

## Minutes for January 7, 2013

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**073736 THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, January 7, 2013 at 9:00 a.m.** Michael Largent, Art Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**9:00 a.m. - Call to Order/Board Business/Workshop.**

Present: Gary Petrovich and Sally Ousley.

**073737 1.** Items discussed included 2013 budget, monthly financial review, 2014-15 revenue forecast, BOCC document imaging and office and meeting procedures. No action taken.

**9:30 a.m. - Recess.**

**10:00 a.m. - Return to Open Session/Pledge of Allegiance.**

Present: Roy Lord, Chris Nelson, Bob Reynolds, Gary Petrovich and Sally Ousley.

**073738 2.** Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to nominate Michael Largent as Chairman for 2013; motion **carried**.

Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to nominate Art Swannack as Vice-Chair for 2013; motion **carried**.

**D073738A 3.** **Motion** by Commissioner Swannack to accept the consent agenda. Motion **seconded** by Commissioner Kinzer and **carried**.

**073739 4.** Claims/Payroll warrants numbered **301046-301127** and **301125-301127** for **\$97,399.90** approved.

**073740 5.** Veterans Relief claims approved.

**073741 6.** December 31, 2012 minutes approved.

**073742-073743 7.** Personnel change orders approved.

**073744 8.** Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the 2013 Commissioner Committee assignments.

## **BOCC MINUTES-01/07/13**

### **Commissioner District I, Art Swannack**

Incident Team (IT)  
Martin Hall Juvenile Facilities Consortium (MH)  
Palouse Basin Aquifer Committee (PBAC)  
Snake River Salmon Recovery Board (SRSRB)

### **Commissioner District II, Dean Kinzer**

Lodging Tax Advisory Committee (LTAC)  
Rural Transportation Planning Organization (RTPO)  
Southeast Washington Economic Development Association (SEWEDA)  
Whitcom Executive Board

### **Commissioner District III, Michael Largent**

Greater Columbia Behavior Health Regional Support Network (GCBH) (Primary/Mike Berney-Alternate)  
Joint Planning Advisory Committee II (JPAC)  
Law Enforcement Officers/Firefighters I Board (LEOFF)  
Palouse Empire Fair Board (PEFB)  
Washington State Association of Counties Legislative Steering Committee (LSC) (Partially Paid Expenses)

### **Chairman Only**

Board of Adjustment (BOA)  
Canvass Board (CB)  
Finance Committee (FC)  
Hearings Examiner Board (HEB)

### **All Commissioners Attend**

Board of Equalization (BOE)  
Board of Health (BOH)  
Monthly Financial Review Meetings (FR)  
Joint Latah County/Whitman County (LC/WC)  
Joint Port of Whitman/Whitman County Commissioners (PW/WC)  
Quad Counties Meetings (QC)

### **Commissioners Attend by Invitation Only**

Accounting Technicians Meeting (ATM)  
Blue Ribbon Advisory Task Committee (BRATC)  
Board of Law Library (BLL)  
Capital Improvement Program (CIP)  
Citizens' Commission for Salary for Elected Officials (CCFSFEO)  
Civil Service Commission (CSC)  
Classification Committee (CC)  
Community Education Training Center (CETC)  
Developmental Services Advisory Board (DSAB)  
Elected & Appointed Team Committee (EAT)  
Emergency Communication Advisory Committee (ECAC)  
Extension Steering Advisory Committee (ESAC)  
Juvenile Justice Advisory Committee (JJAC)  
Noxious Weed Control Board (NWCB)  
OKKO Club (OK)  
Park Board (PB)  
Planning Commission (PC)  
Public Defense Advisory Committee (PDAC)  
Road and Bridge Advisory Board (RBAB)  
Safety Committee (SC)  
Solid Waste Advisory Committee (SWAC)  
Washington Counties Insurance Fund (WCIF)  
Water Conservancy Board (WCB)

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Web Site Development Committee (WSDC)

**073745** 9. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to authorize the Public Health Director to designate a Pro Mall representative.

**073746** 10. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the 2013 Whitman County dues.

**073747** 11. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to authorize the publishing of a notice soliciting vendors and contractors for placement on various small works and professional services rosters.

**073748** 12. In addition to Bob Reynolds request to appoint Brian Jacobs and Vicki Lepper, to reappoint Tim Myers and himself, Mr. Reynolds requested the Board consider appointing two ex-officio members to the Lodging Tax Advisory Committee for three year terms; one from county financial administration and one county commissioner per the Committee's revised bylaws. After discussion, Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to authorize the appointment of Brian Jacobs, and Vicki Lepper, the reappointment of Tim Myers and Bob Reynolds and to appoint David Ledbetter and Dean Kinzer as ex-officio members of the Lodging Tax Advisory Committee.

**073749** 13. The Oaths of Office for the 2013 elected officials signed.

**073750** 14. A letter was received from the Department of Ecology extending the existing agricultural burn order through 02/28/13.

**073751** 15. Notice of liquor licenses due to expire 02/28/13 was received from the Washington State Liquor Control Board.

**073752** 16. The 2012 bloodborne pathogen training results was received from Human Resources.

**073753** 17. Commissioners' pending list reviewed.

**10:30 a.m. - Recess/Approved Documents Signed.**

**11:00 a.m. - Mark Storey, Public Works Director.**

Present: Phil Meyer, David Nails and Chris Nelson.

**ACTION ITEMS**

**Administrative Division:**

**D073753A** 18. Commissioner Largent asked the Director to consider Public Works opening all their bids rather than the commissioners. Mr. Storey said

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he preferred the Board continue to open bids for large project. The Director will prepare bid opening criteria for the Board's consideration.

**Maintenance Division:**

**073754 19.** A copy of a letter extending the fuel contract with Busch Distributors for 2013 was received from the Director.

**Solid Waste Division:**

**D073754A 20.** Mr. Storey explained the department needs to pursue a sole source resolution for repair of the conveyor at the Transfer Station in order to extend the life of the equipment for a few years.

**Engineering Division:**

**D073754B 21.** Mr. Storey said over the past several years he has received many requests for a Geographic Information System (GIS) in Whitman County since Whitman County is one of only a few counties statewide without GIS. The Road Department and Assessor's office receive the most requests for GIS. He said it may be possible to find a grant for a GIS system, but there would be on-going maintenance and staff costs. The county could get to the point of saving money because of GIS.

In speaking with Chris Nelson, they would like to form a workgroup to meet on this issue for 3-6 months and then report back to the Board with a host of options that might take place in the future including, maintenance costs, uses, etc. Chris Nelson added this is a prime time for a workgroup to look at all technology available, associated cost and an implementation timeframe.

In response to the Chairman the other members had no objection to the formation of a GIS workgroup drafting a white paper on this issue.

**11:40 a.m. - Recess.**

**1:35 p.m. - Reconvene/Board Business Continued.**

Present: Mike Berney, Greater Columbia Behavioral Health (GCBH).

**073755 22.** Mr. Berney reviewed the January 3, 2013 regular GCBH Board meeting as follows:

**D073755A 23. GCBH Funding Committee Report:**

The Committee met in December and reviewed a variety of detailed data regarding eligibles and thus revenue, rate setting by the State (they are staying the same for at least 1 year), inpatient usage by counties and funds available as fluctuating. Staff recommended and the Committee concurred that additional funds be released to the service network as per Greater Columbia's Funding Policy.

**D073755B 24. Interlocal Agreement:**

Yakima County had requested clarifying language be added regarding roles for counties within Greater Columbia, especially those counties with

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multiple service providers. After several meetings between GCBH staff and Yakima County it was decided this issue would be best addressed by adding clarifying language to the interlocal agreement that is signed by all GCBH counties. In addition the interlocal needed to be amended to reflect that Skamania County is no longer a member government. A draft interlocal agreement was sent to all the counties in November. Some feedback was received and a final draft was distributed prior to the January Governing Board Meeting.

During the Governing Board meeting Yakima County requested additional changes to the agreement. After much discussion Yakima County withdrew a portion of their request. A motion was made and seconded to approve the revised interlocal agreement. Mr. Berney said Whitman County voted in favor of the revised interlocal agreement and the vote was unanimous. The Regional Office will be distributing copies of the interlocal agreement for signature by each of the Member Governments.

As a result of the revisions to the interlocal agreement, Mr. Berney said change to the GCBH By-Laws is also necessary since Skamania County is no longer part of our Regional Support Network. This vote must be cast by the Whitman County Commissioner delegate to the Governing Board.

### **D073755C 25. Authorizing the GCBH Chair to Sign Contract Amendments:**

Contract amendment #5 was summarized and presented by staff. The amendment extends the period of performance to 12/31/13 and adds other clarifying language. Whitman County voted to authorize the Chair to sign amendment #5 and the motion passed unanimously.

### **D073755D 26. Miscellaneous Information from the GCBH Director's Report:**

- Request to increase the benefit contribution for Regional Office staff. The Personnel Committee was unable to meet to provide a recommendation.
- The Director requested permission to develop a proposal to lease a maximum of 10 of Greater Columbia's allotted beds at Eastern State Hospital (ESH) to Chelan/Douglas Regional Support Network; permission was granted.
- The Director was given permission to sign a memorandum of understanding for the Involuntary Treatment Act judicial costs when received from other Regional Support Networks.

### **D073755E 27. Palouse River Counseling:**

The Board will consider the question of a commissioner serving on the Palouse River Counseling Board of Directors as an Ex-Officio representative on January 22<sup>nd</sup>.

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**2:00 p.m. - Board Business Continued/Executive Session.**

Present: Denis Tracy, Gary Petrovich and Mark Storey.

**073756 28.** Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to go into executive session with the above individuals until 4:00 p.m. in accordance with RCW 42.30.110(1)(i) for matters related to litigation.

**4:00 p.m. - Return to Open Session/Recess.**

**073757 29.** Claims/Payroll warrants signed as previously approved:  
**301046-301127** and **301125-301127** for **\$97,399.90**, **301149-301234** for **\$177,985.68**, **301235-301259** for **\$328,790.14** and **301131-301144** for **\$266,597.48**.

**073758-073759 30.** Personnel change orders signed.

**D073759A THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, January 15, 2013 at 9:00 a.m.** Chairman Michael Largent, Art Swannack and Dean Kinzer Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**9:00 a.m. - Meeting Reconvened/Board of Health.**

Present: Fran Martin, Dr. Brad Bowman, Michael Baker, Scott Paradis, Phil Hagihara, Cinnamon Brown, Robin Cocking, Steve Krigbaum and Sally Ousley.

**D073759B 1.** Ms. Martin indicated at the next meeting she will be providing a presentation on the duties and responsibilities of the Board of Health.

**D073759C 2.** Dr. Bowman talked about his background and being an urgent care physician which keeps him up to date with viruses and interfaces with the Board of Health. Influenza is a big issue at the moment nationwide; vaccines are always a challenge for the young, elderly and at-risks individuals. Vaccines are still available from the Health Department but are running very low. There was a spike in Gonorrhoea cases at the end of the last school term resulting in more education.

**D073759D 3.** Michael Baker explained he is the Director of Environmental Health that includes food, water, on-site sewage and solid waste issues. He noted Mr. Hagihara and Mr. Paradis are also Health Home Specialists.

**D073760A 4.** Phil Hagihara said he is lead for on-site sewage, reviewed the 2012 reportable conditions, he discussed the bed bug problem in

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Pullman, upcoming Greek house inspections, working with Port of Wilma on their new on-site sewage system, and working with the Planning Commission on reducing the lot size for development in the Corridor.

**D073760B 5.** Scott Paradis spoke about the Food Safety program whereby he visited each of the 233 permitted food establishment at least once last year and is currently working on the best way to reduce violations. He is assisting individuals interested in opening new food establishments as well as aided the 9 new establishments opened in 2012. In addition, he is involved with the Food Handlers permitting process that became available on line in mid 2012 and appears to be well received.

**D073760C 6.** Cinnamon Brown talked about the financial side of Public Health and the many grants she is responsible for tracking noting anytime the grants change so do their expenses. Fran Martin stated the county contributed \$500,000 towards Public Health many years ago and that figure has been reduced over the years to the current 20% level.

**D073760D 7.** The Director reviewed the Public Health staffing level, state required programs, strategic plans and policy goals, Public Health standards, program quality assurance, immunizations, assessments, health fairs, and caseload at the Pullman Public Health office.

**D073760E 8.** The next Board of Health meeting is February 19th.

**9:40 a.m. - Reconvene/Board Business Continued.**

Present: Fran Martin, Dr. Brad Bowman, Michael Baker, Scott Paradis, Phil Hagihara, Cinnamon Brown, Robin Cocking, Steve Krigbaum and Sally Ousley.

**073761 31.** For the benefit of the newly elected commissioners, a discussion concerning Emergency Management/Emergency Communications was held. Ms. Martin explained Emergency Management was previously housed in the Sheriff's Department. The program later shifted to Public Health and is funded by Homeland Security and a 1/10 of 1% sales tax for Emergency Communications infrastructure. Steve Krigbaum then talked about the Emergency Communications program and prioritized construction projects.

**10:00 a.m. - Recess.**

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**D073761A THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met at the Birch & Barley in Pullman, WA for **Thursday, January 17, 2013** at **6:00 p.m.** Michael Largent, Art Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**6:00 p.m. - Reconvene/Board Business Continued/Workshop.**

Present: Latah County Commissioners: Richard Walser, Tom Stroschein, Dave McGraw, Kara Egan; Deputy Clerk of the Board and Brandon Bowman; Moscow-Pullman Daily News.

**073762 32.** The main topic of discussion was regional cooperation. Other items briefly mentioned included: Palouse Knowledge Corridor, Martin Hall, Pullman-Moscow Airport, Hawkins Development, Palouse Basin Aquifer Committee, Idaho/Washington legislative issues, public records requests, economic development, RTPO/SEWEDA, Latah County independent study for Whitcom, Whitman County organizational structure, Idaho Metropolitan Statistical Areas and Latah County Indigent medical. No action taken.

**8:00 p.m. - Adjournment.**

**D073762A** Commissioner Kinzer **moved** to adjourn the **January 7, 15 and 17, 2013** meeting. Motion **seconded** by Commissioner Swannack and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **January 22, 2013**. The foregoing action made this **17th** day of **January 2013**.

ss/ ART SWANNACK, COMMISSIONER  
ss/ DEAN KINZER, COMMISSIONER

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MARIBETH BECKER, CMC  
Clerk of the Board

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MICHAEL LARGENT, CHAIRMAN  
Board of County Commissioners