnership and engagement,*



Communications

First Friday

Valley Business News

Social

Promotion & Union Bulletin Chamber Chronicles Column



WALLA WALLA VALLEY
CHAMBER OF COMMERCE



FOUNDATION
WALLA WALLA VALLEY
CHAMBER OF COMMERCE

Thank you

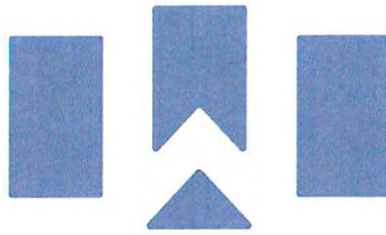
Contact Team Chamber

Arlene Alen, CPM, IOM
President & CEO

ceo@wwwchamber.com
wwwchamber.com

membership@wwwchamber.com
marketing@wwwchamber.com

wwwchamber.com Chamber 2024

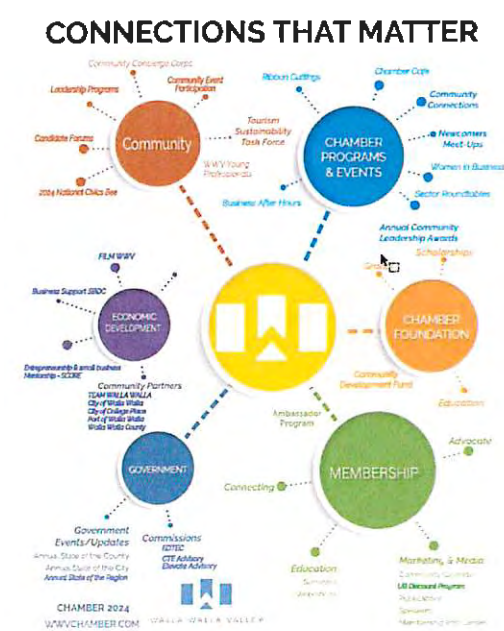


WALLA WALLA VALLEY CHAMBER OF COMMERCE

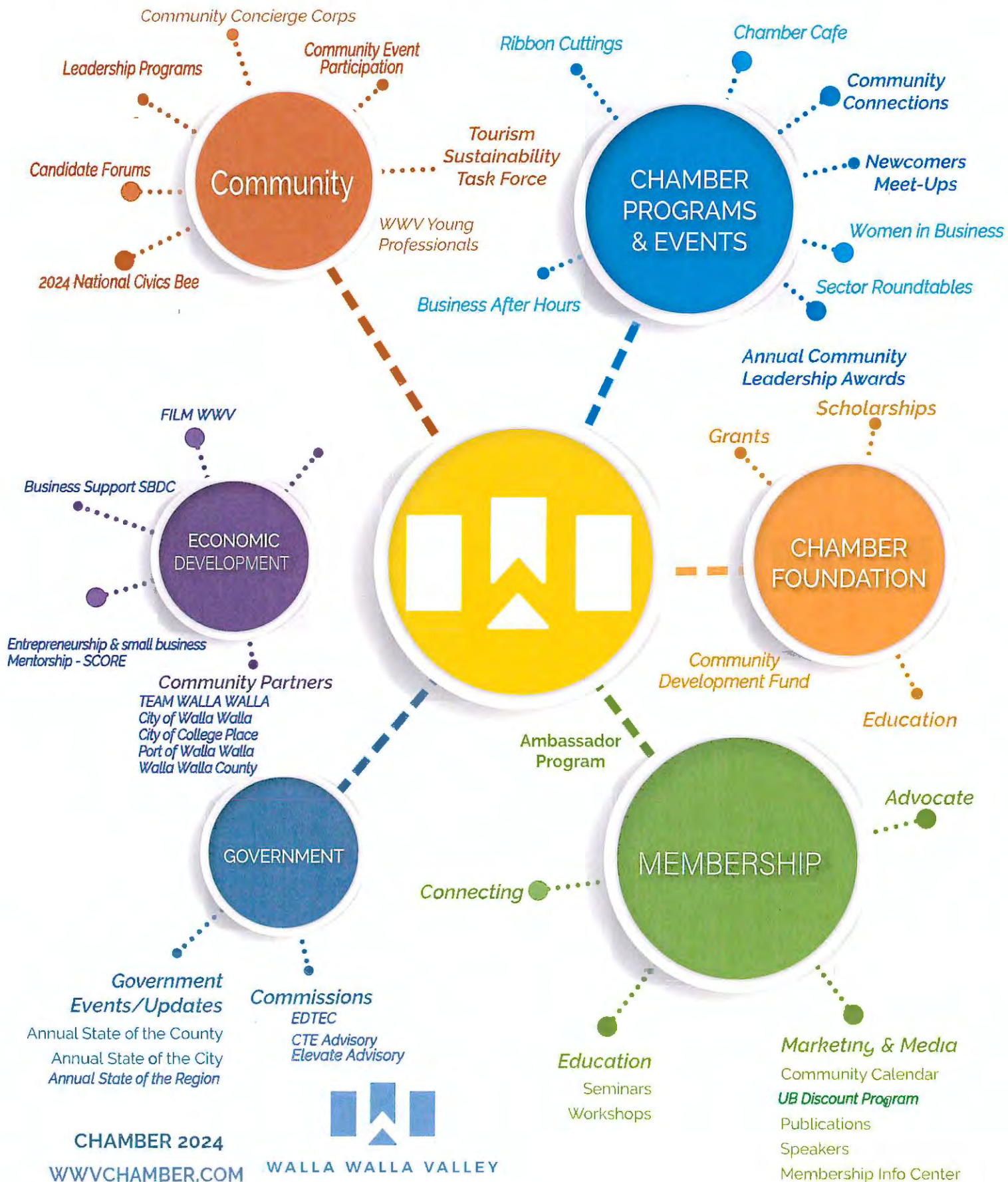
The Walla Walla Valley Chamber of Commerce will celebrate its 125th Anniversary and the 25th anniversary of their Foundation in 2024. We serve as the bridge between the other partners to this application and the business community of the Walla Walla Valley.

The future focus of the Walla Walla Valley Chamber revolves around fostering a robust economic environment through innovative strategies and collaborative partnerships. Emphasizing sustainable growth, the Chamber aims to champion local businesses by leveraging technological advancements and embracing forward-thinking initiatives. With a dedicated commitment to community engagement, educational programs throughout youths' life cycles, and advocating for diverse industries, the Chamber seeks to amplify economic development while ensuring inclusivity and prosperity for all stakeholders in the vibrant Walla Walla Valley.

[This infographic is our 2024 programs and priorities](#)



CONNECTIONS THAT MATTER



a) **Action Agenda Items:**

- 1) Proposal 2024 01-22 HR/RM-1 Approval of revisions to Walla Walla County Policy 30.03.0 Employee Assistance Program Policy
- 2) Proposal 2024 01-22 HR/RM-2 Approval to hire part time Court Security Officer at Grade 3, Step D

b) Department update and miscellaneous

c) **Active Agenda Items:**

- 1) Possible discussion/decision re: any pending claims against the County
- d) Possible closed session for collective bargaining negotiations pursuant to RCW 42.30.140(4)(a-b)
- e) Possible executive session re: qualifications of an applicant for employment and/or review the performance of a public employee (pursuant to RCW 42.30.110(1)(g))



Proposal

Date: 01/22/2024

Proposal ID#: 2024 01-22 HR/RM-1

To: BOCC

From: Joshua Griffith, HR/ Risk Management

Action Item: Approve revisions to Walla Walla County Policy 30.03.0 Employee Assistance Program Policy

Summary

After a review of WWCO Policy 30.03.0, Employee Assistance Program by the HR/Risk Manager the below underlined changes to policy has been requested:

Walla Walla County's EAP provider is Magellan Health Resources to First Choice Health. This change was adopted in 2019 when WCIF changed their EAP provider to First Choice Health. The update will also provide the correct number to contact First Choice Health. We are also changing the Personnel office to Human Resources/Risk Management office.

Cost: No Cost

Funding: N/A

Conclusion/Recommendation: It is recommended that the County approves revisions to Walla Walla County Policy 30.03.0 Employee Assistance Program

Submitted By:

Disposition

Name

Department

☐ Accepted

Joshua Griffith

HR/Risk Mgmt.

☐ Not Accepted

BOCC Chairman: _____

Date: _____

WALLA WALLA COUNTY

PERSONNEL POLICIES AND OPERATIONS MANUAL

SUBJECT: Employee Assistance Program

PURPOSE:

To provide policy and procedures for the implementation of the Walla Walla County Employee Assistance Program.

POLICY:

It is the policy of Walla Walla County to provide an Employee Assistance Program that provides private and confidential counseling assistance at no cost to the employee for a specified number of visits. These services are designed to help employees and their families resolve problems that interfere with their well-being or impair the employee's job performance.

PROCEDURE:

Walla Walla County's EAP provider is First Choice Health. The telephone number is 1-800-777-4114. Additional material, including program outline, is available confidentially and through self-service outside the Human Resources/Risk Management Office.



Proposal

Date: January 22, 2024

Proposal ID: 2024 01-22 HR/RM-2

To: BOCC

From: Mark A. Crider, Sheriff
Joshua Griffith, HR/Risk Manager

Action Item: Approval to hire Part Time Court Security Officer at Grade 3 Step D.

Summary

The Sheriff's Office is requesting to hire a new Part Time Court Security Officer at Grade 3 Step D, in accordance with PPOM 40.02.0 which states, "Board of County Commissioners' approval is required only on initial range and step of employee appointments when the Elected Official/Department Head does not place the new employee in either Step A or Step B and desires to place them at a higher beginning step."

I am requesting that the candidate, start at Grade 3 Step D on the county pay scale for Walla Walla County Career Progression Chart because of his vast qualifications. The candidate has over 39 years of Law Enforcement experience with the Walla Walla Police Department and brings a wealth of skills to this position. Considering these factors, he warrants being compensated above the entry level range for a Court Security Officer. Some of his applicable training and qualifications:

- Skilled in de escalation
- ACCESS certified.
- Supervisory experience
- Expert in Use of Force
- Trainer
- Multiple firearm platforms, taser, pepper spray, baton, and defensive tactics.

The candidate will be able to perform as Court Security Officer at a level well beyond that of an entry level person and deserves compensation above the beginning level.

Cost

The cost of a part time court security officer was approved by the BOCC in the 2024 budget at the grade of three step D.

Funding

Law and Justice

Security

N/A

Access

N/A

Risk

N/A

Benefits

Conclusion/Recommendation

It is recommended that the Board approve hiring a Court Security Officer at Grade 3 Step D.

Submitted By			Disposition
Name	Department	Date	_____ Approved
Mark Crider	Sheriff's Office	01/17/2024	_____ Approved with modifications.
			_____ Needs follow up information.
			_____ Denied

BOCC Chairman	Date
---------------	------

Additional Requirements to Proposal

☐ Modification

☐ Follow Up

HUMAN RESOURCES/RISK MANAGEMENT BOCC Update 1/22/2024
--

Employment Information: 20 open positions

Job Openings:

1. Public Health Registered Nurse Per Diem – CHD – Opened 9/22/23
2. Program Coord. Emergency Preparedness – CHD – opened 10/26/23
3. CPWI Specialist – CHD- opened 12/5/23
4. Traffic Safety Coordinator- CHD- opened 1/4/23
5. WIC Peer Breastfeeding Counselor – CHD – opened 1/16/24

6. Juvenile Detention Officer – JJC – OUF – 2 position - opened 12/22/22

7. Maintenance Technician I – PW – OUF – opened on 3/14/22
8. Public Works Technician IV – PW – OUF – opened on 1/20/23
9. Mechanic I or II – PW – OUF – 9/20/2023
10. Public Works Technician II or III – PW – OUF – opened on 8/25/23
11. Accounting Tech III – PW – OUF – opened on 11/16/23
12. Administrative Services Supervisor- PW- OUF – 1/5/24

13. Building Official/Fire Marshal - Community Development – OUF - opened 09/30/22

14. Deputy Prosecuting Attorney I or II - PA – OUF - opened 11/30/22
15. Rule 9 Intern PT – PA – OUF – opened 4/6/23
16. Legal Assistant I, II or III- PA- OUF – opened 1/9/24

17. PT Noxious Weed Coordinator – WSU – OUF – opened 1/3/24

18. Residential Appraiser/Analyst I or II – Assessor's -OUF- opened 1/5/24

19. PT Senior Office Assistant/Receptionist- Auditor- opened 1/17/24

OUF = Opened until filled

Positions Filled:

1. Chief Civil Deputy – Sheriff – OUF - starting 2/1/24
2. PT Court Security Officer – Sheriff- starting 2/1/24

Update:

2:15 COUNTY COMMISSIONERS

- a) Executive session re personnel (pursuant to RCW 42.30.110(g)) to review the performance of a public employee to complete employee personnel evaluations

2:30 PROSECUTING ATTORNEY

Gabriel Acosta/Jesse Nolte

- a) Miscellaneous business for the Board
- b) Possible executive session re: acquisition of real estate (pursuant to RCW 42.30.110(1)(b)), and/or litigation or potential litigation (pursuant to RCW 42.30.110(1)(i))
- c) Possible action re: pending or potential litigation

2:45 COUNTY COMMISSIONERS

- a) Discussion/possible direction re Request for Proposals and Qualifications for Engineering or Architectural Consulting Services to determine feasibility, design and create final bid documents for the relocation of the County Emergency Management Department and Dispatch Center
- b) Miscellaneous or unfinished business to come before the Board

- A D J O U R N -

Walla Walla County is ADA compliant. Please contact TTY: (800) 833-6384 or 7-1-1 or the Commissioners' Office at 509/524-2505 three (3) days in advance if you need any language, hearing, or physical accommodation.

Please note that the agenda is tentative only. The Board may add, delete, or postpone items and may take action on an item not on the agenda.