

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 21, 2015**

The Skagit County Board of Commissioners met in regular session on Monday, September 21, 2015, with Chair Kenneth A. Dahlstedt, Commissioner Lisa Janicki, and Commissioner Ron Wesen present.

I. CALL TO ORDER:

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

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; Public Health and Community Services, and Emergency Medical Services Departments
- b) * 10:30 a.m. - 11:30 a.m. Attend Skagit Transit's Washington State Auditor's Exit Conference (Skagit Transit Business Office, 600 County Shop Lane, Burlington)
- c) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- d) *2:30 p.m. - 4:30 p.m. Executive Session (None Scheduled as of the Date of this Notice)

No executive sessions were held on Monday, September 21, 2015.

IV. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

Skagit County Clerk Mavis Betz was present to provide additional information on Consent Agenda item no. 5, a Resolution authorizing a surcharge of \$20 on Superior Court Guardianship filings.

Budget and Finance Director Trisha Logue was present to provide additional information on Consent Agenda item no. 10, Amendment No. 2 to the Jail Facility Use Agreement with the Cities of Mount Vernon, Sedro-Woolley, Anacortes, and Burlington.

Human Services Manager Rebecca Clark was present to provide additional information on Consent Agenda items 11 and 12, Resolutions calling for Requests for Qualifications for professional assistance with Community Development Block Grants.

Developmental Disabilities Program Coordinator Kristen Ekstran was present to provide additional information on Consent Agenda

items 13 and 15, Amendments updating the Scope of Work on two contracts.

Human Services Manager Rebecca Clark was present to provide additional information on Consent Agenda item no. 14, an Amendment with Consumer Voices Are Born (CVAB).

Solid Waste Division Manager Kevin Renz was present to provide additional information on Consent Agenda item no. 17, a Resolution declaring SSI Shredding Systems Inc. as a sole source vendor for the solid waste compactor located at the Skagit County Transfer and Recycling Station.

Transportation Programs Section Manager Forrest Jones was present to provide additional information on Consent Agenda item no. 18.

Chief of Corrections Charlie Wend was present to provide additional information on Consent Agenda item no. 19, an Amendment to a Vendor Services Agreement with ARAMARK Correctional Services, LLC.

V. CONSENT AGENDA (items 1 through 19):

A motion was made by Commissioner Janicki to approve consent agenda items 1 through 19, ratification agenda items 20 through 40, vouchers and warrants for Monday, September 21, 2015. Commissioner Wesen seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, September 14, 2015. **(Approved)**
2. Record of the Proceedings for Tuesday, September 15, 2015. **(Approved)**
3. Resolution authorizing the reappointment of members to the Skagit Regional Public Facility District Board. Darcy Wells and Susan Ragan are reappointed to four-year terms which will expire on September 1, 2019. **(Resolution No. R20150287)**

b) BUDGET AND FINANCE:

4. Personal Services Agreement with Economic Development Association of Skagit County (EDASC) to provide Economic Gardening Services pursuant to Exhibit A Scope of Work. The Agreement commenced on January 1, 2015, pursuant to Resolution No. R20150282, and continues until December 31, 2015. Compensation shall not exceed \$75,000. **(Contract No. C20150405)**

c) COUNTY CLERK:

5. Resolution authorizing a surcharge of up to \$20 on Superior Court Guardianship filings in order to fund a Guardianship Facilitator Program pursuant to Washington State Senate Bill (SB) 5647. **(Resolution No. R20150288)**

d) FACILITIES MANAGEMENT:

6. Resolution calling for a public hearing regarding the proposed disposal of Skagit County real property located at 315 South Third Street in Mount Vernon, also known as the Moen Building. The public hearing is scheduled to take place on Tuesday, October 6, 2015, at 9:30 a.m. or as soon as possible thereafter in the Commissioners Hearing Room. **(Resolution No. R20150289)**

e) INFORMATION SERVICES:

7. Resolution authorizing the sole source procurement for Spillman Technology Public Safety System Software upgrade to procure five (5) additional Law Mobile Licenses for the City of Sedro-Woolley. **(Resolution No. R20150290)**
8. Addendum No. 18 to Contract No. 00484 with Spillman Technologies, Inc. for the procurement of the additional Spillman Law Mobile Licenses for the City of Sedro-Woolley and to upgrade from the GeoBase Classic to the GeoBase Sentryx. This Addendum increases compensation by \$14,641 including sales tax and excluding ongoing maintenance costs. The new estimated compensation amount shall not exceed \$882,441. All other terms and conditions of the original Agreement and subsequent Addendum's shall remain in effect. **(Amendment No. A20150135)**

f) PARKS RECREATION AND FAIR:

9. Interlocal Cooperative Agreement with the City of Mount Vernon to establish the terms for the use of the County Fairgrounds Facilities and the City's Sherman Anderson Field at no cost to either agency. The Agreement shall commence on the date of execution and continue until December 31, 2030. **(Contract No. C20150406)**

g) PROSECUTING ATTORNEY:

10. Amendment No. 2 to the Jail Facility Use Agreement No. C20130315 between Skagit County and the Cities of Mount Vernon, Sedro-Woolley, Anacortes, and Burlington, pursuant to RCW Chapters 70.48 and 39.34. This Amendment updates the allocation and provision of payments by the County and Cities towards jail medical care and fit for jail review costs. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect. **(Amendment No. A20150136)**

h) PUBLIC HEALTH AND COMMUNITY SERVICES:

11. Resolution calling to issue a Request for Statement of Qualifications for a contracted professional(s) to provide technical assistance services for the Skagit County Community Development Block Grant (CDBG) Microenterprise Assistance for On-Farm Infrastructure Project. **(Resolution No. R20150291)**
12. Resolution calling to issue a Request for Statement of Qualifications for a contracted professional(s) to provide technical assistance services for the Skagit County Community Development Block Grant (CDBG) Homeownership Assistance Project. **(Resolution No. R20150292)**
13. Amendment No. 1 to Personal Services Agreement No. C20150261 with Washington Vocational Services to provide employment services to eligible individuals with developmental disabilities. This Amendment establishes a new GL Code, and adds an additional paragraph to III. Statement of Work relating to the processing of individual

developmental disabilities scholarships. The term remains the same, ending June 30, 2016, and, all other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20150137)**

14. Amendment No. 1 to Personal Services Agreement No. C20150320 with Consumer Voices Are Born (CVAB) to provide recovery oriented peer support needs in Skagit County. This Amendment revises Exhibit B - Scope of Work. The term remains the same, ending March 31, 2016, and, all other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20150138)**
15. Amendment No. 1 to Personal Services Agreement No. C20150344 with Chinook Enterprises to provide developmental disabilities services in Skagit County. This Amendment establishes an additional GL Code, and adds a fourth paragraph: D. Individualized Plan for Services relating to the processing of individual developmental disabilities scholarships. The term remains the same, ending June 30, 2016, and, all other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20150139)**

i) PUBLIC WORKS:

16. Resolution reappointing members to the Skagit County Forest Advisory Board. Pursuant to Resolution No. R20040418, members are to complete a three-year term. Terms will end December 31, 2017. **(Resolution No. R20150293)**
17. Resolution declaring SSI Shredding Systems Inc., as the sole source vendor for parts and service for the solid waste compactor at the Skagit County Transfer and Recycling Station. **(Resolution No. R20150294)**
18. Resolution calling for a public hearing to consider testimony regarding the 2015 - 2020 Six-Year Transportation Improvement Program Revision No. 1 to revise the Guemes Ferry Breakwater Section Replacement. The public hearing is scheduled to take place on Tuesday, October 6, 2015, at 8:30 a.m. or as soon as possible thereafter, in the Commissioners Hearing Room. **(Resolution No. R20150295)**

j) SHERIFF:

19. Amendment No. 11 to Vendor Services Agreement No. C20090398 with ARAMARK Correctional Services, LLC, to provide food and commissary services (excluding vending machine operation) for inmates, staff, and visitors of the Skagit County Jail. The purpose of this Amendment is to extend the term of the Agreement through September 30, 2017, and to update the price per meal charged to the County as a result in changes in the Consumer Price Index. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20150140)**

VI. RATIFICATION AGENDA (20 through 40):

k) COUNTY CLERK:

20. Resolution authorizing the ratification of Amendment No. 1 to Subscriber Agreement No. C20150340 with TransUnion Risk and Alternative Data Solutions, Inc. to provide access to TLOxp for Collections, an advanced skip tracing tool to be utilized for the collection of Legal Financial Obligations, which include restitution, fines, and court costs for Skagit County criminal and juvenile matters. Documents regarding the final subscription terms were not received until after a trial-period contract was signed and the terms for the new subscription were set to begin September 9,

2015. **(Resolution No. R20150296)**

21. Amendment No. 1 to Subscriber Agreement No. C20150340 with TransUnion Risk and Alternative Data Solutions, Inc. to provide access to TLOxp for Collections, an advanced skip tracing tool to be utilized for the collection of Legal Financial Obligations, which include restitution, fines, and court costs for Skagit County criminal and juvenile matters. This Amendment clarifies that the monthly fee for the single web-access license for the Clerk's Office is \$70 per month. The Amendment commenced on September 9, 2015 and shall continue until terminated. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20150141)**

l) OFFICE OF JUVENILE COURT:

22. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with the La Conner School District to jointly fund a BECCA Case Manager position to serve the La Conner School District in implementing the truancy portion of the BECCA Bill as outlined by the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The Agreement was not received in time to route and execute prior to September 1, 2015. **(Resolution No. R20150297)**
23. Interlocal Cooperative Agreement with the La Conner School District to jointly fund a BECCA Case Manager position to serve the La Conner School District in implementing the truancy portion of the BECCA Bill as outlined by the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The Agreement commenced on September 1, 2015, and shall continue until August 31, 2016. Compensation to Skagit County shall not exceed \$1,133. **(Contract No. C20150407)**
24. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with the Burlington-Edison School District to jointly fund a BECCA Case Manager position to serve the Burlington-Edison School District in implementing the truancy portion of the BECCA Bill as outlined by the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The Agreement was not received in time to route and execute prior to September 1, 2015. **(Resolution No. R20150298)**
25. Interlocal Cooperative Agreement with the Burlington-Edison School District to jointly fund a BECCA Case Manager position to serve the Burlington-Edison School District in implementing the truancy portion of the BECCA Bill as outlined by the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The Agreement commenced on September 1, 2015, and shall continue until August 31, 2016. Compensation to Skagit County shall not exceed \$5,287. **(Contract No. C20150408)**
26. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with the Concrete School District to jointly fund a BECCA Case Manager position to serve the Concrete School District in implementing the truancy portion of the BECCA Bill as outlined by the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The Agreement was not received in time to route and execute prior to September 1, 2015. **(Resolution No. R20150299)**
27. Interlocal Cooperative Agreement with the Concrete School District to jointly fund a BECCA Case Manager position to serve the Concrete School District in implementing the truancy portion of the BECCA Bill as outlined by the Revised Code of Washington (RCW) and the Washington Administrative Code (WAC). The Agreement commenced on September 1, 2015, and shall continue until August 31, 2016. Compensation to Skagit County shall not exceed \$1,133. **(Contract No. C20150409)**

m) PROSECUTING ATTORNEY:

28. Resolution authorizing the ratification of a Personal Services Agreement with Bayside Pathology, Inc. to provide expert witness testimony in the matter of the State of Washington v. Ira Lamar Blackstock, Skagit County Superior Court Cause No. 13-1-01033-9. Services were provided before an Agreement could be executed due to the uncertainty of a secure trial date and the necessity for testimony at trial. **(Resolution No. R20150300)**
29. Personal Services Agreement with Bayside Pathology, Inc. to provide expert witness testimony in the matter of the State of Washington v. Ira Lamar Blackstock, Skagit County Superior Court Cause No. 13-1-01033-9. The Agreement commenced on September 1, 2015, and shall continue until December 31, 2015. Compensation shall not exceed \$3,000. **(Contract No. C20150410)**

n) PUBLIC HEALTH AND COMMUNITY SERVICES:

30. Resolution authorizing the ratification of a Funding Approval and HOME Investment Partnerships Agreement with the U.S. Department of Housing and Urban Development (HUD) for the approval of funds in the amount of \$623,166 from HUD Grant Number M15-DC530210 to be used and dispersed according to Interlocal Agreement No. C20140290 which was executed between the Counties of Skagit, Island, and Whatcom (and multiple cities and towns from each County). The Funding Approval was executed by the Chair of the Board of Skagit County Commissioners on July 28, 2015 in order to expedite the processing of the regional HOME Program. **(Resolution No. R20150301)**
31. Resolution authorizing the ratification of a County Program Agreement with the State of Washington Department of Social and Health Services (DSHS), Division of Behavioral Health and Recovery, Agreement No. 1563-42494, for the implementation of Substance Abuse programs in Skagit County for youth up to the age of 18 and young adults ages 19 - 25. Review of contract provisions and receipt of contract delayed the finalization before July 1, 2015. **(Resolution No. R20150302)**
32. County Program Agreement with the State of Washington Department of Social and Health Services (DSHS), Division of Behavioral Health and Recovery, Agreement No. 1563-42494, for the implementation of Substance Abuse programs in Skagit County for youth up to the age of 18 and young adults ages 19 - 25. The Agreement commenced on July 1, 2015, and shall continue until June 30, 2017. Compensation to Skagit County shall not exceed \$153,579. **(Contract No. C20150411)**
33. Resolution authorizing the ratification of a Personal Services Agreement with Phoenix Recovery Services to provide substance abuse disorder treatment and support services. The Agreement could not be executed before August 1, 2015, due to the need to wait until the state revenue contract was finalized. **(Resolution No. R20150303)**
34. Personal Services Agreement with Phoenix Recovery Services to provide substance abuse disorder treatment and support services. The Agreement commenced on August 1, 2015, and shall continue until March 31, 2016. Compensation shall not exceed \$600,000 and is funded by the 0.1% sales tax. **(Contract No. C20150412)**
35. Resolution authorizing the ratification of an Interlocal Cooperative Agreement with Multnomah County Health Department to provide technical and administrative support services to the Skagit County Community Needs Assessment. Review of contract provisions and receipt of contract delayed finalization before start date. **(Resolution No. R20150304)**

36. Interlocal Cooperative Agreement with Multnomah County Health Department to provide technical and administrative support services to the Skagit County Community Needs Assessment. The Agreement commenced on July 15, 2015, and shall continue through January 30, 2016. Compensation shall not exceed \$23,600 and is based on an hourly rate schedule. **(Contract No. C20150413)**

o) PUBLIC WORKS:

37. Resolution authorizing the ratification a Vendor Services Agreement with Pacific Northwest Scale Company, Inc., for scale calibration, maintenance and repair as it relates to the Skagit County Transfer and Recycling Station located at 14158 Ovenell Road in Mount Vernon and the Sauk Transfer Station located at 50796 Sauk Landfill Road in Concrete. Due to time constraints and delays, the Agreement could not be executed before June 1, 2015. **(Resolution No. R20150305)**

38. Vendor Services Agreement with Pacific Northwest Scale Company, Inc., for scale calibration, maintenance and repair as it relates to the Skagit County Transfer and Recycling Station located at 14158 Ovenell Road in Mount Vernon and the Sauk Transfer Station located at 50796 Sauk Landfill Road in Concrete. The Agreement commenced on June 1, 2015, and shall continue for two years. Compensation shall not exceed \$24,000 for the two-year term of the contract and is based on a fee and service schedule. **(Contract No. C20150414)**

39. Resolution authorizing the ratification a Vendor Services Agreement with NW Communications & Cellular for work performed on the enhancement of the Town on Concrete emergency operations equipment. The Agreement was not received by the contractor until recently. **(Resolution No. R20150306)**

40. Vendor Services Agreement with NW Communications & Cellular for work performed on the enhancement of the Town on Concrete emergency operations equipment. The Agreement commenced on April 23, 2015, and shall continue for one year. Compensation shall not exceed \$18,186.08. **(Contract No. C20150415)**

VII. MISCELLANEOUS ITEMS (1 and 2):

Commissioner Janicki recused herself from voting on the miscellaneous item since portions of the Scope of Work was related to Janicki Industries.

a) PUBLIC HEALTH AND COMMUNITY SERVICES:

1. Resolution authorizing the ratification of a Personal Services Agreement with Able Opportunities, Inc. to provide leadership and training support to the staff that supports the developmental disabilities community. Review of contract provisions and receipt of contract delayed the finalization of the Agreement before July 1, 2015.

A motion was made by Commissioner Wesen to approve the Resolution authorizing the ratification of the Personal Services Agreement with Able Opportunities, Inc. **(Resolution No. R20150307)** Chair Dahlstedt seconded the motion.

The vote passed unanimously.

2. Personal Services Agreement with Able Opportunities, Inc. to provide leadership and training support to the staff that supports the developmental disabilities community. The Agreement commenced on July 1, 2015 and shall continue until June 30, 2016. Compensation shall not exceed \$20,640 and is funded by a program through the State of Washington.

A motion was made by Commissioner Wesen to approve the Personal Services Agreement with Able Opportunities, Inc. (**Contract No. C20150416**) Chair Dahlstedt seconded the motion.

The vote passed unanimously.

VIII. 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) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$142,863.55 (Transmittal No. C-131-15); and
 - b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$1,548.04 (Transmittal No. C-132-15); and
 - c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$206,880.86 (Transmittal No. C-133-15); and
 - d) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$147,967.18 (Transmittal No. C-134-15); and
 - e) Warrants numbered 428286 through 428561 from Clearing Fund 696 in the total dollar amount of \$2,055,203.50 (Transmittal No. C-135-15); and
 - f) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$24,592.55 (Transmittal No. C-136-15); and
 - g) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$25,756.97 (Transmittal No. C-137-15); and
 - h) Warrants numbered 428562 through 428562 from Clearing Fund 696 in the total dollar amount of \$225.00 (Transmittal No. C-138-15).

IX. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 2:05 p.m.

**BOARD OF COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Kenneth A. Dahlstedt, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board