

Minutes for October 16, 2006

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065986 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **October 16, 2006** at **9:00 a.m.** G.R. Finch, Chairman, Greg Partch and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Mike Largent.

065987 1. Items discussed included Knowledge Corridor Economic Summit, WRIA 56 request, State Auditor representation letter, Coroner's request, effect of negotiations on non-represented employees, Prosecutor's salary request information and park fees. No action taken.

9:45 a.m. - Recess.

10:00 a.m. - Pledge of Allegiance.

Present: Bev Welch, Sharron Cunningham and Thinkh Nguyen.

D065987A 2. **Motion** by Commissioner Wigen to approve the consent agenda. Motion **seconded** by Commissioner Partch and **carried**.

065988 3. Claims/Payroll warrants numbered **195695-195731, 195757-195786, 196022-196202** and **196411-196428** for **\$969,372.67** approved.

FUND	FUND NAME	AMOUNT	AMOUNT	AMOUNT
001	Current Expense	44,409.00	46,892.40	73,694.43
102	Building & Development	1,229.20	1,229.20	38.89
103	Countywide Planning	1,196.40	2,326.80	65.79
104	Developmental Services			35,152.98
110	County Roads	16,120.80	16,120.80	374,476.32
118	Inmate Welfare			296.95
123	Paths & Trails			236.45
126	Treasurer's M&O			229.20
127	Drug Enforcement-Quad City	400.00	400.00	112.64
132	Auditor's Document Preservation			2,436.50
141	Washington Housing SHB 2060			468.69
300	Cap. Proj. Asset Acq.-300.010.001			1,734.51
400	Solid Waste	3,828.40	3,828.40	3,284.73
501	Equipment Rental & Revolving	4,994.80	4,994.80	65,294.44
510	Photocopier Revolving			1,114.69

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660	Whitcom-General-660.911.000			1,679.69
660	Whitcom-Grant Funding-660.911.001			51,144.15
690	Clearing Fund 690.002.000	162,023.74		

065989 4. October 9, 2006 minutes approved.

10:05 a.m. - Susan Nelson and Mike Largent.

065990-065994 5. Personnel board orders approved.

065995 6. Susan Nelson reviewed the Volunteer Employee Benefit Association (VEBA) (health reimbursement account) proposal for non-represented employees.

1. This currently applies to only non-represented employees enrolled in the Options Select, WCIP Value or WCIP Budget PPO plans.
2. The VEBA amount for each of these plans shall equal the \$615.00 cap minus the combined "employee only" cost of medical, dental, vision and group life.
3. Employees may elect to apply the funds, which would otherwise be placed in a VEBA, toward the cost of dependent coverage.

If approved, Ms. Nelson wondered if the Board would like to make this program available to other taxing districts that obtain their medical benefits through Whitman County (Library, Council on Aging, Hospital District #2 and Colfax Cemetery District) provided the districts accept Whitman County's limitations.

Anything between the \$615.00 cap and the medical plan chosen by the employee would go into the VEBA account that the employee would have access to for reimbursement of over-the-counter medications, prescription co-pays, and many other items. The contribution would be paid for by the taxing districts. Some items not eligible for reimbursement include cosmetics, face-lifts, hair transplants.

When an employee retires or otherwise leaves Whitman County's employment, the VEBA funds can 1) be paid to the employee, 2) remain in the VEBA account and used in the same manner as when the individual was employed or 3) the funds could be used to pay a retiree's medical premiums. The cost for administration of the program is deducted from the employee's VEBA account.

Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to provide the VEBA program to non-represented employees and other taxing districts that obtain their medical benefits through Whitman County (Library, Council on Aging, Hospital District #2 and Colfax Cemetery District) as of January 1, 2007.

065996 7. Commissioner Wigen **moved**, Commissioner Partch **seconded** the motion and it **carried** to appoint Heather Guichard to a one-year term on the

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Solid Waste Advisory Committee representing WSU Environmental Science Club. Ms. Guichard's term will expire 05/31/07.

10:10 a.m. - Bev Welch.

065997 8. Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to approve the annually required State Auditor management representation letter for the 2005 audit as presented by Ms. Welch.

065998 9. A listing of licensees whose licenses will expire January 31, 2007 was received from the Washington State Liquor Control Board.

065999 10. The Department of Fish & Wildlife wrote requesting nominees to serve on the newly formed Wolf Conservation and Management citizens' workgroup. The commissioners declined nominating anyone for the committee.

066000 11. Notification was received from TransCanada Gas Pipeline Company advising the commissioners their organization will be inspecting their gas transmission lines between the Canadian/US border in Idaho and Sunriver in Oregon. A portion of the line runs through Whitman County.

D066000A 12. Commissioners' pending list reviewed.

10:25 a.m. - Recess.

11:00 a.m. - Dane Dunford, Public Works Director.

Present: Mark Storey, Mike Largent and Thinkh Nguyen.

ACTION ITEMS

Engineering Division:

066001 1. Commissioner Wigen **moved**, Commissioner Partch **seconded** the motion and it **carried** that the resolution of intent to vacate and directive to county engineer for report regarding Squaw Canyon Road be signed as presented.

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON**

In the Matter of the Intent to)	
Vacate and abandon County Road)	RESOLUTION No. <u>066001</u>
No. 3670, the Squaw Canyon Road,)	
Located in Sections 6 and 7,)	INTENT TO VACATE AND
Township 20 North, Range 43 East,)	DIRECTIVE TO COUNTY
W.M., in Whitman County, WA)	ENGINEER FOR REPORT

WHEREAS, the Whitman County Board of County Commissioners has received a Petition, for the Vacation and Abandonment of a County Road from the

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majority of the abutting property owners and the appropriate cash deposit of \$1,000.00, said petition being filed at the Office of the Whitman County Engineer, for County Road No. 3670, the Squaw Canyon Road, from the intersection of the Squaw Road at milepost 0.00 to milepost 0.44, located in the SE ¼ of Section 6 and the NE ¼ of Section 7, Township 20 North, Range 43 East, W.M., in Whitman County, Washington, and known as County Road No. 3670, the Squaw Canyon Road, from milepost 0.00 to milepost 0.44.

WHEREAS, pursuant to RCW 36.87.040, before a final decision can be reached on said vacation, the Whitman County Engineer shall investigate and prepare a report on the proposed vacation.

NOW, THEREFORE, BE IT RESOLVED that County Road No. 3670, the Squaw Canyon Road, from milepost 0.00 to milepost 0.44, is preliminarily found to be of no use to Whitman County and that the vacation of said road may be in the best interest of Whitman County.

IT IS FURTHER RESOLVED that pursuant to RCW 36.87.040 the Whitman County Engineer shall investigate and prepare a report on the issue of vacating said County Road No. 3670, the Squaw Canyon Road, from milepost 0.00 to milepost 0.44 or any portion thereof now existing.

IT IS FURTHER RESOLVED that this resolution be entered upon the minutes of this Board.

DATED at Colfax, Washington, this 16th day of October 2006.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

G.R. Finch, Chairman

Greg Partch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

066002 **2.** Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to publish the notice of hearing regarding Squaw Canyon Road.

066003 **3.** Pursuant to County Code regarding delegation of purchase orders, claims and payroll responsibilities, an authorization form was received from the Public Works department, signed by the Board and forwarded to the Auditor's office. **Motion** by Commissioner Partch **seconded** by

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Commissioner Finch and **carried** that the letter of authority for Public Works, effective November 1, 2006, be signed as presented.

Engineering Division:

D066003B 4. Engineer Storey said the Almota Road project is coming along at full progress. October 25th is tentatively scheduled for paving the road.

Maintenance Division:

D066003C 5. Director Dunford noted the crews would be hauling rock, preparing for the winter season and performing general maintenance work.

Administration Division:

D066003D 6. Dane said it has truly been an honor to serve the board for the better part of 10 years as Public Works Director. It has been a great career for him and he appreciated all the faith and kindness the board has shown him over the years. The commissioners individually expressed their appreciation to Dane.

066004 7. Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to sign a resolution appointing Mark Storey Public Works Director as of November 1, 2006.

RESOLUTION NO. 066004

BEFORE THE BOARD OF COUNTY COMMISSIONERS of Whitman County, Washington, in the matter of designating a Public Works Director.

IT IS HEREBY RESOLVED that Mark Storey be and hereby is appointed as the Public Works Director/County Engineer as of November 1, 2006.

ADOPTED this 16th day of October 2006.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

G.R. Finch, Chairman

Greg Partch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

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

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Present: Bev Welch, Joe Reynolds, Janet Schmidt, Doug Robinson, Fran Martin, Tim Myers, Denis Tracy, Dane Dunford, Bob Lothspeich, Peggy Wright, Thinkh Nguyen and Mike Largent.

The following individuals contacted the Clerk of the Board regarding their absence from today's meeting: Eunice Coker, Kelli Campbell,

066005 The September 2006 ending financial report provided by Ms. Cunningham.

September 2006 Cash Balance - \$1,355,394
September 2005 Cash Balance - \$ 746,767

September 2006 Revenue - \$7,249,555 - 62.66% of budget.
September 2005 Revenue - \$6,254,821 - 62.39% of budget.

September 2006 Expenditures \$7,718,936 - 67.88% of budget.
September 2005 Expenditures \$6,961,227 - 68.53% of budget.

12:00 p.m. - Recess.

1:30 p.m. - Board Business Continued/BOCC Workshop.

Present: Bev Welch and Sharron Cunningham.

D066005A 13. A contract with Dingus, Zarecor & Associates discussed. No action taken.

2:00 p.m. - Recess.

2:55 p.m. - Bev Welch, Information Service Director/Finance Manager.

Present: Sharron Cunningham.

066006 Ms. Welch presented a contract with Dingus, Zarecor & Associates PLLC to perform some accounting work for Whitman County. Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to approve the contract not exceeding \$10,000.

3:00 p.m. - Mike Berney, Palouse River Counseling Center (PRCC)/Greater Columbia Behavioral Health (GCBH).

Present: Bob Ingalls.

066007 1. Mr. Berney commented there are adjustments that need to be made to the GCBH budget to reflect activity not anticipated when the budget was constructed. This is due primarily to additional expectations by the Division of Mental Health and additional funding (i.e. Inpatient).

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Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to vote in favor of the supplemental budget request.

066008 2. A list of the contracts passed at the September Board meeting and a summary of the types of contracts GCBH has was provided to the commissioners.

D066008A 3. Approval of 2 new and/or revised GCBH policies was explained by Mr. Berney. The Out of Network (OON) Referrals policy has been on the GCBH agenda previously but was not voted on due to some concerns. The policy has been reworked to include a clear statement of whom it applies to (Medicaid people) and an appeal process to the Board of Directors Executive Committee was added. The second policy relates to disaster recovery and business continuity planning. This policy is required by a number of Federal laws and is a contract deliverable by the end of this month. Commissioner Wigen **moved**, Commissioner Partch **seconded** the motion and it **carried** to accept the recommendation for policy changes.

D066008B 4. For many years the psychiatric inpatient usage in Benton and Franklin Counties, as measured by bed days used per 1,000 of population, has been much higher than anywhere else within Greater Columbia. This much higher than average usage impacts the other GCBH Counties and it is almost certain that this impact will be increasing. A draft resolution that sets a timeline to implement "Phase 3" of the GCBH Inpatient Savings model has been drawn up and approval recommended by the Funding and Fiscal Operations Committee. If passed as recommended, "Phase 3" would go into effect July 1, 2007. Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** voting to support the "Phase 3" resolution drawn up by the committee.

D066008C 5. As part of the legislation funding temporary new capacities at the State hospitals, there was also funding for "Programs for Assertive Community Teams" (PACT) (outreach). GCBH has been allocated funding for one full team in this round. The current thinking is this team would focus its efforts in Benton and Franklin Counties. The draft process for selecting a contractor for this work was very concerning to Mr. Berney. He felt the rest of GCBH should be much more involved in the selection process since a failure in this effort will impact the entire RSN.

066009 6. A small amount of special funding was provided for some specific jail services (evaluations, Medicaid application completed while in jail). A report on the activity of this program throughout GCBH was provided. Bob Ingalls thought this was a good program and it encourages inmates to continue in the services after they are released.

D066009A 7. Mr. Berney noted there was nothing new to report at this time on the recruitment of a new GCBH Director.

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D066009B 8. After reviewing the letter the commissioners received from the Division of Alcohol and Substance Abuse for treatment expansion dollars, Mr. Berney indicated it does not affect Whitman County.

D066009C 9. The GCBH independent audit is now complete. The GCBH board will accept it tomorrow and copies will be distributed to the member counties.

3:35 p.m. - Recess.

D066009D THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **October 17, 2006** at **2:00 p.m.** Greg Partch and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended. Chairman Finch is attending a meeting in Pullman.

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

Present: Fran Martin, John Skyles and Michael Baker.

D066009E 1. John Skyles reported on the flurry of building activity Environmental Health has been involved with.

D066009F 2. Joe Kline was hired as the department's new Environmental Health Specialist with much prior experience. Michael Baker noted Mr. Kline is also a certified ServSafe instructor.

D066009G 3. Fran Martin mentioned as of last week the Prosecutor was sending a final notice to a property owner in Thornton regarding a solid waste issue.

D066009H 4. In response to an inquiry by Commissioner Partch, John Skyles stated the county has approved Gary Kopf's inert fill application, but they are still waiting for DOE's concurrence.

D066009I 5. Michael Baker spoke about the Influenza Pandemic grant. For this grant cycle the department has \$6,000 until the end of the year and \$20,000 for 2007; He will be attending 2 workshops in Spokane, gathering volunteers for the program, developing volunteer training and a newsletter to keep the volunteers up-to-date while there are no incidents. He would like representation from each community and will provide literature for the commissioners to distribute to possible volunteers.

D066009J 6. Mr. Skyles reported the Department of Ecology (DOE) inspected the county's household hazardous waste facility at the Transfer Station today.

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D066009K 7. The county is still not in receipt of the 2006 transfer station permit from DOE.

D066009M 9. According to John and Mike, the Rosalia Bike rally went off without a hitch. Environmental Health's involvement included 30+ food vendors, hand-washing stations and port-a-potties.

D066009N 10. The Director stated the county has received 800 of the 1500 requested flu vaccine doses. A clinic will be held October 24th in Pullman and October 25th in Colfax. Vaccines will be handled on a first come first served basis. The state is providing a small amount of vaccines for children only. The vaccine is charged at a fee for service rate of \$15.00 except for state provided vaccines. The department also accepts Medicare and medical coupons.

D066009O 11. Since Public Health has now purchased software and equipment they will bill the Secretary of State's office \$11,000 towards the Records Retention grant. The equipment will be installed October 31st. Once they are proficient with scanning/indexing birth/death certificates they will branch over to Environmental Health documents.

D066009P 12. Ms. Martin advised the Board that the Vital Records Specialist in her department has been quite ill and won't be able to work for some time. Therefore, she plans to hire a temporary employee for the vital records portion of this position a couple hours each day. The Specialist's fiscal duties have been disbursed among the other fiscal staff members.

D066009Q 13. The Director reported on the recent meningococcal meningitis case at WSU. Public Health is waiting the strain typing results from the state lab and assisting WSU with the contact process.

D066009R 14. The Clerk asked the Environmental Health staff to review Title 8 of the Code for possible revisions.

D066009S 15. The next Board of Health meeting is November 20th at 3 p.m.

2:35 p.m. - Adjournment.

D066009T Commissioner Partch **moved** to adjourn the **October 16 and 17, 2006** meeting. Motion **seconded** by Commissioner Wigen and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **October 23, 2006**. The foregoing action made this **17th** day of **October 2006**.

ss/ Greg PARTCH, Commissioner
ss/ LES WIGEN, Commissioner

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Clerk of the Board

Board of County Commissioners