

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 183
JULY 14, 2010 – WORK SESSIONS

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, June 14, 2010 at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

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

Staff: Pam Dill

Others Present: Elaine Marlow, Budget Director, Betty Kemp, GSA, Vyrle Hill, WCRP, Jill Lowe, WCRP, Rufus Rose

(Record Part 1@01:45)

Subject: Washington Counties Risk Pool (WCRP) Annual Visit

Attachment: packet

Discussion: Vyrle Hill, WCRP Executive Director, briefed the Board on the mission, services and financial status of the Washington Counties Risk Pool, a "risk-shared" joint self-insurance coverage program shared amongst participating member counties.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, June 14, 2010 at 11:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

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

Staff: Pam Dill

Others Present: Elaine Marlow, Budget Director, Vickie Churchill, Superior Court Judge, Channing Gredvig, Island County Drug Court Coordinator, Rufus Rose

(Record Part 1@ 01:11:05)

Subject: Summary of the 2010 National Association of Drug Court Professionals Annual Conference

Attachments: yes

Discussion: Channing Gredvig and Judge Churchill provided the Board with a summary of the 2010 National Association of Drug Court Professionals Annual Conference they attended from June 1-5, 2010, in Boston.

WSU / Extension Services
Summary Minutes

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 184
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Work Session was held between the County Commissioners and WSU/Extension on Wednesday, July 14, 2010, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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

Staff: Pam Dill

Staff Present: Tim Lawrence, Director, Janet Hall, Kevin Zobrist, Area Extension Educator, WSU

Others Present: Elaine Marlow, Budget Director

(Record Part 2@ 00:10)

Subject: Presentation on WSU Puget Sound Forest Stewardship Program

Attachments: Power Point

Presentation:

Island County is dominated by Small Forest Landowners

- 99.6% of Island County's forests are Small Forest Landowners
- Close to 8,000 owners
- Over 56,000 acres
- 9-acre average size

Small Forest Landowners are critical for stormwater management, salmon recovery, and aquifer recharge.

Small Forest Landowners are motivated by ecosystem and other non-market values.

88% of North Puget Sound Small Forest Landowners are seeking education.

North Puget Sound small forest ownerships are being lost to development

- 27 acres/day
- 286,000 acres at risk
- Island County has the highest percentage of forests at risk: 97%

Stewardship planning education qualifies landowners for assistance programs.

Education is highly effective for promoting sustainable practices.

The Forest Stewardship Coached Planning Program is a multi-agency effort to meet these needs.

- The Program includes nine weeks of classroom instruction.
- Field trips provide hands-on learning
- A site visit brings everything together.

Coached Planning is a highly efficient and cost-effective model that gets results.

- 76% of participants report an increased likelihood of conserving their land.
- Over 80% of participants actually implement new or different stewardship practices.
- Coached Planning improves the economic condition of landowners.
- Coached Planning is the key link that integrates multi-agency stewardship efforts.

The Puget Sound Forest Stewardship Program currently operates in Snohomish, King and Skagit Counties. Tim is very interested in collaborating with Kevin and the Whidbey Island Conservation District on a forestry program for Island County.

Follow up: Continued discussion at the July 21, 2010 work session.

Budget Director
Summary Minutes

Work Session was held between the County Commissioners and the Budget Director on Wednesday, July 14, 2010, at 1: 45 p.m. and 3:15 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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

Staff: **Pam Dill**

Staff Present: **Elaine Marlow, Budget Director, John McFarland, Interim Human Resources Director, Tim Lawrence, WSU**

(Record Part 2@ 43:05)

Subject: 2% Tourism Committee

Attachments: yes

Discussion: Discussion of the appointment of the Clinton Chamber to the Lodging Tax Advisory Committee and a request from Island County Historical Society Museum to serve on the committee. The committee is comprised of 6 representatives of Businesses subject to the lodging tax and 6 representatives of activities eligible to receive the lodging tax funds. The Chair of the Board of County Commissioners serves as an Ex-Officio member and Chair of the committee. There is currently one vacancy for a representative of businesses subject to the lodging tax.

Follow-up: The Board will do some outreach for the vacancy position. Commissioner Price Johnson as Chair of the committee this year would like to schedule a meeting with the committee members prior to the disbursement of funds in October.

Subject: Continued budget discussion

Attachments: none

Discussion: Elaine discussed with the Board how they envision the budget process moving forward this fall. Commissioner Price Johnson noted that it would be helpful to finish up with the budget process in late October/early November so they can spend the remainder of the year having broader conversations about their goals for 2011 based on the reality of the resources available.

The Board would like to schedule a budget retreat in September and another one in October or November after they know the results of the levy lid lift to talk about their goals.

Commissioner Homola requested updated flow charts from Department Heads and Elected Officials.

Elaine noted that she will be sending out a budget call asking Elected Officials and Department Heads for their M & O and unavoidable capital costs which will allow her to work up a preliminary budget so that after the election they can start working through the budget process.

Subject: Personnel issue – vacation leave policy

Attachment: draft letter

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Proposed Action: John McFarland, Interim Human Resources Director, informed the Board that a non-represented employee left County employment with over 400 hours of vacation on the books. The Vacation Leave Policy caps the payout of vacation hours at 240. The employee claims she knew nothing about the policy and is requesting to be compensated for the additional hours.

Mr. McFarland looked for some extenuating or mitigating factors that might allow the County to extend her a variance from the policy, such as workload or departmental personnel shortages that would have precluded her from taking vacation and found none. In addition, the employee acknowledged receipt of this policy as part of her orientation.

Commissioner Homola noted that this type of information should also be discussed during Performance Evaluations and Department Heads should keep an eye on their staff's levels of vacation and sick leave.

Commissioner Price Johnson expressed concern about setting a precedent as well as affecting Tim's ability to hire a replacement.

Follow up: Okay with a majority of the Board to send a letter to the employee denying the request.

The Board went into closed session at 3:30 p.m. to discuss collective bargaining issues. The Board reconvened in regular session at 4:10 p.m.

Subject: Selection process for new Human Resources Director

Attachment: None

Discussion: Mr. McFarland updated the Board on the selection process. Mr. McFarland's goal is to provide an adequate pool of qualified applicants. However, despite outside recruiting efforts, Mr. McFarland indicated that he would prefer a larger number of qualified applicants from which to select. The salary being offered is lower than similar positions which make the County's position less attractive in this economy. Two potential candidates have dropped out of the process. One candidate has taken another position, and the other expressed concern about not being able to sell a home in a poor real estate market. Mr. McFarland recommended that the candidates first be interviewed by a selection panel comprised of 2 outside HR professionals and 2-3 county managers, such as Keith Higman. Mr. McFarland will serve as a facilitator during the interview. The selection panel will forward 2 candidates for the Board's consideration.

Follow up: The Board agreed to this process.

Planning & Community Development
Summary Minutes

Work Session was held between the County Commissioners and the Planning Department on Wednesday, July 14, 2010, at 2:35 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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

Staff Present: Bob Pederson, Director, Paula Bradshaw

Others Present: Elaine Marlow, Director

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(Record Part 2@01:33:05)

Subject: PAA for SMP Planning Coordinator

Attachments:

Proposed Action: PAA for a Senior Planner to coordinate the Shoreline Master Program update project through 2013. Funding provided through a Department of Ecology grant and will be budget neutral to the County.

Follow up: Okay with Board.

Subject: Temporary Uses in the Rural Service Zoning District

Attachment: yes

Proposed Action: Amend the ICC code to allow for temporary uses in the Rural Service (RS) zone.

Follow up: Okay with Board.

Subject: Hearing Examiner recommendation

Attachment: Memorandum dated 6/30/10 from Bob Pederson, Planning Director, to BOCC

Proposed Action: Staff considered the proposals and recommends that the Hearing Examiner contract be awarded to Mr. Michael Bobbink for the following reasons:

- Mr. Bobbink has 20 some years of experience as the Island County Hearing Examiner. He has a complete and thorough knowledge of ICC and is very familiar with the variety of land use issues in the County;
- Mr. Bobbink's proposal is similar in cost to the other responders;
- Given Mr. Bobbink's experience in Island County, it is reasonable to assume that time spent researching applicable provisions of County Code requirements will likely be less than that of the other responders;
- Mr. Bobbink has far more experience as a Hearing Examiner (with Island County and other jurisdictions) than the other responders.

Staff also recommends that the contract be awarded for 1 year, with the option to renew.

Commissioner Homola would like to have time to review the other applicant's submittals prior to making a decision.

Follow up: Bring back for further discussion at the August 4, 2010 work session.

Subject: Whidbey Island Building Permits

Attachment: yes

Information: Bob provided the Board with building revenue comparisons for 2009 and the first 6 months of 2010. Revenues generated from the technology fee indicate the ability to purchase the permit tracking software this year.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Angie Homola, Member

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John Dean, Member

ATTEST:

Elaine Marlow, Clerk of the Board