

Minutes for June 16, 2008

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068276 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, June 16, 2008 at 9:00 a.m.** Chairman Michael Largent, G.R. Finch and Greg Partch, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Kelli Campbell and Sharron Cunningham (9:00 a.m.).

D068276A 1. Commissioner Partch **moved** Commissioner Finch **seconded** the motion and it **carried** to go into executive session with the above individuals until 9:30 a.m. for a personnel matter.

068277 Not used.

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

Present: Joe Smillie.

D068277A 2. **Motion** by Commissioner Finch to accept the consent agenda. Motion **seconded** by Commissioner Partch and **carried**.

068278 3. Claims/Payroll warrants numbered **216176-216207, 216237-216259, 216429** and **216477-216661** for **\$736,118.65** approved.

FUND	FUND NAME	AMOUNT	AMOUNT
001	Current Expense	54,020.60	75,687.21
102	Building & Development	1,579.60	42.95
103	Countywide Planning	2,552.40	21.20
104	Developmental Services		1,200.12
106	Extension Publications		217.50
109	Homeless Housing		6,255.53
110	County Roads	14,705.00	150,166.40
111	CETC Building		69.24
123	Paths & Trails-123.310.000		430.42
127	Drug Enforcement-Quad City	400.00	580.26
128	Crime Victims/Witnesses	350.00	
135	Prosecutor's Stop Grant	150.00	
136	Electronic Monitoring		241.75
137	Web Site Development		57.49

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144	Emergency Communications-144.260.001	250.00	
300	Capital Projects Asset Acq.-300.010.001		1,206.43
300	Capital Projects Computer-300.010.003		4,112.34
300	Capital Projects CIP-300.010.005		25,589.13
300	Capital Projects Klemgard Park-300.310.001		300.34
320	Cap. Project/Out. Sources (Bond)		4,182.76
400	Solid Waste	2,098.64	8,978.40
501	Equipment Rental & Revolving	4,984.00	133,541.30
510	Photocopier Revolving		481.10
513	Communications Revolving		1,754.17
660	Whitcom-General-660.911.000		66,587.09
660	Whitcom-Grant Funding-660.911.001		9,245.85
690	Zaidee Parvin Memorial-690.010.002	415.43	

068279 4. June 9, 2008 minutes approved.

068280-068284 5. Personnel board orders approved.

068285 6. A letter was received from Stevan Gorcester, Transportation Improvement Board Executive Director. At the Board's June 5th meeting the Whitman County Public works Department was recognized for the outstanding street maintenance work it has performed in support of small cities.

068286 7. Commissioners' pending list reviewed.

10:10 a.m. - Recess.

10:30 a.m. - Whitman County Code Amendment, Revenue Development Area.

Present: Mark Storey, Sharron Cunningham, Pat O'Neil, Kara Riebold, Russ and April Coggins, Don Nelson, Darl Roberts, Norm Willson, Joe Smillie, Devon Roykta and Evan Ellis.

D068286A Chairman Largent convened the hearing for a proposed addition to Whitman County Code Title 3, establishing a Revenue Development Area (RDA)

Mark Storey explained the Local Infrastructure Financing Tool (LIFT) is a process established by the legislature two years ago providing assistance to local governments to develop infrastructure for economic development. LIFT funds are derived from a portion of sales tax revenue that would normally go to the state. Through a competitive grant process LIFT rebates the sales tax back to the hosting agency to help pay for infrastructure improvements. The RDA is a tool required by the LIFT grant setting the boundaries where the grant money would be generated. A portion of the revenue generated by the sales tax collected within the RDA boundaries would be returned to Whitman County to help pay for the infrastructure to support development. Up to \$1 million/year can be

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rebated to the county. The LIFT grant allows for up to \$25 million and the county's application is for \$18 million.

The Chairman then called for comments from those in attendance for/against the proposed ordinance.

Discussion ensued concerning whether or not the county could establish a second RDA and how the RDA boundaries were determined.

Mark Storey clarified the RDA encompasses improvements to a portion of Airport Road and extends across SR 270. The county took a hard look at extending the RDA boundaries further on Airport Road, but by doing so it reduced the county's chances of receiving the LIFT grant.

Chairman Largent explained this process does not preclude the county from spending county dollars outside the RDA boundaries. If the LIFT grant is approved it will free up local dollars for use countywide.

Commissioner Partch added the county is also working with the City of Pullman on a shared sales tax agreement, the first of its kind in the state. The county would share the sales tax with Pullman for future businesses on a 50/50 basis and 20% of all future sales tax revenue will be used for infrastructure.

Chairman Largent noted by creating the RDA the county is not asking for additional tax from its residents. This is what is referred to as "incremental dollars." In the event the county is awarded the grant, the state's side of some of those incremental dollars will be rebated to Whitman County to foster economic development.

April Coggins asked if by Whitman County applying for the LIFT grant will preclude other agencies within Whitman County from also applying. The answer is no. It does not preclude another entity within Whitman County from applying but it would affect their point system.

Commissioner Finch clarified this process basically uses the state's portion of sales tax to pay for infrastructure to grow local economy. The state believes helping local depressed entities will in the long run result in a net plus return of sales tax back to the state.

In response to an inquiry by Darl Roberts, approximately \$9.1 million of the \$18 million would be spent on the Hawkins development, \$4 million would be used for improvements outside of the Hawkins development but within the RDA and a portion would be used to service the bond required to support the Hawkins development.

Darl Roberts wondered why the county is proposing to develop the infrastructure from east-west rather than from Pullman east and Mark

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Storey responded the county has a better chance of being awarded the LIFT grant by proposing an east-west RDA rather than a west-east RDA.

April Coggins said she supports the RDA and applauds the Board for working with Pullman to spread the revenue throughout Whitman County.

Russ Coggins said he supports the RDA, thought the Board has done a good job and this will be good for the county. However, there seems to be a public misunderstanding that this money is going to be given to the Hawkins development and people don't understand this is an infrastructure project that will belong to Whitman County creating an anchor and revenue allowing businesses to tie on at some point. Eventually he would like to see utilities from one end of the corridor to the other, but unfortunately there is no Hawkins development sitting on the Pullman end of the corridor ready to commit private dollars. The public seems to have a misunderstanding that the county is just going to funnel money into the Hawkins development which is not true.

Darl Roberts said he appreciates the fact the county is trying to generate revenue. If the county can move revenue into Washington that might otherwise go to Idaho that is a positive move and he supports it. However, when he looks at the possibility of getting one LIFT grant in 25 years, spending \$18 million right up against the City of Moscow, moving traffic in that direction and perpetuating what has been a problem for 30 years, he thought it would be better to do a project that would benefit the City of Pullman more than this proposal will. He also thought there is a possibility the proposed revenue generated from this project may be revenue neutral if there are no new buildings built in the City of Pullman. If a retailer locates in the Hawkins development, there is little chance he will come to Pullman. He might have located in Pullman if the Hawkins development was not available. The Hawkins project will have an advantage because there will be no infrastructure charges; those will have been paid with public funds. If a development happens within the City of Pullman the developer pays for the infrastructure. Therefore the developer must charge a higher price for the land or more rent for the building. If a retailer moves to this market, he is not willing to move here because Hawkins exists, he is willing to move here because he has identified this market as an area where he thinks he can make money. If a retailer locates within the City of Pullman, the property tax revenue would be generated there. It is not additional property tax revenue it just moves the property tax revenue from one location to another. The sales tax revenue certainly might be better for the county because in the Hawkins development the county may not have to share revenue with Pullman. If no development happens in Pullman in the next 25 years because all the retail developers locate in the Hawkins development, then the county may in fact be devaluing properties in Pullman reducing the City's revenue that may have been generated by property tax values. Mr. Roberts preferred to see other proposals also considered.

Commissioner Finch stated the Public Works Director has explained why the county didn't enlarge the scope. The LIFT process has been available for 2 years and the City of Pullman chose not to apply for LIFT funds because they were not ready.

Commissioner Partch commented that businesses choose where they want to locate. Hawkins chose the property west of the state line. Part of the tax sharing agreement protects a large area around Pullman for their growth and the County and City will be partners in that process. Chairman Largent clarified the tax sharing agreement with Pullman is not part of the RDA application.

Pat O'Neil commended the commissioners, Mark Storey and staff involved in this process.

There being no further comments, Chairman Largent noted the letters of comments received, much of which deal with water issues and are not pertinent to the RDA.

- 068287 Moscow Mayor Nancy Chaney
- 068288 David Hall, Pullman resident
- 068289 Paul Kimmell, Avista Corp.
- 068290 Scott Cornelius, Pullman resident

Chairman Largent adjourned the hearing and called for a short recess.

11:00 a.m. - Recess.

11:10 a.m. - Reconvene/Whitman County Code Amendment, Revenue Development Area.

Commissioner Partch **moved** Commissioner Finch **seconded** the motion and it **carried** to approve the Revenue Development Area as presented.

The commissioners thanked all those involved in the RDA process, especially the consultant and staff. The LIFT application is due by June 30th to the state for a mid-September decision.

ORDINANCE NO. 068291
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERES

WHEREAS, Chapter 181, Laws of 2006 (the "Act") provided that a sponsoring local government may create a Revenue Development Area (RDA) within which certain specified public improvements may be financed through the allocation of various property and excise taxes, as set forth in the Act; and,

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WHEREAS, the Act provides Whitman County ("County") the opportunity to compete for the opportunity to utilize the benefits of the Local Infrastructure Financing Tool ("LIFT") a limited form of tax increment financing, which has been used successfully in states throughout the nation to promote community building and economic development; and,

WHEREAS, developing part of the Pullman-Moscow corridor provides numerous benefits for all of the County. These benefits include: (1) building a stronger community and opportunities for those who live and work and raise families in the County; (2) providing a stronger retail base of businesses to help recruit and retain top-quality personnel at Washington State University, as well as Schweitzer Engineering, a world-wide engineering and manufacturing firm that is headquartered in Pullman, WA.; (3) fostering and promoting an area targeted by the County for economic development in an area that is a natural candidate for such development, in a short corridor between two large population centers (Pullman, WA and Moscow, ID) thereby concentrating development in the population centers and in the corridor between them; (4) improving pedestrian and bicycle safety and motor vehicle safety and flow by providing an access road between the existing five-lane highway and nearby existing and proposed businesses and an existing heavily-used bicycle / pedestrian path, all within the RDA; and (5) the retention of significant retail spending within the State of Washington by residents who are now traveling into the neighboring State of Idaho for retail shopping; and,

WHEREAS, a revenue development area would provide significant assistance in carrying out the development of this key area of the County; and,

WHEREAS, the Act requires the County to create a revenue development area, subject to provisions of the Act, to qualify for a state contribution up to a total amount of one million dollars per year for up to 25 years; and,

WHEREAS, the Board of County Commissioners determines that 2009 should be used as the base year from which to measure the incremental future taxes for purposes of the Act; and,

WHEREAS, in order to create a revenue development area, a sponsoring local government must adopt an ordinance consistent with the requirements of Section 207 of the Act; and,

WHEREAS, prior to passage of this ordinance, the Board of County Commissioners held a public hearing on June 16, 2008, notice of which published in the Whitman County Gazette, the legal newspaper of general circulation within the proposed revenue development area, at least ten days before the public hearing, and notice of which was posted in at least six conspicuous places located in the proposed revenue development area, copy of which form of notice is attached as Exhibit A; and,

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WHEREAS, notice of the public hearing in the form attached as Exhibit A was sent by United States mail to the property owners listed on Exhibit B-1, to the business enterprises listed on Exhibit B-2, and the community based organizations listed on Exhibit B-3, incorporated herein by reference, such notices being sent at least thirty days prior to the public hearing; and,

WHEREAS, a certified copy of the proposed form of this ordinance was delivered to the Whitman County Treasurer, as well as to the Washington State Community Economic Revitalization Board and to the Washington State Department of Revenue; and,

WHEREAS, the Board of County Commissioners heard testimony at the public hearing and carefully considered the comments and opinions presented; and,

WHEREAS, the Board of County Commissioners finds that this Ordinance complies with the Act and that the creation of a revenue development area thereunder is in the best interest of Whitman County and its citizens.

NOW, THEREFORE, THE BOARD OF COUNTY COMMISSIONERS OF WHITMAN COUNTY, WASHINGTON, DO ORDAIN AS FOLLOWS:

**WHITMAN COUNTY CODE, TITLE 3
Revenue Development Area**

Sections:

- 3.60.010 Incorporation of Recitals and Exhibits
- 3.60.020 Description of Public Improvements
- 3.60.030 Description of Boundaries
- 3.60.040 Estimate of Cost
- 3.60.050 Time of Tax and Revenue Collection
- 3.60.060 Date for Commencement of Use of Revenues
- 3.60.070 Findings Required by Section 205 of the Act
- 3.60.080 Findings Required by Section 206 of the Act
- 3.60.090 General Authorization
- 3.60.100 Section Headings or Captions
- 3.60.110 Severability
- 3.60.120 Effective Date
- 3.60.130 Corrections

3.60.010 INCORPORATION OF RECITALS AND EXHIBITS. The recitals set forth above are incorporated herein by reference as if set forth in this section in full. All Exhibits to this ordinance are incorporated herein by reference.

3.60.020 DESCRIPTION OF PUBLIC IMPROVEMENTS. The public improvements currently estimated to be made in the Whitman County RDA are described in Exhibit C ("Public Improvements"). This list does not imply Board of Commissioners approval of any specific projects at this time. The County

will consider and finalize the list of approved public improvements prior to commencing work on each project.

3.60.030 DESCRIPTION OF BOUNDARIES. The Board of Commissioners adopts the boundaries of the Whitman County RDA as described below and depicted in Exhibit D.

LIFT Area Boundary Description

Note: The Revenue Development Area comprises commercial and light industrial zoned properties at the east end of the Corridor, (on both sides of the five-lane highway that connects the two main population centers of Pullman and Moscow) in an unincorporated part of Whitman County. The following is not a legal description, but is done in legal description format to be easily converted.

The following described real estate situated in the County of Whitman, State of Washington:

All of the South $\frac{1}{2}$ of Section 32, Township 15 North, Range 46 East, W.M.

TOGETHER WITH all of the Pullman Airport Road, County Road No. 5600 lying in Section 31, Township 15 North, Range 46 East, W.M., as shown on the plans for construction, C.R.P. 5600-2 Airport Road, as recorded in the Whitman County Engineers office.

TOGETHER WITH the East $\frac{1}{2}$ of the East $\frac{1}{2}$ of the Southeast $\frac{1}{4}$ of Section 31, Township 15 North, Range 46 East, W.M., lying south of the northerly right of way line of Washington State Highway SR 270.

TOGETHER WITH Government lots 1, 2 and 3 in Section 5, Township 14 North, Range 46 East, W.M., lying north of the Washington & Idaho Railroad (formerly Northern Pacific Railroad).

EXCEPT a tract of land situated in Government Lot 1, Section 5, Township 14 North, Range 46 East, W.M., lying North of and adjacent to Washington State Highway No. 270 and adjoining the Washington-Idaho State Line in Whitman County, more particularly described as follows:

Beginning at a point on the North right of way line of Washington Primary State Highway No. 270 at its intersection with the Washington-Idaho Line, said point being located 1,129.04 feet North of the Southeast corner of Government Lot 1, said point being the true point of beginning; running thence South $88^{\circ} 39'$ West 120.00 feet along said North right of way line; thence North on a line parallel with the Washington-Idaho State Line 181.5 feet; thence

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North 88° 39' East 120.00 feet to a point on the Washington-Idaho State line; thence South along said State line 181.5 feet to the point of beginning.

ALSO EXCEPT a tract of land in Government Lot 1, Section 5, Township 14 North, Range 46 East, W.M., more particularly described as follows:

Commencing at a concrete monument on the North right of way line of Washington State Highway No. 270 at its intersection with the Washington-Idaho State Line, said monument being located 1,129.04 feet (by Yates) North of the Southeast corner of said Lot 1; thence South 88° 39' 00" West 120.00 feet to the Southwest corner of Yates survey and the true point of beginning; thence along the arc of a spiral curve, the chord of said spiral bears North 88° 09' 43" West 23.43 feet; thence along the arc of a 2790 feet radius curve to the left through a central angle of 4°36'18" the chord of said curve bears South 87° 46' 00" West 224.18 feet; thence North 226.18 feet; thence North 88° 39' 00" East 267.50 feet to a point on the Washington-Idaho Line; thence South 60.00 feet along said line; thence South 88° 39' 00" West 120.0 feet; thence South 181.50 feet to the true point of beginning.

3.60.040 ESTIMATES OF COST. As further described in Exhibit C, the current estimated cost of the Public Improvements to be financed by the Local Infrastructure Financing Tool is approximately \$18.1 million in 2008 dollars. In addition to utilizing LIFT funding, the other resources available and expected to be used to finance the improvements within the RDA include real estate excise tax, current expense funds, and significant private sector development contributions.

3.60.050 TIME OF TAX AND REVENUE COLLECTION. The estimated time during which local excise tax allocation revenues, local property tax allocation revenues, and other revenues from local public sources are to be used as part of the local infrastructure financing for the Whitman County RDA is 20 years (2010-2030).

3.60.060 DATE FOR COMMENCEMENT OF USE OF REVENUES. County use of local excise tax allocation revenues and local property tax allocation revenues with respect to the Whitman County RDA is anticipated to commence on January 1, 2010.

3.60.070 FINDINGS REQUIRED BY SECTION 205 OF THE ACT. The Board of County Commissioners finds and determines that the conditions of Section 205 of the Act are met with respect to the Whitman County RDA. Specifically, the Board of County Commissioners finds and determines that:

- (a) No funds will be used to finance, design, acquire, construct, equip, operate, maintain, remodel, repair, or reequip public facilities funded with taxes collected under RCW 82.14.048;
- (b) The Public Improvements are projects that are or will be identified within the capital facilities, utilities, housing, or transportation elements of the County's comprehensive plan under Chapter 36.70A RCW;
- (c) The Public Improvements are expected to encourage private development within the RDA and to improve the fair market value of real property within the Whitman County RDA;
- (d) The County expects to enter into a development agreement with a private developer relating to certain areas within the Whitman County RDA by 2008. Developer interest is significant and demonstrates the marketability of this proposal as indicated by a preliminary development agreement already obtained;
- (e) Private development that is anticipated to occur within the Whitman County RDA, as a result of the public improvements will be consistent with the countywide planning policy, and the development regulations applicable to this Corridor area, adopted by Whitman County;
- (f) The local infrastructure financing with respect to the Whitman County RDA is not expected to be used for the purpose of relocating a business from outside the RDA but within Washington State, into the RDA and the Whitman County RDA will improve the viability of existing business entities within the Whitman County RDA;
- (g) The Public Improvements are reasonably likely to (i) increase private commercial investment within the Whitman County Bothell RDA; (ii) increase employment in and around the Whitman County RDA; (iii) improve the viability of the existing community of Pullman, WA and surrounding smaller communities; and (iv) generate, over the period of time that local option sales and use taxes will be imposed under Section 401 of the Act, state excise tax allocation revenues and state property tax allocation revenues (as defined in the Act) derived from the Whitman County RDA that are equal to or greater than the respective state contributions made under the Act; and
- (h) The local infrastructure financing will only be used in the Whitman County RDA, which is an area deemed by the County to be in need of economic development or redevelopment and is within County boundaries.

3.60.080 FINDINGS REQUIRED BY SECTION 206 OF THE ACT. Pursuant to Section 206 of the Act, the estimated impact of the Whitman County RDA on small businesses and low income housing and the mitigation plan relating thereto, attached as Exhibit E, is hereby adopted.

3.60.090 GENERAL AUTHORIZATION. The Chair of the Board of Commissioners and other appropriate County officers are each hereby authorized and directed to do such things as may be necessary and appropriate in order to carry out the terms and provisions of, and complete the transactions contemplated by, this ordinance.

3.60.100 SECTION HEADINGS OR CAPTIONS. The section headings or captions of this ordinance are for convenience of reference only, and shall be used to resolve any question of interpretation of this ordinance.

3.60.110 SEVERABILITY. If any section, sentence, clause or phrase of this ordinance should be held to be invalid by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other sections, sentence, sentence, clause or phrase of this ordinance.

3.60.120 EFFECTIVE DATE. This ordinance shall take effect five (5) days after passage.

3.60.130 CORRECTIONS. The Clerk of the Board of County Commissioners and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Dated this 16th day of June 2008.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

Greg Partch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

G.R. Finch, Commissioner

ORDINANCE EXHIBITS (These documents will be included with final adopted ordinance and are available for viewing in the Commissioners' office.)

- A Notice of Public Hearing (including Estimated Public Improvement Projects and Map)
- B-1 List of property owners mailed notice of public hearing
- B-2 List of businesses mailed notice of public hearing
- B-3 List of community based organizations mailed notice of public hearing
- C Estimated Public Improvement Projects

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D Whitman County RDA Boundaries
E Small Business and Low Income Impact Housing Assessment and
Mitigation Plan

11:15 a.m. - Mark Storey, Public Works Director.

Present: Joe Smillie.

Maintenance Division:

068292 1. A quote for snow plow blades was awarded to Rebuilding and Hardfacing, Inc., Colville, WA for \$16,318.00 through the small works roster process.

068293 2. Letters concerning award of the Henderson Mill Bridge project were received from Public Works.

11:20 a.m. - Recess.

11:30 a.m. - Sharron Cunningham, Administrative Services.

Present: Bev Divine, Brett Myers, Joe Reynolds, Kelli Campbell, Mark Storey, Pete Martin and Joe Smillie.

Excused: Fran Martin and Bob Lothspeich.

068294 The May 2008 financial report provided by Ms. Cunningham.

May 2008 Cash Balance - \$3,588,094

May 2007 Cash Balance - \$3,159,479

May 2008 Revenue - \$5,053,200 - 42.88% of budget.

May 2007 Revenue - \$5,094,420 - 38.81% of budget.

May 2008 Expenditures \$4,605,249 - 38.17% of budget.

May 2007 Expenditures \$4,532,409 - 34.33% of budget.

11:45 a.m. - Recess.

1:45 p.m. - Board Business Continued/BOCC Workshop.

Present: Mike Shelton (1:45 p.m.).

068294A 8. Washington Counties Insurance Fund (WCIF) general updates discussed. No action taken.

2:45 p.m. - Board Business/Executive Session.

Present: Gary and Valerie Hunt and Kelli Campbell (2:45 p.m.).

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D068294B 9. Commissioner Partch **moved** Commissioner Finch **seconded** the motion and it **carried** to go into executive session with the above individuals until 5:00 p.m. for negotiation matters.

5:00 p.m. - Return to Open Session/Recess.

D068294C THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, June 17, 2008 at 9:00 a.m.** Chairman Michael Largent, Greg Partch and G.R. Finch, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

9:00 a.m. - Meeting Reconvened/Board Business Continued/Executive Session.

Present: Denis Tracy (9:00 a.m.).

Commissioner Partch was unavailable for the morning portion of today's meeting.

D068294D 10. Commissioner Finch **moved** Commissioner Largent **seconded** the motion and it **carried** to go into executive session with the above individual until 9:30 a.m. for a potential zoning litigation matter.

9:20 a.m. - Return to Open Session/Board Business Continued/BOCC Workshop.

Present: Denis Tracy and Kristina Cooper (9:20 a.m.).

D068294E 11. The Prosecutor's staffing level discussed. No action taken.

9:30 a.m. - Recess.

2:00 p.m. - Board of Health.

Present: Fran Martin, Michael Baker, Cinnamon Brown, Erin Young and Jana Mathia.

D068294F 1. Director Martin introduced Erin Young, newly hired Public Health Office Assistant. The commissioners welcomed Erin to the county family. The Director updated the commissioners on the status of other vacancies, employee hours and summer help.

D068294G 2. Due to the recent Measles and Pertussis outbreaks the Department of Health is requiring local Health Departments to review their Infection Control policies to enhance what is already in place. One of the things Public Health is looking at is protecting all Public Health staff against Measles and Varicella. The recommendation is if you were born prior to 1957 you need to have a blood titer test that indicates

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immunity to Measles or Varicella. The concern about Varicella is once you have Chicken Pox the virus remains dormant and may appear some years later in the form of Shingles. Dr. Moody has recently written new policy requiring all current staff to be tested for titers. If they do not have titers, they will receive the vaccines to protect them. All costs will be borne by the Health Department at the cost of approximately \$200-\$250/employee without immunities and \$46.40/employee with immunities. Prospective new employees will have to show proof of immunizations.

This is already a requirement for many nursing and environmental health students before they enter school and may not be as big an issue as originally anticipated. The same is done for Hepatitis B. It is up to the employer to ensure employees receive their series of vaccines in a timely manner. Schools required those born after 1957 to be vaccinated against Measles. In addition to the usual required vaccines, schools are now requiring proof of Varicella vaccines.

Staff members always have the ability to sign a declaration that says they have been advised of the need to do this and choose not to do so for specific reasons. If there is an outbreak of one of these diseases, the employee understands they will have to be excluded from work through the unpaid or vacation leave process.

Public Health employees are currently being tested to determine what vaccines are needed.

Public Health Officer, Dr. Moody is currently promoting a Tetanus DTAP that includes a booster for Diphtheria or Whooping Cough due to the many recent cases. If an individual has not had a Tetanus shot in 5 years he is recommending this vaccine to boost immunity.

Dr. Moody is also considering the recommendation that all residents over the age of 60 should receive the Shingles vaccine. The problem with some vaccines is that they are not state-supplied for adults so Public Health must purchase the vaccine. Once the cost is determined, Ms. Martin will ask the Board of Health to revise the Public Health fee schedule for recovering the cost of the vaccine and some administrative fees.

D068294H 3. Michael Baker said service-wise Environmental Health is almost maintaining the same level of services as when John Skyles was still with the department. There has been an increase in on-site sewage requests. They are considering contracting with someone who is licensed with the State to sign off on the permits. In October, Mr. Baker will take the state test allowing him to sign the permits.

D068294I 4. Environmental Health just learned yesterday they are now authorized to test for West Nile Virus looking for mosquitoes in birds.

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The department is no longer able to submit whole dead birds to the state for testing, only a field swab.

D068294J 5. Cinnamon Brown and Mr. Baker have been working on getting the food inspection information into a database for more efficient management of the program. Ms. Brown is now performing unsupervised inspections. Environmental Health will meet the required 2 inspections per year as well as any follow-up inspections.

D068294K 6. Mr. Baker will meet with the State Department of Health for approval of a new Group B water system at McGregor's. Discussions are also underway with the State Department of Health and the Department of Ecology regarding a new development in the Pullman Airport area.

D068294L 7. Cinnamon Brown and Mr. Baker will meet with the car crushing contractor tomorrow to finalize the date for the Car Crushing Extravaganza.

068295 8. A Solid Waste brochure was distributed explaining what solid waste consists of and ways to reduce it; and,

068296 9. Information about the Car Crushing Extravaganza.

D068296A 10. Ms. Brown talked about the increase in vicious dog bites all occurring within city limits, all involving Pitt Bulls, none of the dogs were leashed and all incidents were unprovoked.

D068296B 11. The Director advised the Board one room in the Public Health Department was recently converted into a conference room/library.

D068296C 12. The next Board of Health meeting is July 15th.

Emergency Management Division:

D068296D 1. According to Ms. Martin the Military Department audited several Emergency Management grants last week including on-site equipment inspections. Everything was found to be in order. The Department has recently learned any equipment purchased with Homeland Security monies not only requires verification that a contractor has not been disbarred they must now also verify vendors they are purchasing from have not been disbarred. Emergency Management currently requires all contractors they do business with sign a disbarment certification form.

068297 2. Commissioner Finch **moved** Commissioner Partch **seconded** the motion and it **carried** to sign contract #E08-312 with the WA State Military Department and Whitman County for \$6,289. This funding will be used to address unique exercises, training, planning and management and emergency responder administrative needs.

D068297A 3. Emergency Management is conducting an audit of all equipment. Although this equipment has been transferred to different entities, Emergency Management is still responsible for tracking the equipment.

Emergency Communications Division:

D068297B 4. The Division is prioritizing issues that need to be done now. In addition, Ms. Martin will meet with representatives of the USDA next week to work on a rural grant for Emergency Communications/Emergency Management replacing radios used by all emergency entities countywide with the same type of pager/radio. It is hoped that these radio/pagers will provide better coverage. Field testing is currently in progress.

D068297C 5. The old ticket booth purchased 2 years prior has been turned into a communications vehicle. It can be pulled to any incident and is equipped with a variety of communications equipment. The conversion was funded by Homeland Security and Emergency Management.

2:50 p.m. - Adjournment.

D068297D Commissioner Finch **moved** to adjourn the **June 16 and 17, 2008** meeting. Motion **seconded** by Commissioner Partch and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **June 23, 2008**. The foregoing action made this **17th** day of **June 2008**.

ss/ GREG PARTCH, COMMISSIONER
ss/ G.R. FINCH, COMMISSIONER

MARIBETH BECKER, CMC
Clerk of the Board

MICHAEL LARGENT, CHAIRMAN
Board of County Commissioners