

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, NOVEMBER 4, 2002**

8:30 a.m. – 9:30 a.m. Work Session – County Administrator

10:00 a.m. – 10:45 a.m. Department Head Meeting

11:00 a.m. – 11:30 a.m. **Consent Agenda and Miscellaneous Items**

11:30 a.m. – 11:45 a.m. Public Comment Period

2:00 p.m. – 4:00 p.m. Executive Session – Personnel, Litigation, and Land Acquisition

The Skagit County Board of Commissioners met in regular session on Monday, November 4, 2002, with Commissioners Don Munks, Kenneth A. Dahlstedt and Ted W. Anderson present.

DEPARTMENT HEAD MEETING.

Chairman Munks opened the Department Head meeting with the flag salute.

Kathy Brown, Human Resources, reminded everyone about the 2002 Health Benefits Fair, which will be taking place on Thursday, November 7, 2002 from 7 a.m. – 2:00 p.m. in Hearing Rooms B and C. Skagit County Health Department nurses will be administering free flu shots for County employees. The 2003 Health Care Information Packet will be distributed prior to Thursday.

Bill Shuler, Skagit County Community Action Director, announced that there would be another United Way forum on Wednesday, November 6, 2002 from 9:00 a.m. to 12:00 p.m. in Hearing Room B. Pledge cards will be available at that time.

County Administrator Gary Rowe spoke about future Department Head meetings. He said the Board had discussed whether the meetings should be held every two weeks or once a month. A decision was made to continue the meetings but change them to the first and third Monday of each month, with regularly scheduled items being brought forth each time. Legislative issues would also be a topic for discussion while State legislators are in session. Once the legislative session is adjourned, it may be possible to hold Department Head meetings once a month.

Tom Sheahan, Emergency Management Director, suggested spending the first fifteen minutes of each meeting updating everyone on what functions different departments are responsible for. He said many times someone might need to refer the general public to a particular department and it would be educational to find out what each of them does.

Nancy Brown, Youth & Family Services Director, also suggested bringing forth law enforcement and safety issues that could be passed along to other employees.

Brad Whaley, Budget Director, handed out and explained the Budget Status Report and a Summary Statement of Revenues and Expenditures of the General Fund as of September 30, 2002.

Maggie Thompson, Director of Best PLACE, spoke about unemployment compensation and benefits. She would like to have a discussion to address how part-time and temporary employees are dealt with.

Public Works Director Chal Martin gave an update on the Guemes Island Ferry situation. The U.S. Coast Guard gave a directive that prohibits the Guemes Ferry crews from operating beyond 12 hours during a 24-hour period. This has created quite a scheduling problem. The Inland Boatman's Union, which represents the employees, has not been able to come to an agreement

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with the proposed schedule. Until a solution is reached, a passenger-only ferry will be temporarily ferrying passengers after the 12-hour work schedule has ended.

Mark Leander, Assessor, stated that on behalf of the Washington Association of Elected Officials (WACO), he is happy to recognize Sheriff Ed Goodman for the eight years he has been a member of the association. Sheriff Goodman was presented with a plaque and a coffee mug in honor of the dedication he has shown over the years.

CONSENT AGENDA.

Commissioner Dahlstedt motioned to approve items 1 through 8 and items 10 through 14 on the Consent Agenda for Monday, November 4, 2002. Item 9 was removed from the agenda and will be brought forward next week. Commissioner Anderson seconded the motion, which passed unanimously.

COMMISSIONERS' OFFICE:

1. Record of the Proceedings for Monday, October 28, 2002.
2. Record of the Proceedings for Tuesday, October 29, 2002.

BUDGET & FINANCE DEPARTMENT:

3. Resolution to establish the Low-Income Housing Fund #162. **(Resolution No. R20020379)**
4. Resolution to establish the Title III Projects Fund #163. **(Resolution No. R20020380)**
5. Resolution authorizing the establishment of a Section 125 Plan. **(Resolution No. R20020381)**

DISTRICT COURT:

6. Resolution authorizing an increase in the change fund of \$75 to accommodate an additional cash drawer. **(Resolution No. R20020382)**

HEALTH DEPARTMENT:

7. Resolution approving AND an Interagency Agreement between Skagit/Islands Head Start and Skagit County, by and through the Skagit County Health Department to provide health consultations by a Public Health Nurse to the staff and families of Skagit/Islands Head Start in Skagit County. This Agreement shall become effective September 1, 2002 and continue through August 31, 2003. Compensation is not to exceed \$2,000. **Resolution No. R20020383 and Contract No. C20020396)**
8. Washington State Department of Social and Health Services (DSHS) Core Provider Agreements for the Skagit County Health Department clinic services, to enable the continuation of billings to DSHS. These agreements provide the mechanism to bill DSHS for Maternity Support Services (Provider #7400450); Maternity Case Management (Provider #7400518); Family Planning (Provider #7900467); and general clinic services including Immunization and Tuberculosis clinics (Provider #7003502). The Agreements shall begin on January 1, 2003 and continue indefinitely. Services will be reimbursed at the current DSHS rates of between \$2.50 and \$75, depending on the services being rendered. **(Contract No. C20020397)**

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HUMAN RESOURCES:

9. Resolution approving the purchase of Health and Welfare Benefits for Skagit County for the period of January 1, 2003 through December 31, 2003. **(Removed)**

INFORMATION SERVICES:

10. Out-of-State Travel Request for Kristen Stubben to attend a Controller's Workshop in Portland, Oregon from November 13 – 15, 2002 for an approximate cost of \$793. The workshop would provide the means of improving financial skills. **(Approved)**

PUBLIC DEFENDER'S OFFICE:

11. Amendment No. 2 to Personal Services Agreement **No. 05337** with James W. Nelson, which would extend the term of the original agreement from October 1, 2002 to December 31, 2002. The effective date of the amendment shall be September 30, 2002. All other terms and conditions of the original contract shall remain in effect. **(Amendment No. A20020136)**

PUBLIC WORKS DEPARTMENT:

12. Resolution authorizing a Call for a Public Hearing for the vacation of an unopened County Right-of-Way along Channel Drive, #43830. The hearing will be held on Tuesday, November 26, 2002 at 9:00 a.m. **(Resolution No. R20020384)**
13. Thank you letter from the Skagit County Board of Commissioners to Dike District #12 Commissioners for hosting the 6th Annual Sandbag Exercise. **(Approved)**
14. Vendor Services Agreement with Wireless Connections LLC dba Radio Licensing Services to prepare renewal applications and file with the FCC for radio call signs and provide technical data and station location of 16 call signs. It will also bring the licenses and documents, which were previously held by Northwest Lear, back under the control of Skagit County. The Agreement shall commence on July 15, 2002 and continue until July 15, 2003. Compensation will be a not-to-exceed amount of \$2,000. **(Contract No. C20020398)**

MISCELLANEOUS.

1. Vouchers audited and certified by the auditing officer as required by R.C.W. 42.24.080, and those expense reimbursement claims certified as required by R.C.W. 42.24.090, have been recorded on a listing, which has been made available to the Board.

As of this date, November 4, 2002, the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:

Warrants numbered 131283 through 131284 from Clearing Fund 696 in the total dollar amount of \$6,070 (Transmittal No. C-93-02); and

Warrants numbered 131285 through 131648 from Clearing Fund 696 in the total dollar amount of \$1,017,718.42 (Transmittal No. C-94-02).

2. Chal Martin, Public Works Department, presented a Resolution In the Matter of Providing Emergency Passenger-Only Ferry Service to and from Guemes Island; Waiving Competitive Solicitation Requirements for the Purchase of Emergency Ferry Service; and Passenger Fee Collection During the Emergency Service.

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Commissioner Anderson motioned to approve the Resolution hereby waiving the requirement of competitive bidding for the purchase of services to provide passenger-only ferry service to and from Guemes Island until such time as other arrangements can be made. Commissioner Dahlstedt seconded the motion, which passed unanimously. **(Resolution No. R20020385)**

PUBLIC COMMENT PERIOD.

No one appeared for the public comment period.

ADJOURNMENT.

Commissioner Dahlstedt made a motion to adjourn the proceedings. Commissioner Anderson seconded the motion, which passed unanimously.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Don Munks, Chairman

Kenneth A. Dahlstedt, Commissioner

Ted W. Anderson, Commissioner

ATTEST:

JoAnne Giesbrecht, Clerk of the Board
Skagit County Board of Commissioners