

BOCC MINUTES-05/15/17

078934 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, May 15, 2017 at 9:00 a.m.** Chairman Arthur D Swannack, Dean Kinzer and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Gary Petrovich, Bill Tensfeld, Andy Abrams, Rick Henderson (9:00 a.m.) and Karen Keisling (9:15 a.m.).

078935 1. The following items were discussed but no action was taken.

- Radioactive Material License
- ALTCEW
- Malden Radio Site Lease
- BOE Legislation
- Parks/DS Reorganization
- Hog Fuel Perpetual Burn
- Behavioral/Medical Integration
- State Auditor Fraud Information
- 2017 Budget

10:00 a.m. - Flag Salute.

Present: Gary Petrovich, Mary Collins, Karen Keisling and Kara McMurray.

D078935A 2. Pledge of Allegiance.

Agenda Revised:

D078935B 2A. Motion by Commissioner Kinzer **seconded** by Commissioner Largent and **carried** to amend the agenda to add the DeAtley contract as item #22A.

Consent Agenda:

D078935B 2B. Motion by Commissioner Kinzer **seconded** by Commissioner Largent and **carried** to accept the consent agenda.

078936 3. Treasurer's Wire Transfers and Check Report in the amount of **\$267.00, Payroll** warrants numbered **329346-329356** for **\$530,132.67** and General Claims/Veterans' Relief warrants numbered **329365-329558** for **\$390,998.28** approved.

078937 4. May 1, 2017, 2017 minutes approved.

078938 5. Personnel change orders approved.

078939 6. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to authorize publishing the notice of the joint Latah/Whitman County meeting.

078940 7. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the Emergency Communications Malden radio site lease agreement.

078941 8. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to authorize the Chairman to sign the Spokane County, Greater Spokane Department of Emergency Management/Whitman County FY2016 Homeland Security grant program agreement GSEM 1611 (E17-082).

078942 9. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve Emergency Management grant application data form for the Homeland Security grant program for \$44,049 for 09/01/16-06/30/18.

078943 10. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the 2017-2018 legal newspaper agreement.

078944 11. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** not objecting to the WA State Department of Health radioactive Material License-Industrial application filed by GeoProfessional Innovation Corp.

078945 12. Parks Department reorganization discussion was briefly held. No new information was presented since this morning's workshop.

078946 13. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to sign a resolution appointing Janel Goebel as Whitman County Developmental Services County Coordinator/Department Head and temporarily assigning the duties and responsibilities of the Whitman County Parks Department to the Developmental Services County Coordinator/Department Head.

RESOLUTION NO. 078946
BEFORE THE BOARD OF WHITMAN COUNTY, WASHINGTON COMMISSIONERS
PARKS/DEVELOPMENTAL SERVICES DEPARTMENTS

WHEREAS, the Board of Whitman County Commissioners, State of Washington, met in regular session on May 15, 2017 2017; and,

WHEREAS, the current County Parks Director/Developmental Services County Coordinator/Department Head is retiring as of May 31, 2017; and,

WHEREAS, it is necessary to name an interim County Parks Director/Department Head and appoint a Developmental Services County Coordinator/Department Head to continue the workings of county government; and,

WHEREAS, the Whitman County Commissioners deems it appropriate to appoint Janel Goebel as the Whitman County Developmental Services County Coordinator/Department Head; and,

WHEREAS, the Whitman County Commissioners deems it necessary to temporarily transfer the responsibilities of the County Parks Department Director/Department Head to the Developmental Services County Coordinator/Department Head under the direct supervision of the Whitman County Commissioners.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Whitman County Commissioners that Janel Goebel be appointed as the Whitman County Developmental Services County Coordinator/Department Head as of June 1, 2017; and,

BE IT FURTHER RESOLVED by the Whitman County Commissioners that the duties and responsibilities of the County Parks Department/Department Head is hereby temporarily assigned to the Developmental Services County Coordinator/Department Head as of June 1, 2017.

Dated this 15th day of May, 2017.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Arthur D Swannack, Chairman

Dean Kinzer, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

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078947 **14. Motion** by Commissioner Kinzer **seconded** by Commissioner Largent and **carried** to change the overall contract amendment #E16-129(B) from \$353,500 to \$427,726, an increase of \$74,226.

CORRESPONDENCE:

D078947A **15.** The following correspondence was received:

078948 **15A.** Notice of a case filing for mediation for the Whitman County Road and Solid Waste bargaining units was received from the Public Employment Relations Commission.

078949 **15B.** Information was received from the Health Care Authority regarding behavioral health integration. This item will be further discussed at 1:30 p.m.

078950 **15C.** An executed copy of WA Military Department contract #E17-179 for Emergency Management (08/31/17) was received.

078951 **15D.** An executed copy of Spokane County Greater Spokane Emergency Management Homeland Security grant program contract #E16-076 for Emergency Management was received.

078952 **15E.** An executed copy of Spokane County Emergency Management Homeland Security grant program contract #E15-115 for Emergency Management was received.

078953 **16.** Commissioners' pending list reviewed.

10:30 a.m. - Lynn Kimball, Aging & Long Term Care of Eastern WA Executive Director.

078954 **17.** Ms. Kimball provided an annual report of services provided to Whitman County residents in 2016.

078955 **18.** The Chairman presented the Director with a proclamation for 2017 Older American month.

10:45 a.m. - Recess.

11:00 a.m. - Public Works.

Present: Phil Meyer, Dean Cornelison, Mary Collins (11:00 a.m. and Alan Thomson (11:15 a.m.).

078956 **18A.** The following Public Works related issues approved/updated:

ACTION ITEMS:

078957 **19.** Chairman Swannack presented Dean Cornelison with the County Road Administration Board 2016 Certificate of Good Practice.

078958 **20. Motion** by Commissioner Kinzer **seconded** by Commissioner Largent and **carried** to approve the publishing of a notice for No Spray of noxious weeds.

078959 **21.** Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the Rural Arterial Program contract for Hume Road.

078960 **22.** Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the Rural Arterial Program contract for Almota Road Phase 3.

078961 **22A.** Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the agreement between M.A. DeAtley and the Whitman County Landfill for the contact water and fire suppression tank project.

DIVISION UPDATES:

D078961A 23. The following division updates provided by Public Works staff.

Engineering Division:

D078961B 23A. The Sand Road project will resume depending upon weather. The Edmondson Bridge will be installed any time after June 1st and will take 4-6 weeks to complete.

D078961C 23B. The Safety Project contractor continues to install new yellow signs.

D078961D. 23C. The Steptoe Canyon Bridge work won't begin until sometime in July.

078962 23D. The Oakesdale Shop office upgrade project was awarded through the small works process to Dustin K Siding in the amount of \$32,025 plus tax.

Maintenance Division:

D078962A 23E. Phil Meyer said asphalt and crack sealing work is occurring when possible; work is being done for the towns of Garfield and Farmington prior to seal coating; and limited use has been imposed on Kitzmiller Road due to the condition of the road.

Planning Division:

D078962B 23C. Mr. Thomson indicated the Planning Commission is still in need of new members.

D078962C 23D. The Commission is currently working on revisions to Cluster Residential and the Agricultural Districts. A final product for the public is anticipated by June 7th.

11:30 a.m. Chelsea Cannard, Eunice Coker and Troy Henderson.

078963 24. The proposed revisions to the County Web policy was reviewed by Chelsea Cannard. Eunice Coker noted the county's current web site is not inviting and she also suggested the county logo be updated.

078964 25. **Motion** by Commissioner Kinzer **seconded** by Commissioner Largent and **carried** to sign a resolution approving the revised Web Committee policy.

**RESOLUTION NO. 078964
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

IN THE MATTER OF adoption of Whitman County Policy: **CREATING AND MODIFYING COUNTY WEB PAGES;**

WHEREAS, the Whitman County Web Committee was adopted September 20, 1999; and,

WHEREAS, it is necessary to update said policy; and,

WHEREAS, this action is necessary and in the best interest of Whitman County and its citizens.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Whitman County Commissioners that the above is approved and attached as **POL-002-IS CREATING AND MODIFYING COUNTY WEB PAGES.**

Dated this 15th day of May 2017 and effective as of April 25, 2017.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Arthur D Swannack, Chairman

ATTEST:

Dean Kinzer, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

Effective Date: 04-25-17	Page: 1 of 3
POLICY	
Cancels: POL-001-IS, 9-20-1999	
See Also: PRO-001-IS	Approved by: BOCC

POL-001-IS ESTABLISHING THE WEB COMMITTEE, CHAIRPERSON, VICE-CHAIRPERSON, WEBMASTER, & WEB EDITORS

1. Commissioners Establish A Web Committee

The Board of County Commissioners (BOCC) will establish a Web Committee, which will oversee the operation of the Whitman County Web Site, making sure that the county is well represented by web pages done in a professional manner.

The Web Committee:

- To hold a vote, must have a quorum of five (5) committee members including the Webmaster and Chairperson who may be the same person.
- Will make decisions by a simple majority vote of committee members.
- Will be comprised of not more than one representative from each county department. Members must have training in county web development procedures, and must be approved by the county Webmaster as Web Editors.
- Members will each have one vote.
- *Members will each help with annual updates of department web pages.*

2. Commissioners Will Appoint A Web Committee Chairperson

The BOCC will appoint the Web Committee Chairperson. The Web Committee will use a simple majority vote to select a skilled candidate to be recommended to the BOCC for appointment as Chairperson. The BOCC will appoint a Chairperson when personnel resign or when the need arises.

The Chairperson will:

- Represent the committee in all *web site related* meetings.
- Coordinate activities related to the county web site.
- Will give timely notices before upcoming meetings.

Effective Date: 04-25-17	Page: 2 of 3
POLICY	
Cancels: POL-001-IS, 9-20-1999	
See Also: PRO-001-IS	Approved by: BOCC

POL-001-IS ESTABLISHING THE WEB COMMITTEE, CHAIRPERSON, VICE-CHAIRPERSON, WEBMASTER, & WEB EDITORS

- Chair the Web Committee meetings.
- Write and distribute minutes of the meetings.

3. Web Committee Elects A Vice-Chairperson Using Simple Majority Vote

The Web Committee will elect a Vice-Chairperson using a simple majority vote when personnel resign or when the need arises.

The Web Committee Vice-Chairperson will:

- Substitute for the Chairperson as needed.
- Help with Chairperson's duties when requested.

4. Webmaster Duties

The Board of County Commissioners (BOCC) will appoint a Webmaster from the IT department.

The Webmaster will:

- Approve the designation of department personnel as Web Editors.
- Issue passwords to new Web Editors.
- Deny access to web pages when necessary.
- Approve submitted web page changes by Web Editors.
- Edit county homepage.
- Inspect all county web pages for changes and errors.

5. Department Heads Appoint Web Editors

Department heads, if they require more than an annual update of their web pages, must appoint a Web Editor to actively manage their web pages. A Web Editor must receive web editing training, and must be approved by the Webmaster.

Effective Date: 04-25-17	POLICY	Page: 3 of 3
Cancels: POL-001-IS, 9-20-1999		Approved by: BOCC
See Also: PRO-001-IS		

POL-001-IS ESTABLISHING THE WEB COMMITTEE, CHAIRPERSON, VICE-CHAIRPERSON, WEBMASTER, & WEB EDITORS

The Web Editors:

- Must meet the same criteria as a Web Committee Member.
- If qualified by the Webmaster, will be given a web password, which allows the editor to edit and publish web pages.
[PRO-001-IS]
- If seasonal, temporary, or a part-time employees, will not be given passwords, and the publishing will be done through the Webmaster.

Effective Date: 04-25-17	POLICY	Page: 1 of 2
Cancels: POL-002-IS, 9-20-1999		Approved by: BOCC
See Also:		

POL-002-IS CREATING AND MODIFYING COUNTY WEB PAGES

1. All Department Homepages Must Use The Same Format

To maintain a cohesive web site all department homepages must use the same format including:

- Fonts
- Colors
- Logo
- Size
- Layout

2. All Department Web Pages May Use Different Formats

Web pages, other than homepages, may be published using modified formats, which fit the unique requirements of each department.

3. All Department Web Pages Must Include The Standard Header

A standard header will be used on all department web pages. The header, which is defined as the top line section of a web page, is determined by the Web Committee and must include:

- On the homepage, the official county logo at the top left which links back to the county homepage. Logo colors may not be altered, and size must be minimum 1" X 1".
- On the homepage, the department name placed to the right of the logo. Font must be bold, maroon / dark red, (Hex=80,00,00; RGB=128,0,0); 36pt. *Footlight MT Light*.
- On subsequent web pages, the department logo, or logo approved by the Web Committee, placed at top left with a link back to the department's homepage. The name "Whitman County" and the department name must appear in the header either as stand-alone text or in the logo. Names outside the logo must use a bold 36 pt. *Footlight MT Light* font.
- Horizontal divider line matching that on county homepage.

Effective Date: 04-25-17	POLICY	Page: 2 of 2
Cancels: POL-002-IS, 9-20-1999		Approved by: BOCC
See Also:		

POL-002-IS CREATING AND MODIFYING COUNTY WEB PAGES

4. All Department Web Pages Must Include The Standard Footer

The standard footer, which is defined as the bottom of a web page, is determined by the Web Committee and will exclusively contain:

- Horizontal divider line matching that on county homepage.
- "This is the official [Whitman County](#) Colfax, WA Government web site" statement with "Whitman County" as a link to the county homepage.
- "Please send any comments or suggestions to Webmaster@co.whitman.wa.us or WebEditor@co.whitman.wa.us" statement with the e-mail address linked to Webmaster or the specific page Web Editor.
- "By using this web site you agree to the following [Disclaimer](#)" statement with "Disclaimer" as a link to the county web site disclaimer page.
- Copyright statement written as "Copyright © ????".
- Last modified statement written as "Last modified:??/??/????".

Effective Date: 04-25-17	POLICY	Page: 1 of 1
Cancels: POL-003-IS, 9-20-1999		Approved by: BOCC
See Also: PRO-001-IS, PRO-002-IS, PRO-003-IS		

POL-003-IS APPROVING COUNTY WEB PAGES

This policy applies to all county web pages.

1. Webmaster Will Approve Web Page Changes

The Webmaster will initially approve the publication of a department's web page changes except changes in:

- Names and email addresses
- Phone numbers and street addresses
- Schedules
- Dates

2. **Department Web Editors Will Request Web Page Change Approval From The Webmaster**
Department Web Editors need approval for web page changes through the webmaster.
(PRO-001-IS)

3. **Departments Must Keep Web Pages Current**

The Webmaster will:

- Send a quarterly notice to departments requesting that web pages be reviewed and updated. Departments without a Web Editor will submit updated information to the Webmaster for publication.
- Make changes as necessary to outdated departmental information. (PRO-003-IS)

4. **Web Committee Will Give Final Approval For Major Web Page Format Changes**

Web Committee will give final approval to all major web page formatting changes.
(PRO-002-IS)

D078964A 26. Approved documents signed.

12:00 p.m. - Recess.

1:30 p.m. - Reconvene/Board Business Continued.

Present: Mike Berney and Troy Henderson.

078965 27. Mr. Berney reviewed the regular meeting of the GCBH Board of Directors held May 4, 2017.

D078965A 27A. **GCBH Funding and Fiscal Operations Committee Report:**

The Committee did meet in April: The Committee forwarded two recommendations (seconded motions) to the Board of Directors and had several updates to report:

Recommendations:

- To approve the preliminary budget calendar for the GCBH FY 18/19 Biennial Budget.
- To approve a supplemental budget for the FY 16/17 GCBH Biennial Budget that included a \$9.4 Million increase. Most of the increase was for more revenue and expenditures in the substance use disorders program than had been anticipated when the budget was created. A public hearing was advertised and held regarding the supplemental budget. There was no public comment.

Updates included:

- An attorney for the State Auditor's Office contacted GCBH and other multi-County behavioral health organizations, contending that we are not legal entities. GCBH legal council is reviewing this attorney's contention.
- There was a mistake made when some additional substance use disorder funds were released to the provider network recently. The mistake is being corrected in May and June of this year.
- GCBH will need to add some additional funds (\$3.2 M; \$2.2 from CD funds & 1.0 from MH funds) to its Inpatient Risk Reserve in order to meet required levels at the end of the current biennium. This can be done without effecting funding for services.
- Staff has begun working on a new biennial budget for review/recommendation by the Committee and then the Board's review/approval prior to July 1, 2017. The Funding Policy (how funding is distributed) will also be reviewed during this process.

Whitman County voted in favor of both recommendations. Both motions passed unanimously.

D078965B 27B. **GCBH Personnel Committee Report:**

The Committee met twice during April and has a number of recommendations for the Board:

- Upgrade (job description and placement on the salary grid) the Comptroller and Quality Manager positions. This is to accommodate the promotion of the CFO to Director/CFO.
- Update a number of other Job Descriptions
- 3% COLA for Regional Office Staff effective June 1, 2017
- Increase benefit payment

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One motion was made to cover all recommendations. Whitman County voted in favor of the motion. The motion passed unanimously.

D078965C 27C. GCBH Management Information Systems Committee Report:

House-keeping updates were provided by staff to the Committee. Staff and contractors are doing a wonderful job as the State keeps changing its mind about data needs and support.

D078965D 27D. GCBH Regional Office Legislative Related Updates:

- The Medicaid rate ranges have been set by DBHR. The legislature must still decide what funding levels will be applied to the Medicaid Program.
- The Governor would like to establish a new Children’s Division separate from DSHS
- Children’s Administration is concerned about network sufficiency once managed care organizations take over under full integration
- Counties may need to weigh in again on how full integration will look in our area. There is a push for more areas to be early adopters.

D078965E 27E. GCBH Board Discussion Regarding 10 Bed Loan Request:

The Spokane Behavioral Health Organization is requesting that Greater Columbia continue to loan them 10 beds at Eastern State Hospital (ESH) during the next biennium. Commissioner Small and Mr. Wilson met with Commissioner O’Quinn and Ms. Barrada prior to the April Board meeting. Ms. Barrada and a staff person were on the phone during the discussion of this agenda item. The Board Chair established an Ad Hoc Committee to develop a variety of options for the Board to consider at their May meeting. The Committee considered a continuum of options. The recommendation is to again loan the 10 beds if Spokane BHO will:

- Agree to a fixed term with an out clause for the Memorandum of Understanding
- Agree to a freeze on the current allocation of beds at ESH.
- Agree to support a change with admissions to ESH such that if a BHO is over their allocation then the next available bed goes to the most acute person from a BHO that is under their allocation.

The Committee suggested the GCBH attorney be asked to draft an agreement with these clauses. Whitman County voted in favor of the recommendation. The vote was unanimous.

D078965F 27F. Commissioner Largent will need to vote on the biennial budget (June 1st?).

2:10 p.m. - Recess.

DATE: May 15, 2017

2:10 p.m. - Convened/Board of Health.

Present: Troy Henderson.

DIVISION UPDATES:

Minutes:

078967 28. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the Board of Health minutes of March 20, 2017.

Health Officer:

D078967A 29. No update.

Environmental Health:

D078967B 30. Environmental Health has sent out all billings for the year and are awaiting payments.

D078967C 30A. In 2016 Campylobacter was the #1 foodborne illness in America over Salmonella.

Personal Health:

D078967C 31. Working with hospitals for safe sleep providing cribs, car seats, swaddling devices, books, etc. Every eligible mother receives all these items at the hospital and every mother receives books and information. This is all grant funded, Public Health just facilitates the process.

Administrative:

D078967D 32. Troy Henderson said a new nurse has been hired.

078968 33. The revised Public Health fee schedule was reviewed.

078969 34. **Motion** by Commissioner Kinzer **seconded** by Commissioner Largent and **carried** to approve the revised Public Health fee schedule.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the Matter of the Second) **RESOLUTION NO. 078969**
 Revised Whitman County Public)
 Health Fee Schedule for 2018)

WHEREAS, the Board of Whitman County Commissioners acting as the Board of Health, met in regular session on the 15th day of May 2017; and,

WHEREAS, it appears additional changes are necessary and in the best interest of the citizens of Whitman County.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the attached revised Public Health Fee Schedule be adopted and implemented effective January 1, 2018.

PASSED AND APPROVED by the Whitman County Board of Commissioners, acting as the Board of Health on this 15th day of May, 2017.

BOARD OF COUNTY COMMISSIONERS
 OF WHITMAN COUNTY, WASHINGTON
 ACTING AS THE WHITMAN COUNTY
 BOARD OF HEALTH

 Arthur D Swannack, Chairman

ATTEST:

 Dean Kinzer, Commissioner

 Maribeth Becker, CMC
 Clerk of the Board

 Michael Largent, Commissioner

TYPE OF VISIT		2018
99212	Minimal office visit (1 service)	17.00
99214	Intermediate office visit (2 or more services)	20.00
99201	TB test, 1 step office visit	28.00
99215	TB test, 2 step office visit	38.00
IMMUNIZATION SERVICE		
90702-SL	DT	15.00
90700-SL	DTaP	15.00
90633-SL	Ped Hep A (2-18 years)	15.00

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90744-SL	Hep B (0-18 years)	15.00
90645-SL	HIB (4 doses), HIB titer	15.00
90746-SL	HIB (booster)	15.00
90647-SL	HIB (3 doses) Ped Vax	15.00
90648-SL	HIB (4 doses) Act HIB	15.00
90713-SL	IPV	15.00
90707-SL	MMR (0-18 years)	15.00
90669-SL	PCV-7	15.00
90718-SL	Tetanus/TD (7-18 years)	15.00
90716-SL	Varicella (1-18 years)	15.00
90657-SL	Influenza (6-35 months)	15.00
90658-SL	Influenza (3 years)	15.00
90723-SL	DTaP/HBV/IPV	15.00
90649-SL	HPV Gardasil (11-18 years)	15.00
90710-SL	MMRV	15.00
90680-SL	Rotavirus	15.00
90715-SL	Tdap (10-18 years)	15.00
90734-SL	Meningococcal Menactra (11-18 years)	15.00
PRIVATE PAY		
90632	Hep A Adult (19+ years)	37.00
90746	Hep B Adult	46.00
90658	Influenza	AT COST
90732	Pneumococcal	AT COST
90718	TD Adult (19+ years)	48.00
90636	Hep A/Hep B Twinrix	AT COST
86580	PPD 1 Step Skin test given/read	10.00
86580	PPD 2 Step Skin test given/read	12.00
HIV/AIDS		
86701	HIV test Oral Swab	
NOT SLID	2 hr HIV/BBP DVD rental/test/certificate	25.00
NOT SLID	4 hr HIV/BBP DVD rental/test/certificate	50.00
NOT SLID	7 hr HIV/BBP DVD rental/test/certificate	75.00
	HIV/BBP Education/Group class	35.00/HR
VITAL RECORDS		
	Certified copies of birth/death certificates	20.00
	Search of records birth/death with copies	8.00
MISC.		
	Daycare consultation	35.00/HR

2018 Environmental Health Fees

Permit Type	Fee
Food Establishment Permits	
Category I food establishment	\$75
Category II food establishment	\$300
Category III food establishment	\$500
Category I thru III additional catering permit	\$50
Catering Permit	\$250
Mobile Simple	\$100
Mobile Complex	\$250
Schools/Greek Houses	\$200
Commissary/Kitchen Approval	\$50
Small Grocery	\$150
Large Grocery	\$500
Farmers Market/Community Vendor	\$50
Other Food Program Fees	
Plan review w/ pre-opening inspection	\$150
1 st follow up after failed inspection	\$150
2 nd follow up after 1 st failed inspection	\$300
Health Officer hearing after 2 nd failed inspection	\$500
Variance request/HACCP plan	\$100

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Food Worker Card	\$10
Operating without a FSE permit	Double regular fee
Temporary Food Events 1-4 days	
Benevolent	\$20
Simple	\$30
Complex	\$50
Water Recreation Permits	
Pools	\$275
Each additional pool on site	\$100
Spas	\$250
Each additional spa on site	\$100
Other Water features (wading pool, spray structure)	\$200
Pre-opening inspection	\$150
Certified Pool Operators receive a fee reduction	-25%
Solid Waste and Landfills	
Sanitary landfill permit	\$6750
Inert fill site permit	\$1500
Compost facility permit	\$1500
Recycling center permit	\$110
Onsite Sewage Licensing	
Septic Installers license	\$325
Septic Installers license renewal	\$200
Septic Pumper license	\$325
Septic Pumper license renewal	\$200
Septic Pumper and Installer license/Evaluator	\$525
Septic Pumper and Installer license/Evaluator renewal	\$400
Out of county septic tank pumper	\$25 per pump
Onsite Sewage Advisory Committee member receive a fee reduction	-%10
Onsite Sewage System Permits	
Standard New System permit	\$475
Engineered New System permit	\$580
Homeowner Design and Install Gravity OSS permit	\$625
Replacement or Expansion of Onsite Sewage System	\$355
Repair of Onsite Sewage System	\$150
Septic Tank replacement	\$125
Site Evaluation	\$350
Each additional site evaluation at same location and at the same time	\$100
General Environmental Health Hourly Fee	
	\$100

D078969A 34A. The community chief health strategist framework is something currently being recognized nation-wide and the commissioners will be hearing more about this at their annual county meetings. Mr. Henderson has been doing this for the past 3 years. The state is saying the Public Health Directors should meet with hospitals and providers and work together; ala the Whitman County Health Network that has been active for the past 2-1/2 years.

D078969B 34B. Mr. Henderson said there is a National accreditation program for Public Health offices. Washington State Department of Health is accredited and some counties are in the process. Mr. Henderson reviewed the program and felt it was too expensive and also requires an annual fee. Their main selling point is that it helps you to perform self-reflection on how to improve services. Whitman County is not going to pursue this certification.

D078969C 34C. Mr. Henderson received a letter from the State Department of Health enclosing rural health calendars with pictures created by local rural elementary students.

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D078969D 34D. Commissioner Kinzer asked about the status of the Yakima Valley Farmworkers establishment and Mr. Henderson said as far as he knew they were still planning on construction in the first quarter of 2018.

Next Meeting/Adjournment:

D078969E 35. The next Board of Health meeting is July 17, 2017. Meeting adjourned at 2:30 p.m.

D078969F THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, May 22, 2017 at 9:00 a.m.** Chairman Arthur D Swannack, Dean Kinzer and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

9:00 a.m. - Reconvene/Board Business Continued.

D078969G 36. Approved consent agenda items signed.

078970 37. Treasurers Wire Transfers and Check Report for **\$2,777,277.99**, Payroll warrants numbered **329559** for **\$370.03** and General/Veterans' Relief warrants numbered **329593-329680** for **\$457,263.92** approved.

078971-078977 38. Personnel change orders.

9:05 a.m. - BOCC Workshop.

Present: Mark Storey, Bob Reynolds, Bill Tensfeld (9:00 a.m.), Janel Goebel and Troy Henderson (10:00 a.m.) and Kelli Campbell (10:10 a.m.).

078978 39. The following items were discussed but no action was taken.

- PETA/Circus
- Emerg. Mgmt. Grant Items
- 2017 CIP
- Jail Sewage Motor
- Courthouse Clock Motor
- Superior Court HVAC
- PSB Roof Project
- Board of Equalization
- Court Security
- Solid Waste Projects
- Maintenance Operation Mgr.
- 2017/2018 Safety Projects
- Edmondson Bridge
- Almota Phase 3
- Hume Road
- Farmington Road
- Sand Road
- Oakesdale Road
- Elberton Road Complaint
- HIRST Decision
- PBAC
- Ticks
- Parks/DS Reorganization
- Oil Trains in NW Whitman Co.
- Auditor's Request
- Public Records Request

10:50 a.m. - Recess.

D078978A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, May 30, 2017 at 9:00 a.m.** Chairman Arthur D Swannack, Dean Kinzer and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

9:00 a.m. - Reconvene/Board Business Continued.

D078978B 40. Approved consent agenda items signed.

BOCC MINUTES-05/15/17

078979 **41.** Treasurers Wire Transfers and Check Report for **\$3,016,894.30**, Payroll warrants numbered **329681-329687** for **\$392,282.18** and General/Veterans' Relief warrants numbered **329703-329827** for **\$40,052.06** approved.

078980-078992 **42.** Personnel change orders.

9:05 a.m. - BOCC Workshop.

Present: Gary Petrovich, Mark Storey, Kelli Campbell, Mark Clinton (9:00 a.m.), Eunice (9:30 a.m.) and Troy Henderson (10:05 a.m.).

078993-078994 **43.** The following items were discussed but no action was taken.

- PSB Fumes/Employees
- Treasurer's Staffing
- Elections Staffing
- Latah/Whitman Mtg.
- Joint Land Use Mtg.
- Palouse RTPO Lead Agency
- Martin Hall
- Asotin Co. EM Director
- Hawkins Development
- Salary Commission
- Parks-DS-EM/EC
- WRCIP Coverages
- Public Records Request
- Budget Amendment #1

11:00 a.m. - Recess.

6:00 p.m. - BOCC Workshop at Southfork Restaurant in Pullman.

Present: Dave McGraw, Tom Lamar, Richard Weiser, Latah County Commissioners and Henrienne Westberg, Latah County Clerk/Auditor/Recorder.

078995 **44.** The following items were discussed but no action was taken.

- PBAC/Water
- Freight Movement
- Employee Retirement Trends
- CAP Trail
- Marijuana
- "The Wall"
- Wolves
- Pullman-Moscow Airport
- Business Development
- Palouse Knowledge Corridor
- SEWEDA
- Elections
- Budgets

8:15 p.m. - Adjournment.

D078993A Commissioner Kinzer **moved** to adjourn the **May 15, 22** and **30, 2017** meetings. Motion **seconded** by Commissioner Largent and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **June 4, 2017**. The foregoing action made this **30th** day of **May 2017**.

ss/ DEAN KINZER, COMMISSIONER
ss/ MICHAEL LARGENT, COMMISSIONER

MARIBETH BECKER, CMC
Clerk of the Board

ARTHUR D SWANNACK, CHAIRMAN
Board of County Commissioners