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**ISLAND COUNTY COMMISSIONERS' WORK SESSION SCHEDULE
FEBRUARY**

REGULAR WORK SESSION
1st WEDNESDAY, FEBRUARY 3, 2010

9:00 a.m. Public Works
10:00 a.m. General Services Administration
10:15 a.m. Law & Justice
10:45 a.m. Human Services
11:00 a.m. Health Department

NOON BREAK

1:00 p.m. Department of Emergency Management
1:15 p.m. Treasurer
1:30 p.m. Budget Director

2:00 p.m. Chairman's Agenda:

Marine Resource Committee- quarterly update

The Board of County Commissioners meets in Work Session routinely on the first three Wednesdays of each month (unless otherwise scheduled). Work Sessions are held in the Annex Building, Commissioners' Hearing Room, #B102, 1 NE 6th Street, Coupeville, Wa.

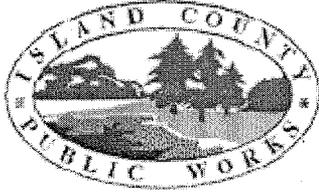
Work sessions are public meetings which provide an opportunity in an informal workshop format for the Board to review in detail ongoing issues with individual departments and elected officials. This time also is used for the Board to meet with other agencies, committees and groups to discuss specific topics of mutual interest. Items are typically first reviewed at Work Session before being scheduled on the agenda for the Board's regular business meetings held on Mondays.

Times for each department are approximate. Due to time constraints, a time slot scheduled for a specific department may be revised (earlier or later) as the Work Session progresses. Because of the workshop format and time sensitivity of certain items, topics may be discussed that are not included on a department's agenda.

Persons requiring auxiliary aids/services should call Island County Human Resources at 360 – 679-7372, 629-4522 Ext. 7372, or 321-5111 Ext. 7372 – at least 24 hours prior to the meeting.

BOCC:pd

cc: Elected Officials
Appointed Department Heads
Press



**ISLAND COUNTY PUBLIC WORKS
COMMISSIONERS AGENDA
~ WORK SESSION ~
February 3, 2010 @ 9:00 a.m.**

*Bill Oakes, Director/County Engineer
Steven P. Marx, Assistant Director
Randall C. Brackett, Assistant County Engineer*

County Commissioners: *Helen Price Johnson, Chair
Angie Homola, Member
John Dean, Member*

Staff: *Pam Dill*

Public Works Staff Present:

Others Present:

I. Roads

A. Subject: Local Agency Agreement Re: Glendale Road Stream Restoration & Road and Streambed Stabilization with Natural Systems Design
Attachments: Draft Agreement
Proposed Action: Discussion –
Action:

II. Solid Waste

A. Subject: General Services Contract: HWA Geosciences, Inc.; Continue Voluntary Cleanup Program at Freeland Site
Attachments: Memo of Recommendation
Proposed Action: Discussion –
Action:

B. Subject: Bid Recommendation: Yard Waste Composting—Camano; Lenz Enterprises of Stanwood
Attachments: Draft Memo of Recommendation
Proposed Action: Discussion –
Action:

C. Subject: Washington State Coordinated Prevention Grant: Hazardous Waste Collection & Disposal
Attachments: Draft Coordinated Prevention Grant Agreement
Proposed Action: Discussion –
Action:

D. Subject: Message of Appreciation to John Dean from Corine Hieb (Camano)
Attachments: To be Distributed at Work Session
Proposed Action: Discussion –
Action:

**ISLAND COUNTY PUBLIC WORKS
COMMISSIONERS AGENDA
~ WORK SESSION ~
February 3, 2010 @ 9:00 a.m.**

III. Public Works

A. Subject: Parks: CIP Projects – Rhododendron Park
Attachments: None – Discussion Only
Proposed Action: Discussion –
Action:

B. Subject: Parks: MOU (Memorandum of Understanding) with WCLT
(Whidbey/Camano Land Trust)
Attachments: MOU between Island County & WCLT
Proposed Action: Discussion –
Action:



ISLAND COUNTY
GENERAL SERVICES ADMINISTRATION

Betty J. Kemp, Director x7378

GSA WORK SESSION AGENDA
Feb 03, 2010

Island County Fair

Subject: Interagency Agreement Number K309 between Island County and Washington State Department of Agriculture, Fairs Program.

Description: Provides special assistance grant funding in the amount of \$21,138 for improvements to and maintenance of Island County Fair's capital facilities; specifically, completion of the new entry plaza ticket booth.

Attachment: Yes

Proposed Action: Approval to move forward to Monday February 8, 2010 meeting.

Burn Permit Program

Subject: Discuss status of Island County Burn Permit Program.

Attachments: None

Proposed Action: Discussion



OFFICE OF ISLAND COUNTY CLERK

Patricia Terry
Clerk of Superior Court

PO Box 5000
Coupeville, WA 98239

360-678-7359

Work Session Topic I

Issue:

It has come to my attention that several of my employees are carrying significant comp. time on the books. One employee has been allowed to accrue nearly 300 hours over an indeterminate length of time.

Discussion:

With the reduced work week and increased productivity demands, it would significantly jeopardize my office's ability to conduct its work if employees seek to recoup this time back as days off. This is especially true for one employee.

Short Term Solution:

Rather than risk a significant reduction in productivity, it appears that wiping the slate clean by paying the comp. time for all employees is the best solution. This option has been reviewed by with the Budget Director. The cost will be **\$6,362.71, including PERS, \$7,126.24**. Every effort will be made to reduce budget expenditures in other areas to make up for this cost. Should this not be possible, this request also seeks assurance from BICC that a budget adjustment will be made at the end of 2010.

Long Tern Solution:

Staff has already been informed that all comp. time must be pre-approved. If staff are unavoidable delayed, such as being in a courtroom session that runs long, their schedules will be flexed so the time can be taken back within 5 working days. The goal is that large accruals will no longer occur.

Work Session Topic II

Issue:

The County Clerks Association of Washington is sending a team of their members to perform a performance audit. They are also coming one day early to help catch up our backlog of docketing. The association is meeting all costs with one exception. Ms. Fawn Opp, a former County Clerk and former employee of AOC, is coming as well. Her hourly salary will be paid by the Clerk's Association, but her hotel and meals will not.

Discussion:

This is a wonderful opportunity for my staff to have the input of those who have faced similar challenges, work week reductions and staff reductions. Such a service would cost thousands of dollars if contracted privately. The estimated cost of providing lodging is \$80/night (x2) and meals in accord with Federal Guidelines. Total cost not expected to exceed \$300.

Request:

Approval of this expenditure.



Sheriff Mark C. Brown

Post Office Box 5000

Coupeville, WA 98239-5000

360-678-4422, 629-4523 x7310, 321-5113 x7310

Fax 360-679-7371 MarkB@co.island.wa.us

Island County Sheriff's Office

STAFF SESSION

February 3, 2010

SHERIFF

Equitable Sharing Agreement and Annual Certification Report between the Island County Sheriff's Office and Department of Justice.

Sheriff Brown update on crime in Island County.

HUMAN SERVICES
Work Session Agenda
February 3, 2010

Housing:

- | | |
|------------------|--|
| 1. Subject: | Department of Commerce Homeless Grant Assistance
Fund Amendment |
| Description: | Contract Number 08-46108-S02 |
| Attachment: | Yes |
| Proposed Action: | Adoption by BICC. |
| 2. Subject | Department of Commerce |
| Description | Reorganization |
| Attachment: | none |
| Proposed Action: | Discussion |

Jail Transition:

- | | |
|------------------|---|
| 3. Subject: | North Sound Mental Health Administration on-site-review |
| Description: | Jail Services Audit |
| Attachment: | Yes |
| Proposed Action: | Discussion |
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ISLAND COUNTY HEALTH DEPARTMENT

MEMORANDUM

January 26, 2010

TO: Helen Price Johnson, Chair
Board of County Commissioners

CC: Board of Health

FROM: Keith Higman
Health Services Director

SUBJ.: Health Department Work Session – Wednesday, February 3, 2010

Note: The first Health Department Work Session of the month is designated for informal discussion of Board of Health matters.

Administration

1. Subject: Children's Commission – Proposed By-Law Changes
Description: Proposed changes include addition/clarification of 'youth' member with a one (1) year term; proposed elimination of three 'at-large representatives' on the Executive Committee and in Officer group; and, proposed changes to officer terms
Attachment: No
Proposed Action: Discussion and approval to move forward with the process to make updates to Island County code where needed

Environmental Health

2. Subject: Contract - WA Department of Ecology – Coordinated Prevention Grant (CPG)
Description: Contract No. G1000416 continues funding support for responding to solid waste complaints, solid waste enforcement efforts and inspection of solid waste handling facilities
Attachment: Yes
Proposed Action: Move forward for BICC & BOH signature following legal and risk review

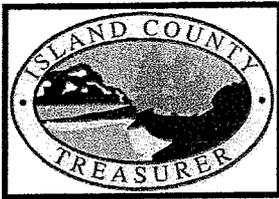
Nursing Services

3. Subject: Purchase Order-Voucher – No. 8961
Description: Issued to Pacific Rim Health Consulting to provide STARS continuing education classes (3 classes in March 2010 and 2 classes in May 2010)
Attachment: Yes
Proposed Action: Move forward for BICC signature following risk review
4. Subject: Contract – Snohomish Health District – Region 3 AIDS Service Network 2010
Description: Contract No. HD-03-10 provides continued funding for the 2010 HIV/AIDS Program in Island County
Attachment: Yes
Proposed Action: Move forward for BICC & BOH signature following legal and risk review
5. Subject: Contract Amendment – Compass Health – HIV/AIDS Medical Case Management
Description: Contract No. HD-05-08, Amendment No. 1 funds HIV/AIDS medical case management services which were provided 3/31/09 to 10/31/09.
Attachment: Yes
Proposed Action: Move forward for BICC & BOH signature following legal and risk review

Assessment - No agenda items

**DEPARTMENT OF EMERGENCY MANAGEMENT
WORK SESSION
FEBRUARY 3, 2010**

- Amendment to K-455-CCP Citizens Corps grant extending the grant from 28 Fe.2010 to 31 Oct. 2010.
- Support for transition from Island County Sheriff's Office to Board of County Commissioners



TREASURER'S OFFICE WORK SESSION AGENDA

February 3, 2010

1. Bond Refunding
 - 1.1 Conference Call with Jack McLaughlin, DA Davidson
 - 1.2 Action Requested: Approval of expenditure for bond rating to proceed with bond refunding.

Attachment: DA Davidson packet with preliminary bond refunding data.

**BUDGET DIRECTOR
WORK SESSION
FEBRUARY 3, 2010**

- (1) **Subject:** **Northwest Workforce Development Council Applicants**
Description: The press release was for the K-12 Local Education and the Private/Business positions which have expired. Only one application was received and that was from Shannon Eshnaur who requested reappointment. His reappointment is supported by the Northwest Workforce Council. No applications were received for the K-12 Local Education position.
Attachment: Yes
Proposed Action:
- (2) **Subject:** **Housing Advisory Board applicants**
Description: There are currently three openings on the Affordable Housing Advisory Board. One must be a member of and represent the Island County Housing Authority. The other two should come from “the Affordable housing construction industry, commercial real estate financing, property management companies or agencies who serve low income household.” There is just one applicant for this opening.
Attachment: Yes
Proposed Action:
- (3) **Subject:** **Formation of citizens committee regarding future revenue ideas for the County**
Description:
Attachment:
Proposed Action: