

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING
AUGUST 24, 2009 – REGULAR SESSION**

The Board of Island County Commissioners convened in Regular Session at 11:00 a.m. on August 24, 2009 for a Roundtable with Elected Officials and Appointed Department Heads, held in the Board of County Commissioners Hearing Room, Annex Building, 1 NE 6th Street, Coupeville, Washington. Other topics for the Regular Session followed at 2:00 p.m. as shown on the agenda. John Dean, Chairman and Helen Price Johnson, Member were present.

**ROUNDTABLE WITH ISLAND COUNTY
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS**

Elected Officials and Appointed Department Heads Attending:

Greg Banks – <i>Excused</i>	Jackie Henderson – <i>Excused</i>	Bill Oakes (<i>Randy Brackett in Bill's stead</i>)
Robert Bishop – <i>Excused</i>	Keith Higman – <i>Excused</i>	Bob Pederson
Mark Brown	Angie Homola – <i>Excused</i>	Helen Price Johnson
Cathy Caryl	Betty Kemp	Linda Riffe
Sheilah Crider - <i>Excused</i>	Larry Larson	Dan Sherk
John Dean	Elaine Marlow	
Judy Feldman	Dave Mattens	
Sharon Franzen – <i>Excused</i>	Mike Merringer	

PRESENTATION - EMPLOYEE ASSISTANCE PROGRAM

Kerry Fitzgibbon with Magellan Health Services provided an overview of the Employee Assistance Program, a service provided by the County to its employees, via a Power Point presentation. Mr. Fitzgibbon touched on the program's objectives, its benefits to not only employees but spouses as well, and the available services within the program. Elected Officials and Department Heads were encouraged to inform their staff of the availability of the program and to contact Mr. Larson for any additional questions.

RISK POOL TRAINING

Ms. Kemp talked about the certified training that will be provided by the Risk Pool concerning responses to public records requests. Two days, five sessions each, will be available for certification and Ms. Kemp will provide the dates once those are known. Mr. Banks will provide on-site training as well on Tuesday, September 22.

DISCUSSION OF THE BUDGET PROCESS

Commissioner Price Johnson provided a Power Point presentation "Changing the Conversation" as it concerned the upcoming budget process.

- Budget focuses on dollars - the expected availability of resources
- This year the County cut \$2 million from its budget twice
- Most departments are challenged to deliver services with much less
- The cost to employee morale has been significant
- The County is restricted in its ability to expand revenues
- The conversation can be expanded as to how to address plans for 2010

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Budgeting Process

- Set County-wide priorities
- Revenue assumptions defined
- Cost increases identified
- Departmental meetings
- Annual budget adoption

Traditional Budgeting

- Line-by-line allocation
- Revenue driven
- Defined by scarcity
- Measures = Revenues - Expenditures

Commissioner Price Johnson asked, what would happen if we focused on what can be done rather than what cannot be done?

Program Budgeting

- Defined by desired outcomes
- Program based
- Goal driven
- Measures = Progress toward goals

The most powerful tool is the budget

- It communicates priorities
- It allocates resources
- It defines programs

Defining the desired outcomes in collaboration with Elected Officials and Department Heads provides for a shared vision and a means to measure success.

Suggested Program Budget Process

- Set County-wide priorities
- Revenue assumptions defined
- Cost increases identified
- Departmental goal setting
- Annual budget adoption
- Midyear progress assessment

Commissioner Price Johnson concluded her presentation by saying that the Board values collaboration, innovation, and communication. She suggested that Elected Officials and Department Heads measure what they wish to achieve.

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ROUNDTABLE

Human Resources

Mr. Larson will send out a copy of the policy on workplace and ethics with the final revisions for review and approval.

Superior/Juvenile Court

Mr. Merringer reported that the State has asked for another 2-5% supplemental reduction for fiscal year 2010. A probation counselor position will be open in about a month.

Treasurer

Ms. Riffe reminded the assembly to have staff make sure, when submitting checks for deposit, that the checks contain specific pieces of information as some are being returned. Staff is asked to make sure that the amount of money being accepted matches what should be received and that the check is filled out properly.

Roundtable adjourned at 12:06 p.m. The next Roundtable is scheduled for September 28, 2009 at 11:00 a.m.

The Board of Island County Commissioners (including Diking Improvement District #4) met at 2:00 p.m. to consider items contained on the agenda. The meeting began with the Pledge of Allegiance.

CONSENT AGENDA

By unanimous motion the Board approved the Consent Agenda as follows:

ELECTRONIC FUND TRANSFERS, VOUCHERS, PAYMENT OF BILLS

Vouchers (War) #s 317493–317738	\$630,421.38
Electronic Fund Transfers.....	\$2,291.83

CONSERVATION FUTURES

Agricultural Conservation Easement Deed – Ebey’s Reserve Farmland Phase II – Purdue; Amount: \$110,000.00 (RM-GSA-09-0346)

Purdue Conservation Easement Baseline Documentation Report to provide an accurate record of the condition of the Purdue property at the time of recording of the Agricultural Conservation Easement Deed for the property known as Ebey’s Reserve Farmland Phase II

EXTENSION SERVICES

Interagency Agreement with WA State Department of Agriculture to fund control of Spartina in the intertidal zone of Island County. Contract No. K212; Amount: \$100,000 (RM-WSU-09-0291)

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Project Services Agreement with Sarah Schmidt, dba Terrafilia, for the Island County Marine Resources Committee's Cornet Bay Restoration Project and the Marine Stewardship Signage Project; Amount: \$7,000 (RM-WSU-09-0277)

HUMAN RESOURCES

Personnel Action Authorizations

<u>Department</u>	<u>PAA #</u>	<u>Description</u>	<u>Position #</u>	<u>Action</u>	<u>Eff. Date</u>
Human Services	082/09	Transitional Housing Coordinator	2808.13	Replacement Position (Gillian Haws)	09/10/09
Human Services	083/09	School Based Mental Health Counselor	2408.17	Replacement Position (Andrew Neff)	08/28/09
Juvenile Court Svcs	084/09	Juvenile Probation Counselor	1402.02	Replacement Position (Sarah Parker)	09/08/09

HUMAN SERVICES

Amendment No. 4 to Contract with WA State Department of Social and Health Services/Division of Alcohol and Substance Abuse (DASA) changing language within the existing Exhibit A-4 – Awards and Revenue. Contract No. 0763-20291-04; Amendment Amount: \$1,179,120 (RM-HS-09-0356)

Contract with Big Brothers/Big Sisters of Island County – Substance Abuse Prevention Services. Provides funding for Children's Transition Initiative (CTI) program in Island County. Contract No. HS-14-09; Contract Amount: \$6,500 (RM-HS-09-0315)

JUVENILE/SUPERIOR COURT

Interagency Agreement with WA State Administrative Office of the Courts for Becca Bill funding for programs and services. Contract No. IAA10170; Amount \$251,100 (RM-JUV-09-0352)

PUBLIC HEALTH

Contract with WA State Department of Social and Health Services – Medicaid Administrative Match. Continues contract to receive Medicaid Administrative Match for qualifying activities. Contract No. 0963-53329; Contract Amount: Fee for Service (RM-HLTH-09-0358)

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PUBLIC WORKS

County Roads

Escrow Agreement – 2009 Whidbey Island Overlays, CRP 09-02, Work Order No. 461; Krieg Construction, Inc., (Contract/Bond signed 8/17/2009).

Retaining Wall & Slope Easement – Mavis M. Parillo; Frostad Road Improvements; CRP 96-06B, Work Order No. 209; Lot 8, Block 16, Division No. 9; Plat of Dugualla Bay Heights. (RM-PW-08-0209) (PW-0820-120)

Temporary Construction Easement – Aaron M. Cooper; Frostad Road Improvements; CRP 96-06B, Work Order No. 209; Parcel 350-4160; Sec. 18, Twp 33N, R 2E. (RM-PW-09-0095) (PW-0920-30)

Drainage

Bid Award – Sunset Drive Culvert Replacement; CDP 07-01, Work Order No. 399; Award to C. Johnson Construction, Inc.

TOURISM PROMOTION

Amendment No. 2 to Tourism Promotion Agreement between Island County, City of Oak Harbor, City of Langley and Town of Coupeville; this amendment reduces the City of Oak Harbor's contribution to \$20,000 rather than a percentage of the lodging tax revenues generated in Oak Harbor (RM-BOCC-09-0343)

LIQUOR LICENSES

Application for Special Occasion Liquor License No. 092248 by the Camano Animal Shelter Association for a special occasion to be held October 3, 2009 from 5:30 p.m. to 11:00 p.m. at the Camano Senior and Community Center, 606 Arrowhead Rd., Camano Island

Letter Request for 20-day Extension for Approval of Application for Special Occasion Liquor License No. 092361 by Friends of Friends Medical Support Fund for a special occasion to be held on October 3, 2009 from 7:00 p.m. to 10:30 p.m. at Freeland Hall, 1515 Shoreview Dr., Freeland.

REGULAR AGENDA

Public Defense

**ORDINANCE NO. C-100-09 RELATING TO THE ADOPTION OF STANDARDS
FOR PUBLIC DEFENSE IN ISLAND COUNTY**

Proposed Ordinance C-100-09 would update the County's standards for public defense for use by the Superior & District Courts.

Mr. Merringer remarked that the process has been a complicated one in order to identify and address necessary standards. He appreciated the Board's patience with the process. The

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ordinance is pursuant to statute and places the County back in good grace with the Office of Public Defense in reference to receiving the annual grant. He urged the Board to adopt the ordinance.

Commissioner Price Johnson moved to approve Ordinance C-100-09 Relating to Adoption of Standards for Public Defense in Island County. She relayed her appreciation to Mr. Merringer for his work in helping her to understand the standards. The only piece of concern to her was setting a direct numerical number to the caseloads; however, as she reviewed documents from other counties as well as some history on the subject, and with the change of words from *shall* to *should*, she believes the necessary leeway was provided. It is important to make sure, she said, that high standards exist for public defense and that indigent citizens are properly represented.

Seconded by Chairman Dean, motion carried. (*Ordinance on file with the Clerk of the Board*)

**AMENDMENT NO. 1 TO CONTRACT FOR PROVISION OF LEGAL PUBLIC
DEFENSE SERVICES WITH THOMAS C. PACHER**

The amendment includes additional services and a three-year extension to Mr. Pacher's contract.

In Commissioner Homola's absence Chairman Dean recommended that the contract amendment be tabled to Work Session (September 2, 2009) to provide her an opportunity for comment. Because additional questions and concerns were raised he believes it important to take the time to first address those issues.

Commissioner Price Johnson did not object to Chairman Dean's suggestion to table the item because she, as well, has questions to ask. The Commissioner wanted it known that in no way is the decision to table the contract amendment any reflection on Mr. Pacher or the services his firm provides. It is just important that the Board provide the matter due diligence.

The Board agreed to table the contract amendment for further discussion at the September 2 Work Session. Mr. Mason, who is on vacation, will return early in order to help research and respond to the questions presented.

PUBLIC HEARINGS

Public Works - County Roads

FRANCHISE # 347 – MAXWELTON BEACH WATER SYSTEM GROUP

At 2:15 p.m. Chairman Dean opened a public hearing to consider Franchise # 347 with the Maxwellton Beach Water System Group.

Randy Brackett, Assistant County Engineer, said that the Maxwellton Beach Water Group is proposing a franchise for an existing distribution system located along a portion of Maxwellton Road in Sec. 5, Twp 29N, R3E on Whidbey. Staff recommended approval.

Commissioner Price Johnson indicated that she does have property along this stretch of road; however, she is not a member of the Maxwellton Beach Water System.

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Chairman Dean opened the floor to public comment and there being none, public comment was closed.

By unanimous motion the Board approved Franchise # 347 with the Maxwellton Beach Water System Group. (RM-PW-09-0248) (PW-0920-113)

FRANCHISE # 371 WITH DAVID L. & CAROL L. MOE

A public hearing was opened by the Chairman to consider Franchise # 371 with David and Carol Moe, a new franchise for a sewer transport/collection system.

Mr. Brackett indicated that the improvements are located primarily on Beachwood Drive and Ravenridge Drive in the Plat of Harbor Sands, Division No. 1, Sec. 2, Twp 29N, R 2 E. Mr. and Mrs. Moe are proposing a four-sewer main service that would supply their existing residence and a lot they own in addition to that nearby. Staff recommended approval.

Chairman Dean opened the floor to public comment and there being none, public was closed.

By unanimous motion the Board approved Franchise # 371 with David and Carol Moe. (RM-PW-09-0249) (PW-0920-114)

COMMISSIONERS COMMENTS & ANNOUNCEMENTS

Chairman Dean

- *Maple Grove*

The Chairman, Sheriff and Mr. Oakes met last week with the neighbors of Maple Grove to talk about the boat launch. All three boat ramps on Camano seem to be having severe crowding problems. The neighbors have asked the County for some consideration for management of the problem. There was thought given to possibly limiting the boat ramps to County residents only, though such an idea may create problems with the State which requires that all State residents have open access to the water. Follow-up discussion ensued about the possibility of a fee system, thinking in terms of a \$5 fee to residents and a \$20 fee to people who live outside the County. Management of the problem may include some code changes. As an example, the boat launch was intended for boat launching only but people tend to camp, cook, and picnic at the launch. The Sheriff seemed to be in agreement that if there were some sort of codification of such regulations that the issue would be more enforceable. The Board and staff will discuss the problem at an upcoming Work Session. Chairman Dean suggested that should similar locations on Whidbey be an issue as well, that the subject for both islands be considered in the dialogue.

Commissioner Price Johnson commented that she is not a big fan of restricting access but at the same time, understands the challenges that communities face.

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Commissioner Price Johnson

- *Fair*

The Commissioner met with the Chairman of the Island County Fair Board who provided a glowing report about the Fair and income received, that the experience for the year was a positive one. She appreciated the County services who participated.

- *Ferry Parking*

There will be a meeting on Thursday at the Useless Bay Golf and Country Club to address ferry rider issues, particularly with the Clinton run, sponsored by the Clinton Ferry Advisory Committee. The meeting will focus on the Mukilteo parking issue, reservation system, and fares and tariffs.

- *Miscellaneous*

Met with representatives in Langley (*Whidbey Eco Collaborative*) who are creating a sustainable building conference in November; more information will soon follow. The program is tentatively being called the *Builder's Dilemma*. The program will focus on how to address sustainable energy issues in today's climate. Commissioner Price Johnson believes the topic to be timely for the construction industry as well as citizens.

The Uniquely Whidbey Business Expo, usually scheduled for October, was cancelled by the Economic Development Council. There were fewer pre-registrations than usual. Ms. Hart of the EDC believed there might be other innovative ways to highlight local businesses.

There being no further business to come before the Board the meeting adjourned at 2:29 p.m. The Board will meet next in Regular Session on September 14, 2009 beginning at 10:00 a.m.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

John Dean, Chairman

Helen Price Johnson, Member

[Excused: Angie Homola, Member]

ATTEST:

Elaine Marlow, Clerk of the Board