

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 14, 2015**

The Skagit County Board of Commissioners met in regular session on Monday, September 14, 2015, with Chair Kenneth A. Dahlstedt, and Commissioner Lisa Janicki present. Commissioner Ron Wesen excused.

I. CALL TO ORDER:

Chair Dahlstedt called the proceedings to order at 1:30 p.m. and excused Commissioner Wesen's absence.

II. PLEDGE OF ALLEGIANCE:

Chair Dahlstedt 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 with Public Works; Planning and Development Services; Central Services: Information Services, Records Management, and Geographic Information Services Departments
- b) *10:30 a.m. - 11:30 a.m. Meeting with Steve Gill, Veteran Services Division Administrator - Washington State Department of Veterans Affairs, Regarding Referral Services and Assistance to Veterans
- c) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- d) *2:30 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

IV. CONSENT AGENDA DISCUSSION ITEMS:

Bob Hicks, Public Health and Community Services Operations Manager provided additional information about Consent Agenda item No. 8.

Rebecca Clark, Public Health and Community Services Coordinator, provided additional information about Consent Agenda No. 9.

Lynda Thomas, Accounting and Administrative Services Manager; and Corinne Story, Environmental Health Manager, Public Health and Community Services, provided additional information about Consent Agenda No. 14.

Torey Nelson, Engineering Technician, provided additional information about Consent Agenda item No. 15.

Sarah Hinman, Public Health and Community Services Behavioral Health Program Coordinator, provided additional information about Consent Agenda items Nos. 22, 23, 26, and 27.

Corinne Story, Public Health and Environmental Health Manager, provided additional information about Consent Agenda items Nos. 28 and 29.

Sheriff Will Reichardt provided additional information about Consent Agenda items 30 and 31.

V. CONSENT AGENDA FOR MONDAY, SEPTEMBER 14, 2015 (items 1 through 17):

A motion was made by Commissioner Janicki to approve the Consent Agenda items 1 through 17, Ratification Agenda items 18 through 34, vouchers and warrants, for Monday, September 14, 2015 Chair Dahlstedt seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Tuesday, September 8, 2015. **(Approved)**
2. Vendor Services Agreement with Skagit Publishing to provide legal printing services. The Agreement commenced on July 1, 2015, pursuant to Resolution No. R20150136, and continues until June 30, 2016. Compensation shall not exceed \$10.55 per column inch for notices submitted electronically to Skagit Publishing. **(Contract No. C20150392)**

b) BUDGET AND FINANCE:

3. Resolution to call for a public hearing to consider an amendment to the 2015 Skagit County budget. The public hearing is scheduled to take place on Tuesday, September 29, 2015, at 9:30 a.m., or as soon thereafter as possible, in the Commissioners' Hearing Room. **(Resolution No. R20150274)**
4. Funding Agreement with the City of Sedro-Woolley to distribute economic development funds pursuant to the Revised Code of Washington (RCW) 82.14.370. Funds will be used to reimburse the City for the expense of membership in the Economic Development Association of Skagit County (EDASC). The Agreement commenced on January 1, 2015, pursuant to Resolution No. R20150252, and continues until December 31, 2015. Compensation shall not exceed \$2,000. **(Contract No. C20150393)**

c) COMMUNITY SERVICES:

5. Amendment No. 1 to Funding Agreement No. C20140511 with Skagit Valley Hospitality Association dba Friendship House to distribute low-income housing funds pursuant to Substitute House Bill 2163 and House Bill 2331. Friendship House will operate a men's shelter, women's shelter and two transitional living housings, seven days per week, 365 days for the year 2015, and will provide local homeless individuals and women with children with shelter, basic needs, assessment and referral to community resources. The purpose of this Amendment is to add an additional General Ledger (GL) expenditure code #162 591004962. The compensation amount remains unchanged at an amount not to exceed \$60,000 and the termination date remains as December 31, 2015. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20150129)**
6. Personal Services Agreement with The Language Exchange, Inc., to provide interpretation and translation (spoken

and/or written) services. The Agreement shall commence on the date of execution and continue until December 30, 2016. Compensation shall not exceed \$10,000 and is based on a fee schedule. **(Contract No. C20150394)**

7. Amendment No. 2 to Interagency Agreement with North Sound Mental Health Administration Contract #NSMHA-Skagit County-Jail Services-13-15, Skagit County Contract No. C20130456, to provide the necessary personnel and service for offenders with mental illness who are transitioning from the Skagit County Jail. The purpose of this Amendment is to provide \$11,334.57 in funding through September 30, 2015, for a new compensation amount to Skagit County not to exceed \$126,122.61. All other terms and conditions of the original Agreement shall remain in effect including the termination date of September 30, 2015. **(Amendment No. A20150130)**
8. Amendment No. 1 to Personal Services Agreement No. C20150239 with Community Action of Skagit County to provide services to low income residents, administration of the Veteran's Relief Program, case management services, and support for the East County Resource Center. The purpose of this Amendment is to replace Exhibit "B" to correctly reflect the allocation of \$147,488 for Veterans' Relief Program services and \$20,512 for Veterans Case Management services. Compensation to Community Action of Skagit County remains unchanged at an amount not to exceed \$415,085. All other terms and conditions of the original Agreement shall remain in effect including the termination date of December 31, 2015. **(Amendment No. A20150131)**
9. Resolution amending Resolution No. R20120117 regarding the Charter for Skagit County One-Tenth of One Percent (1/10%) Sales Tax Allocation Advisory Committee. The purpose of this Resolution is to adopt the revised Charter to reflect new or expanded chemical dependency or mental health treatment services; reflect the operation of a new or expanded therapeutic court programs as approved by the Sales Tax Allocation Advisory Committee. **(Resolution No. R20150275)**
10. Resolution amending Resolution No. R20120288 regarding the appointment of members to the Skagit County One-Tenth of One Percent (1/10%) Sales Tax Allocation Advisory Committee. The purpose of this Resolution is to update the membership listing. **(Resolution No. R20150276)**

d) HUMAN RESOURCES:

11. Agreement with RiskRT to conduct the required Affordable Care Act reporting for Skagit County which includes monthly monitoring for benefits eligibility and annual reporting of 1094-C to the Internal Revenue Service (IRS) and 1095-C forms to employees. The Agreement shall commence on the date of execution and continue until March 31, 2016. Compensation shall not exceed \$8,545 and is based on a fee schedule. **(Contract No. C20150395)**

e) PROSECUTING ATTORNEY:

12. Amendment No. 1 to County Program Agreement No. 1463-99051, Skagit County Contract No. C20140174, with the Department of Social and Health Services (DSHS) Economic Services Administration, Division of Child Support for data security and use of State resources. The Agreement accompanies the on-going state and federal grants for Family Support Services provided through the Skagit County Prosecutor's office for and on behalf of the Washington State Attorney General. The purpose of this Amendment is to amend Exhibit "B" of the original Agreement to conform to the updated Internal Revenue Service (IRS) security requirements as found in IRS Publication 1075. All other terms and conditions of the original Agreement shall remain in effect including the termination date of June 30, 2019. **(Amendment No. A20150132)**

f) PUBLIC DEFENDER:

13. Amendment No. 1 to Client Service Contract with State of Washington Office of Public Defense, Contract No. CSV16040 (Skagit County Contract No. C20150256) for indigent dependency and termination defense services in Skagit County Juvenile Court. The purpose of this Amendment is to reflect the implementation of the 2015-2017 biennial budget (ESSB 6052) which passed on June 29, 2015, and was signed by the Governor on June 30, 2015. Compensation is increased by an additional \$1,703.81 for a new compensation amount to Skagit County not exceed \$125,939.81. All other terms and conditions of the original Agreement shall remain in effect including the termination date of June 30, 2016. **(Amendment No. A20150133)**

g) PUBLIC HEALTH:

14. Amendment No. 4 to Consolidated Contract with the State of Washington Department of Health Contract No. C17124, Skagit County Contract No. C20140646, for the delivery of public health services as described in Exhibit "A", Statement of Work. The purpose of this Amendment is to amend Statements of Work in Exhibit "A" for Emergency Preparedness, OSS LMP Implementation, recreational shellfish, and Maternal/Child Health. This Amendment increases compensation by an additional \$307,518 for a new compensation amount to Skagit County not to exceed \$778,368. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect including the termination date of December 31, 2017. **(Amendment No. A20150134)**

h) PUBLIC WORKS:

15. Resolution calling for a public hearing to consider testimony regarding a Franchise Agreement with Holiday Hideaway Association to install, operate and maintain facilities for the purpose of a water utility system across certain roads and rights-of-way in the defined Franchise Area. The public hearing is scheduled to take place on Tuesday, October 6, 2015, at 8:30 a.m. or as soon thereafter as possible in the Commissioners' Hearing Room. **(Resolution No. R20150277)**
16. Resolution and notice to call to update the Vendor List for rental equipment and maintenance materials to be used by Skagit County on an as needed basis. Skagit County advertises twice yearly to update the Vendor as required by the Revised Code of Washington (RCW) 39.04.190. The Vendor List will be used to solicit telephone quotations. **(Resolution No. R20150278)**

i) SHERIFF:

17. Change to Agreement between Organized Crime Drug Enforcement Task Forces (OCDETF) and Skagit County, Contract No. C20150284, for the purpose of receiving reimbursable costs incurred by the Sheriff's Office in providing resources to joint operations/task forces. The Board executed the Agreement prior to signature by the OCDETF. When returned for OCDETF signature the start date was changed from June 1, 2015 to July 1, 2015, and the compensation was reduced from \$5,000 to \$2,500. The agreement shall continue until September 30, 2015. Reimbursement to Skagit County shall not exceed \$2,500. **(Contract No. C20150284)**

VI. RATIFICATION AGENDA (18 through 33):

j) COMMUNITY SERVICES:

18. Resolution authorizing the ratification of a Personal Services Agreement with Community Action of Skagit County to

provide support services for the Population Health Trust Quality of Life Survey. Community Action of Skagit County experienced administrative delays in the finalization of the Agreement. **(Resolution No. R20150279)**

19. Personal Services Agreement with Community Action of Skagit County to provide support services for the Population Health Trust (PHT) Quality of Life Survey. The Agreement commenced on June 15, 2015, and terminated on August 31, 2015. Compensation shall not exceed \$1,800 and is funded by donations to PHT from member organizations. **(Contract No. C20150396)**
20. Resolution authorizing the ratification of a Personal Services Agreement with Washington Vocational Services to provide support services, through its Dream Builder program, to students and families with development disabilities to connect families to local resources aimed at helping them understand the transition process so that students will be better prepared for the transition to high school. Review of contract provisions and receipt of the Agreement delayed finalization. **(Resolution No. R20150280)**
21. Personal Services Agreement with Washington Vocational Services to provide support services, through its Dream Builder program, to students and families with development disabilities to connect them with local resources aimed at helping them understand the transition process so that students will be better prepared for high school. The Agreement commenced on September 1, 2015, and continues until June 30, 2016. Compensation shall not exceed \$3,500 and is funded by the Developmental Disabilities Millage funds. **(Contract No. C20150397)**
22. Resolution authorizing the ratification of a Personal Services Agreement with Public Hospital District #304 for the coordination and implementation of preventative programs designed to prevent or delay the misuse and abuse of alcohol, marijuana, tobacco, and other drugs among youth up to age 18 and young adults ages 19 to 25. The Agreement was not fully signed prior to July 1, 2015. **(Resolution No. R20150281)**
23. Personal Services Agreement with Public Hospital District #304 for the coordination and implementation of preventative programs designed to prevent or delay the misuse and abuse of alcohol, marijuana, tobacco, and other drugs among youth up to age 18 and young adults ages 19 to 25. The Agreement commenced on July 1, 2015, and continues until June 30, 2017. Compensation shall not exceed \$153,579 and is funded by "Partnerships for Success Grant" funds. **(Contract No. C20150398)**
24. Resolution authorizing the ratification of an Interlocal Agreement with Skagit Valley College's Skagit/Islands Head Start to provide health consultation by a Public Health Nurse to the staff members and families of Skagit/Island's Head Start in Skagit County. Review of contract provisions and receipt of the Agreement delayed finalization. **(Resolution No. R20150282)**
25. Interlocal Agreement with Skagit Valley College's Skagit/Islands Head Start to provide health consultation by a Public Health Nurse to the staff members and families of Skagit/Island's Head Start in Skagit County. The Agreement commenced on September 1, 2015, and continues until August 31, 2016. Compensation to Skagit County shall not exceed \$2,500 and is funded by U.S. Department of Health and Human Services and the Administration for Children and Families funds. **(Contract No. C20150399)**
26. Resolution authorizing the ratification of Interlocal Agreement with Washington State Department of Social and Health Services (DSHS), Behavioral Health and Service Integration, Division of Behavioral Health and Recovery (DBHR), DSHS Agreement No. 1563-43877, to provide substance use disorder treatment and support services to persons enrolled in the Chemical Dependency (CD) Program in Skagit County. Review of contract provisions and

receipt of contract delayed the finalization of the Agreement. **(Resolution No. R20150283)**

27. Interlocal Agreement with Washington State Department of Social and Health Services (DSHS), Behavioral Health and Service Integration, Division of Behavioral Health and Recovery (DBHR), DSHS Agreement No. 1563-43877, to provide substance use disorder treatment and support services to persons enrolled in the Chemical Dependency (CD) Program in Skagit County. The Agreement commenced on July 1, 2015, and continues until March 31, 2016. Compensation to Skagit County shall not exceed \$666,111. **(Contract No. C20150400)**

k) PUBLIC HEALTH:

28. Resolution authorizing the ratification of Interagency Agreement (IAA) No. C1600030 with the State of Washington Department of Ecology (DOE) to provide funding to hire a Local Source Control specialist(s) to provide technical assistance and education outreach to small businesses in an effort to prevent pollution of waters of the State. IAA No. C1600030 was completed after the allocation of new funds to Skagit County from DOE. **(Resolution No. R20150284)**
29. Interagency Agreement (IAA) No. C1600030 with the State of Washington Department of Ecology (DOE) to provide funding to hire a Local Source Control specialist(s) to provide technical assistance and education outreach to small businesses in an effort to prevent pollution of waters of the State. The Agreement commenced on July 1, 2015, and continues until June 30, 2017. Compensation to Skagit County shall not exceed \$235,434. **(Contract No. C20150401)**

l) SHERIFF:

30. Resolution authorizing the ratification an Interagency Agreement with the Washington Association of Sheriffs and Police Chiefs (WASPC), Agreement No. RSO 15-16 Skagit, for the Registered Sex Offender Address and Residency Verification Program. A signed Agreement was only recently received from WASPC after they determined the amount of funding to allocate. **(Resolution No. R20150285)**
31. Interagency Agreement with the Washington Association of Sheriffs and Police Chiefs (WASPC), Agreement No. RSO 15-16 Skagit, for the Registered Sex Offender Address and Residency Verification Program which requires face-to-face verification of a registered sex offender's address at the place of residency. The Agreement commenced on July 1, 2015, and continues until June 30, 2016. Compensation to Skagit County shall not exceed \$108,886.60. **(Contract No. C20150402)**

m) SUPERIOR COURT:

32. Resolution authorizing the ratification of a Personal Services Agreement with Tonic Design Studio Photography to provide a framed and engraved judicial portrait for Judge Stiles. A signed Agreement was not received prior to the commenced date of August 28, 2015. **(Resolution No. R20150286)**
33. Personal Services Agreement with Tonic Design Studio Photography to provide a framed and engraved judicial portrait for Judge Stiles. The Agreement commenced on August 28, 2015, and continues until October 30, 2015. Compensation shall not exceed \$550. **(Contract No. C20150403)**

VII. VOUCHERS AND WARRANTS:

- a. 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) Warrants numbered 427915 through 427961 from Clearing Fund 696 in the total dollar amount of \$123,321.26 (Transmittal No. C-128-15); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$7,069 (Transmittal No. C-196-15); and
 - c) Warrants numbered 427962 through 428285 from Clearing Fund 696 in the total dollar amount of \$4,331,302.36 (Transmittal No. C-130-15); and
 - d) Payroll warrants numbered 354005 through 354713 in the total dollar amount of \$1,200,472.30 (Transmittal No. P-34-2015); and
 - e) Junior District Payroll warrants numbered 810028 through 810149 in the total dollar amount of \$215,097.63 (Transmittal No. P-35-2015).

VIII. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 2:03 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board

