Public Works

Summary Minutes

Work Session was held between the County Commissioners and Public Works on Wednesday, August 13, 2014, at 9:00 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
                      Helen Price Johnson, Member
                      Aubrey Vaughan, Member

Staff: Pam Dill

Staff Present: Bill Oakes, Director, Steve Marx, Connie Bowers

Record @ 00:05

Public Works

Subject/Description: Interfund Loan to Diking Improvement District 4
Attachment: Resolution
Action Requested: Approval of an interfund loan from the Island County Road Fund in the amount of $20,000 to provide funds required to maintain the Diking Improvement District 4 discharge outfall until the process of a maintenance levy for the District can be computed.
Follow Up: Okay with full Board to move resolution forward to a Monday agenda.

Parks

Subject/Description: Trillium Community Forest – Recreation and Conservation Office (RCO) – Land and Water Conservation Fund (LWCF) Grant Application 12-1613
Attachment: Memorandum dated 8/13/14
Information: In 2012 the Parks Department applied for a $500,000 LWCF grant from RCO and was not selected. Recently, more funding became available to the RCO and they are now awarding previously non funded 2012 grant requests. Island County has been selected to receive $90,000 to be used to build the ADA parking lot off Bounty Loop and part of an ADA trail.
Follow Up: Okay with a majority of the Board.

Subject/Description: Four Springs Purchase and Installation of Infrared Barn Heaters
Attachment: Memorandum; Estimate
Action Requested: Purchase of six infrared heaters for the Barn at Four Springs; Total Amount: $5908.90 including installation.
Follow Up: Okay with full Board.

Surface Water

Subject/Description: Walden Loop Culvert Rehabilitation
Attachment: Memorandum dated 8/1/14; Change Order
Action Requested: Approval of revised Scope of Work to include waterproofing of pipe; Estimated Amount: $6,956.80.
Follow Up: Okay with full Board to move forward to a Monday agenda.
Add-On

Subject/Description: Biennium 2015-2017 Rural Arterial Program (RAP), Final Prospectus
Attachment: Memorandum dated 8/12/14 from Joe Araucto, to BOCC
Information: Public Works will be submitting a final RAP grant funding application for a 1.77 mile portion of Smugglers Cove Road south of Lagoon Point Road to the South Whidbey Island State Park.

Human Resources
Summary Minutes

Work Session was held between the County Commissioners and Human Resources on Wednesday, August 13, 2014 at 9:45 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair Helen Price Johnson, Member Aubrey Vaughan, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Bryan Ford, Monica Felici, John Kent, Jackie Henderson, LaRae Brown

Record @ 40:29

Subject/Description: Job Requisitions
Attachment: yes
Action Requested:

Sheriff
- Deputy Sheriff, replacement position, GD10 Step 3, #070/14
  Commissioner Price Johnson moved to approve Job Requisition #070/14. The motion was seconded by Commissioner Johnson and carried unanimously.

Clerk
- Deputy Clerk 1- new position - C-7, FT #068/14
  Commissioner Price Johnson moved to approve Job Requisition #068/14. The motion was seconded by Commissioner Vaughan and carried unanimously.

Central Services:
- Micro Computer Support Technician, replacement, C-9 #072/14
  Commissioner Price Johnson moved to approve Job Requisition #072/14. The motion was seconded by Commissioner Vaughan and carried unanimously.

Auditor:
- Deputy Auditor Accounts Payable, replacement, C-9 #071/14
  Commissioner Price Johnson moved to approve Job Requisition #071/14. The motion was seconded by Commissioner Vaughan and carried unanimously.

Assessor
- Appraiser Trainee, replacement position, C-6 #069/14
Commissioner Price Johnson moved to approve Job Requisition #069/14. The motion was seconded by Commissioner Vaughan and carried unanimously.

Subject/Description: Status Change Forms
Attachment: yes
Action Requested:

Human Services
- Change full-time Outreach Mental Health Counselor to 30 hours per week
- Change 20 hour per week Outreach Mental Health Counselor to 30 hours per week
Follow up: Commissioner Price Johnson moved to approve the personnel status change forms as presented for the remainder of 2014. The motion was seconded by Commissioner Vaughan and carried unanimously.

Subject/Description: Lock Down procedures
Attachment: none
Information: Safety Committee is looking into Lock-down procedures.
Follow up: Melanie will reach out to Eric Brooks, DEM.

Sheriff

Summary Minutes

Work Session was held between the County Commissioners and the Sheriff on Wednesday, August 13, 2014, at 10:05 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair Helen Price Johnson, Member Aubrey Vaughan, Member
Staff: Pam Dill

Staff Present: Wylie Farr, Detective David Dennis

Others Present: Andrew Somers

Record @ 01:01:15

Subject/Description: Resolution to dispose of 35 laptops
Attachment: yes
Action Requested: Approval of Resolution in the matter of sale or disposal of county property; 35 laptops; (funds will go back into the current expense fund).
Follow-up: Okay with full Board to move resolution forward to a Monday agenda.

Subject/Description: Personal Services Contract – Hearing Officer
Attachment: yes
Action Requested: Contract between Island County and John Galt, Hearing Officer to preside over personal property claims; Contract Term: 5 years; Amount: not to exceed $15,000.00.
Follow-up: Okay with full Board to move forward to a Monday agenda.
Juvenile & Family Court Services

Summary Minutes

Work Session was held between the County Commissioners and the Juvenile Department on Wednesday, August 13, 2014, at 10:05 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:  Jill Johnson, Chair
                        Helen Price Johnson, Member
                        Aubrey Vaughan, Member

Staff:  Pam Dill

Staff Present:  Andrew Somers

Record @ 01:09:34

Subject/Description:  Interagency Agreement between AOC & Island County Superior Court

Attachment:  Agreement

Action Requested:  Approval of Interagency Agreement ICA 15079 between AOC and Island County Superior Court for the support of Family and Juvenile Court Improvement Plan (FJCIP); Term: 7/1/14-6/30/15;

Follow up:  Okay with full Board to move forward to a Monday agenda.

Human Services

Summary Minutes

Work Session was held between the County Commissioners and Human Services on Wednesday, August 13, 2014, at 10:35 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:  Jill Johnson, Chair
                        Helen Price Johnson, Member
                        Aubrey Vaughan, Member

Staff:  Pam Dill

Staff Present:  Jackie Henderson, Director, Lynda Richards

Others Present:  Greg Banks, Larry Van Horn

Record @ 01:33:06

Subject/Description:  Facility update

Attachment:  yes

Information:  Human Services is proposing to use the County owned Community Health Center building located at 105 NW 5th Street in Coupeville for services provided by the Department. The space is currently occupied by Compass Mental Health. A public hearing is required for a change in use of the property.

Follow up:  Public Hearing scheduled for August 18, 2014 @ 10:15 a.m.

Subject/Description:  State Supreme Court Decision on Single Bed Certifications

Attachment:  yes
Information: Jackie briefed the Board on State Supreme Court Decision on Single Bed Certifications for individuals who have been determined to be involuntarily committed.
Follow up: Jackie will continue to provide updates to the Board.

Health Department
Summary Minutes

Work Session was held between the County Commissioners and the Health Department on Wednesday, August 13, 2014, at 11:15 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Helen Price Johnson, Member
Aubrey Vaughan, Member

Staff: Pam Dill

Staff Present: Michele Tefft, Jill Wood, Suzanne Turner

Record @ 02:05:40

Community & Family Health

Subject/Description: Contract with WA State Health Care Authority and Island County Public Health Medicaid Outreach
Attachment: Contract #1163-35240 Amendment #2
Action Requested: Approval of contract with WA State Health Care Authority and Island County Public Health Medicaid Outreach; Amendment #2, Contract #1163-35240
Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Medicare Revalidation Letter for Medicare Part B payments
Attachment: Revalidation packet (with redactions) and letter for signature
Action Requested: Approval of Medicare Revalidation Letter for Medicare Part B.
Follow up: Commissioner Price Johnson moved to authorize the Chair to sign the letter to Noridian Healthcare Solutions agreeing to refund any overpayments of Medicare and Medicaid. The motion was seconded by Aubrey Vaughan and carried unanimously.

Facilities Department
Summary Minutes

Work Session was held between the County Commissioners and Facilities Department on Wednesday, August 13, 2014, at 11:25 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Helen Price Johnson, Member
Aubrey Vaughan, Member

Staff: Pam Dill

Staff Present: Larry Van Horn, Facilities Director

Record @ 2:17:40

Subject/Description: Department updates
Information: Larry Van Horn provided updates on the following:

- Jail generator upgrade progress
- NWFRC siding and roofing
- LED lighting for the Commissioners Hearing Room
- Staff work loads
- Flagpole/memorial in front of Administration Building
- Use of inmates to clean up parking lots/manholes
- Parking lot stripping

Planning & Community Development

Summary Minutes

Work Session was held between the County Commissioners and the Planning Department on Wednesday, August 13, 2014 at 1:00 p.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Helen Price Johnson, Member
Aubrey Vaughan, Member

Staff: Pam Dill

Staff Present: David Wechner, Director, Paula Bradshaw, Brad Johnson, Will Simpson

Record Part 2 @ 00:05

Subject/Description: Status of the SMP update and next steps
Attachment: Memorandum dated 8/12/14 from Brad Johnson, to BOCC/Attachment B- Island County’s response to DOE changes – aquaculture/Attachment C- Island County’s response to DOE changes – non aquaculture
Information: Brad Johnson reviewed the changes requested by the Department of Ecology, the reason for the change, and how Planning & Community Development is proposing to address it.

The Board addressed the outstanding issues and with the exception of finfish aquaculture approved staff transmitting a draft response to the DOE.

Follow up: The Board requested a meeting with DOE to discuss finfish aquaculture.

Commissioners Agenda

Summary Minutes

The County Commissioners met during Work Session on Wednesday, August 13, 2014 at 10:35 a.m. and 2:50 p.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Helen Price Johnson, Member
Aubrey Vaughan, Member

Staff: Pam Dill

Record Part 1 @ 31:15
Subject/Description: NACo Annual Conference follow up  
Attachments: yes  
Information: Commissioner Price Johnson reported on the following:

- **NACo Prescription Discount Card Program** – Free inserts provided that can be put in tax statements. Okay with full Board to submit application for Island County.

- **PetData – On-Line Animal Licensing** – Okay with full Board to forward information to Treasurer’s Office.

- **Make the Connection – Veterans On-line Resource** - Information forwarded to Jerry Pfannenstiel, Veterans Case Manager, Human Services

Subject/Description: Consider applicants for Law & Justice Council vacancy  
Attachments: yes  
Action Requested: The Board considered applicants for the vacancy on the Law & Justice Council, Position #5.  
Follow up: Okay with full Board to move recommendation forward to a Monday agenda.

Subject/Description: WCRP Cyber Liability Program/XL Insurance Policy  
Attachment: yes  
Action Requested: WCRP Cyber Liability Insurance; Amount: approximately $3,731/year.  
Follow up: The full Board approved notifying WCRP of Island County’s interest in participating in the cyber insurance program.

Subject/Description: Definition of Waters of the U.S. under the Clean Water Act  
Attachments: yes  
Discussion: Commissioner Price Johnson noted that the proposed “waters of the U.S.” regulation from the EPA and the Corps could have a significant monetary impact and it is unclear how the proposed definitional changes may impact local government. NACo has strongly encouraged counties to submit written comments. Comments are due by October 20, 2014.  
Follow up: Commissioner Johnson will discuss the regulation with Bill Oakes and will draft an Island County specific comment letter prior to October 20, 2014.
Jill Johnson, Chair

Helen Price Johnson, Member

Aubrey Vaughan, Member

Debbie Thompson, Clerk of the Board