

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 18, 2014**

The Skagit County Board of Commissioners met in regular session on Monday, August 18, 2014, with Chair Ron Wesen, Commissioner Kenneth A. Dahlstedt, and Commissioner Sharon D. Dillon present.

I. CALL TO ORDER:

Chair Wesen called the proceedings to order at 1:30 p.m.

II. PLEDGE OF ALLEGIANCE:

Chair Wesen led the gallery in the salute to the flag.

III. AGENDA:

- a) *9:00 a.m. - 10:00 a.m. Briefing - County Commissioners/County Administrator
- b) 1:30 p.m. - 2:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- c) *2:00 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

There were no executive sessions scheduled for the week of August 18, 2014.

IV. CONSENT AGENDA FOR MONDAY, AUGUST 18, 2014 (items 1 through 32):

A motion was made by Commissioner Dillon to approve Consent Agenda items 1 through 32, Ratification Agenda items 33 through 38, vouchers and warrants for Monday, August 18, 2014. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Monday, August 11, 2014. **(Approved)**
- 2. Record of the Proceedings for Tuesday, August 12, 2014. **(Approved)**

b) BUDGET AND FINANCE:

- 3. Resolution calling for a public hearing to consider testimony regarding amending the 2014 Skagit County budget. The public hearing is scheduled to take place on Tuesday, September 2, 2014, at 9:15 a.m., or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room.
(Resolution No. R20140250)

c) COMMUNITY SERVICES:

4. Resolution to reorganize the Skagit County Mental Health and Substance Abuse Advisory Boards into the Behavioral Health Advisory Board. The Boards decided it would be productive and effective to meet jointly and therefore voted to combine. **(Resolution No. R20140251)**
5. Resolution to reappoint Jennifer Sass-Walton to a three-year term on the Skagit County Developmental Disabilities Board effective on the date of execution and expiring on July 31, 2017. **(Resolution No. R20140252)**
6. Resolution to reappoint Marguerite Senger to a three-year term on the Skagit County Developmental Disabilities Board effective on the date of execution and expiring on July 31, 2017. **(Resolution No. R20140253)**
7. Resolution to reappoint Bryan Baker to a three-year term on the Skagit County Developmental Disabilities Board effective on the date of execution and expiring on July 31, 2017. **(Resolution No. R20140254)**
8. Resolution to appoint the following members to the Skagit County Behavioral Health Advisory Board with terms beginning on the date of execution: Joan Lubbe; Sue Spencer; Ron Coakley; Myrna Hoyle, their terms shall expire on December 31, 2015; Steve Hayes; Tommie Yturalde; and Bill Henkel; Faviola Lopez, their terms shall expire on December 31, 2016; Charlie Wend; Brendan Dailey, their terms shall expire on December 31, 2017. **(Resolution No. R20140255)**
9. Amendment No. 1 to Personal Services Agreement No. C20130554 with Pioneer Human Services to manage the sixteen (16) bed, adult, voluntary Skagit County Crisis Center to provide integrated state-certified sub-acute detoxification and mental health crisis stabilization services. The purpose of this Amendment is to reduce the average number of beds utilized for sub-acute detoxification services from 9.5 to 8.5 and to reduce the maximum compensation by \$29,190 for a new compensation amount not to exceed \$537,402 which is funded by the .1% sales tax. All other terms and conditions shall remain the same including the termination date of December 31, 2014. **(Amendment No. A20140099)**
10. Personal Services Agreement with Edgework Crisis Intervention Resources PLLC to provide training for Advanced Skagit County Crisis Intervention Team (CIT) training. The Agreement shall commence on September 1, 2014, and shall continue until December 31, 2014. Compensation shall not exceed \$3,594. **(Contract No. C20140376)**
11. Amendment No. 1 to Personal Services Agreement No. C20130548 with Phoenix Recovery Services to provide chemical dependency treatment services for individuals observing or enrolled in Drug Court and DUI Court. The purpose of this Amendment is to extend the term of the Agreement from September 30, 2014, to March 31, 2015. All other terms and conditions of the original Agreement shall remain in effect including the compensation amount not to exceed \$150,000. **(Amendment No. A20140100)**
12. Interlocal Cooperative Agreement with Northwest Educational Service District 189 to provide behavioral health intervention and treatment services for children in grades K-12 in all seven school districts in Skagit County. The Agreement shall commence on September 1, 2014, and continue until August 31, 2015. Compensation shall not exceed \$400,000, based on a fee schedule, and is funded by the .1% sales tax. **(Contract No. C20140377)**

d) EMERGENCY MEDICAL SERVICES:

13. Resolution calling for a public hearing to consider testimony regarding the dissolution of the Skagit County Emergency Medical Services Commission. The public hearing is scheduled to take place on Tuesday, September 9, 2014, at 9:00 a.m., or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20140256)**

e) HUMAN RESOURCES:

14. Resolution to replace Skagit County Resolution Nos. R20030313 and R20130216 and further clarifying Skagit County's Hybrid Entity status under the Health Insurance Portability and Accountability Act (HIPAA), adopting a Hybrid Entity Policy and delegating authority to the County Privacy Officer to modify the Hybrid Entity Policy on an as needed basis. **(Resolution No. R20140257)**
15. Resolution authorizing the establishment of the Health Reimbursement Arrangement/Voluntary Employees' Beneficiary Association (HRA VEBA) Plan for employees retiring from Skagit County. **(Resolution No. R20140258)**

Chair Wesen invited Donnie LaPlante, Human Resources/Risk Management, to explain the purpose of Resolution No. R20140257 and Resolution No. R20140258.

Mr. LaPlante explained that as part of Skagit County's Corrective Action Plan and Agreement with Health and Human Services, the County was required to develop a Hybrid Entity Policy and a Safeguarding Protected Health Information Policy. These policies, as well as an updated Resolution naming the County as a Hybrid Entity and granting authority to the County Privacy Officer to modify the Hybrid Entity Policy on an as needed basis would meet the requirement.

f) INFORMATION SERVICES:

16. Amendment No. 1 to Interlocal Technology Service Agreement No. C20140238 with the City of Sedro-Woolley for the provision of technology services. The purpose of this Amendment is to revise Exhibit "B Specific Terms and Conditions - Technical Services to include for the provision of Geographic Professional Services on per project basis. Compensation for Geographic Information Services shall be based on actual costs for services, and shall include a 14.1% for 2014 indirect cost rate to cover overhead. All other terms and conditions of the original Agreement shall remain in effect including the termination date of December 31, 2016. **(Amendment No. A20140101)**
17. Resolution authorizing the sole source procurement for Spillman Technology to enhance the Public Safety System with the Spillman Imaging software that provides the capability to take booking photographs which is fully integrated into the Spillman Public Safety System and for the procurement of an additional Fire Mobile License. **(Resolution No. R20140259)**
18. Addendum No. 16 to Contract No. 00484 with Spillman Technologies for the procurement of the Spillman Imaging System and an additional Fire Mobile License. This Addendum increases compensation by \$43,736.75, including sales tax and excluding ongoing maintenance costs. The new estimated compensation amount shall not exceed \$863,442.75 plus applicable taxes

for 2014. All other terms and conditionals of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20140102)**

19. Amendment No. 1 to Subscription Agreement No. C20110371 with AV Capture All, Inc. for digital recording of Skagit County District, Superior Court sessions; and the Commissioners' Hearing Room. The purpose of this Amendment is to extend the Subscription term for software, services, and support to automatically renew each year with no greater than 2% cost increase each year. Compensation for this term is estimated not to exceed \$9,891. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20140103)**

g) PLANNING AND DEVELOPMENT SERVICES:

20. Personal Services Agreement with Ravenhead Municipal Services to provide for water and wastewater services, review of expenditures, provide reports and submittals as requested by the Skagit County Clean Water District Edison Sub-Area Board and Planning and Development Services, facilitate Sub-Area Board meetings, coordinate services, and manage projects, as described in Exhibit "A". The Agreement shall commence on September 1, 2014, and shall continue until September 30, 2016. Compensation for two years shall not exceed \$21,924. **(Contract No. C20140378)**

h) PUBLIC WORKS:

21. Resolution to indefinitely close Shular Road #97620 at milepost 0.390 to vehicular and pedestrian traffic. The existing culvert was plugged due to material and debris flows from the January 2014 storm. **(Resolution No. R20140260)**
22. Construction Contract Agreement with Fisher & Sons, Inc. for the construction of the Skagit County Low Impact Development Demonstration Parking Lot Project #WA402164. The project was awarded by Resolution No. R20140216 on July 14, 2014. The Agreement shall commence on the date of execution and shall continue for one year. Compensation shall not exceed \$492,519.00. **(Contract No. C20140379)**
23. Resolution to approve maps, plans, and specifications, and call for bids for the Crescent Lane Stormwater Outfall Repair Project #WA402180. The bid opening is scheduled for Monday, September 8, 2014, at 2:00 p.m., or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20140261)**
24. Interagency Agreement with the State of Washington Department of Health, Contract No. N20689, to develop the Pollution Identification and Correction (PIC) Program to identify and reduce pollution in Samish and Padilla Bay watersheds through activities and data gathering. The Agreement shall commence on the date of execution and shall be completed on July 31, 2016. This project is 100% funded through the State of Washington Department of Health. Compensation to Skagit County shall not exceed \$250,881. **(Contract No. C20140380)**
25. Amendment No. 1 to Grant Agreement No. G1400105, Skagit County Contract No. C20130412, with the Washington State Department of Ecology (DOE) for the operations and priority action projects of the Skagit County Marine Resources Committee (MRC). The purpose of this Amendment to

revise the scope work and reduce the local match from \$49,000 to \$43,000 for a revised total project cost of \$113,000. The scope of work will include the following revisions: Task 3: Beach Naturalist Training; Task 4: Community Beach Seine Sampling is deleted; the budget is revised for Task 1: Operations, Task 2: Salish Sea Stewards and Task 8: Fidalgo Bay Day; and deliverable deadlines for all tasks is moved back. All other terms and conditions shall remain the same including the Agreement termination date of September 15, 2014, and DOE contributing an amount not to exceed \$70,000. **(Amendment No. A20140104)**

26. Personal Services Agreement with Applied Research Northwest, LLC to design and administer a survey of the Samish Watershed residents. The Agreement shall commence on the date of execution and shall continue until August 31, 2015. Compensation shall not exceed \$20,000 based on a fee per task schedule. The Agreement is funded through the Clean Water Fund. **(Contract No. C20140381)**
27. Amendment No. 1 to Contract No. C20140090 with IMAC, Inc. for the purchase, delivery, and installation of one complete vertical motor driven wet pump for the North Similk Pump Replacement Project. The purpose of this Amendment is to allow for a longer work schedule and deduct \$475.21 to take into account the County's work force being used on July 21, 2014. The new contract amount shall not exceed \$44,961.79. All other terms and conditions of the original Agreement shall remain the same including the termination date of March 5, 2015. **(Amendment No. A20140105)**
28. Joint Funding Agreement with the U.S. Department of the Interior, U.S. Geological Survey, Agreement No. 15WNWA07000 for operation and maintenance of streamgages on the Skagit and Sauk Rivers and Nookachamps Creek. The Agreement shall commence on October 1, 2014, shall continue until September 30, 2015. The total fixed cost is \$45,988 and Skagit County's portion shall not extend \$36,420. The U.S. Department of the Interior, U.S. Geological Survey, shall contribute an amount not to exceed \$9,568. **(Contract No. C20140382)**
29. Correction to Grant Deed of Agriculture Conservation Easement Deed No. C20130500, with Norm Nelson Inc. (Estes Farm) to extinguish one development right on 40 acres. The purpose of this correction is to revise Exhibit "B" Site Plan & Baseline Documentation in order to add the Building Envelope/Farmstead Complex to Auditor Recorded Document No. 201312310008. All other terms and conditions of the original Grant Deed shall remain the same including compensation not to exceed \$100,000, and the United States Department of Agriculture (USDA) and the Washington State Recreation and Conservation office (RCO) each funding 50% of the easement. **(Amendment No. A20140106)**
30. Correction to Grant Deed of Agriculture Conservation Easement Deed No. C20130502, with Norm Nelson Inc. (Leander Farm) to extinguish two development rights on 180 acres. The purpose of this correction is to revise Exhibit "B" Site Plan & Baseline Documentation in order to add the Building Envelope/Farmstead Complex to Auditor Recorded Document No. 201401070065. All other terms and conditions shall remain the same including compensation not to exceed \$180,000, and the United States Department of Agriculture (USDA) and the Washington State Recreation and Conservation office (RCO) each funding 50% of the easement. **(Amendment No. A20140107)**

31. Amendment No. 5 to Cooperative Agreement No. 73-0546-11-003, Skagit County Contract No. C20110324, with the U.S. Commodity Credit Corporation acting through the Natural Resource Conservation Service and Skagit County for the Farm and Ranch Lands Protection Program, which allows the County to accept matching grant funds to purchase agricultural conservation easements. The purpose of this Amendment is to extend the closing date and the payment date request deadlines as listed in Table "2". All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20140108)**
32. Personal Services Agreement with Washington Appraisal Service, Inc. to perform ten appraisal reviews to satisfy grant funding requirements through the Washington State Recreation and Conservation Office (RCO). The Agreement shall commence on the date of execution and continue until December 31, 2014. Compensation shall not exceed \$7,500. **(Contract No. C20140383)**

V. RATIFICATION AGENDA (items 33 through 38):

i) COMMUNITY SERVICES:

33. Resolution authorizing the ratification of a Personal Services Agreement with Able Opportunities, Inc. to provide leadership and training for the second year of the Partnership for the Employment Success Program which includes businesses, Skagit County's community employment providers, Skagit County staff, and school districts who are preparing students for employment. Review of contract terms delayed the finalization of the Agreement and Community Services did not want to delay delivery services for eligible residents. **(Resolution No. R20140262)**
34. Personal Services Agreement with Able Opportunities, Inc. to provide leadership and training for the second year of the Partnership for Employment Success Program which includes businesses, Skagit County's community employment providers, Skagit County staff, and school districts who are preparing students for employment. The Agreement commenced on July 1, 2014, and shall continue until June 30, 2015. Compensation shall not exceed \$15,460 and is funded by Developmental Disabilities State Millage funds. **(Contract No. C20140384)**

j) FACILITIES MANAGEMENT:

35. Resolution authorizing the ratification of a Vendor Services Agreement with Washington Automated, Inc. to provide parts and labor to fix washing machines in the Skagit County Jail, in the Public Safety Building, located at 600 S. 3rd Street in Mount Vernon. A signed Agreement was not processed prior to the commencement of the necessary repair services on July 16, 2014. **(Resolution No. R20140263)**
36. Vendor Services Agreement with Washington Automated, Inc. to provide parts and labor to fix washing machines at the Skagit County Jail, in the Public Safety Building, located at 600 S. 3rd Street in Mount Vernon. The Agreement commenced on July 16, 2014, and shall continue for one year. Compensation shall not exceed \$1,846.17. **(Contract No. C20140385)**

k) PUBLIC DEFENDER:

37. Resolution authorizing the ratification of a Personal Services Agreement with

Geoffrey W. McCann to provide consultation and representation services for a maximum of 35 District Court cases per month for the Skagit County Public Defender. Finalization of the Agreement was delayed because an updated insurance endorsement (for Professional Liability) was not received by July 1, 2014. **(Resolution No. R20140264)**

38. Personal Services Agreement with Geoffrey W. McCann to provide consultation and representation services for a maximum of 35 District Court cases per month for the Skagit County Public Defender. The Agreement commenced on July 1, 2014, and shall continue until June 30, 2015. Compensation shall not exceed \$48,000. **(Contract No. C20140386)**

VI. **VOUCHERS AND WARRANTS:**

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, the Board by majority vote, did approve for payment those vouchers included in the above-mentioned list and further described as follows:
- a) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$250,342.70 (Transmittal No. C-106-14); and
 - b) Warrants numbered 407950 through 408219 from Clearing Fund 696 in the total dollar amount of \$4,640,154.47 (Transmittal No. C-107-14).

VII. **ADJOURNMENT:**

Chair Wesen adjourned the proceedings at 1:33 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Ron Wesen, Chair

Kenneth A. Dahlstedt, Commissioner

Sharon D. Dillon, Commissioner

ATTEST:

Clerk of the Board