

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
MONDAY, JANUARY 23, 2017**

The Skagit County Board of Commissioners met in regular session on Monday, January 23, 2017, with Chair Ron Wesen, Commissioner Kenneth A. Dahlstedt, and Commissioner Lisa Janicki 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) *8:30 a.m. - 9:30 a.m. Briefing - County Commissioners/County Administrator with Planning and Development Services, Parks, Recreation and Fair, and Facilities Management Departments
- b) *9:45 a.m. - 10:15 a.m. Bi-Weekly Work Session - Public Works Department
- c) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- d) *2:30 p.m. - 3:30 p.m. Executive Session (Litigation - RCW 42.30.110(1)(i))

Chair Ron Wesen, Commissioner Kenneth A. Dahlstedt, Commissioner Lisa Janicki attended an executive session on Monday, January 23, 2017, from 2:35 p.m. to 3:30 p.m. The purpose of the executive session was Litigation - RCW 42.30.110(1)(i). (Matters relating to County enforcement actions, actual litigation, or potential litigation.) The following attorneys were present at the executive session and provided legal advice to the Board of County Commissioners: Prosecuting Attorney Rich Weyrich, Chief Civil Deputy Prosecuting Attorney Melinda Miller, and Senior Civil Deputy Prosecuting Attorney Will Honea. Other attendees: County Administrator Tim Holloran.

IV. CONSENT AGENDA ITEMS FOR FURTHER DISCUSSION:

Interim Emergency Medical Services Director Kevin Chao provided additional information about Consent Agenda item no. 19.

V. CONSENT AGENDA FOR MONDAY, JANUARY 23, 2017 (items 1 through 46):

A motion was made by Commissioner Janicki to approve Consent Agenda items 1 through 46 including all items requiring ratification, vouchers and warrants for Monday, January 23, 2017. Commissioner Dahlstedt seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

- 1. Record of the Proceedings for Tuesday, January 17, 2017. **(Approved)**

b) BUDGET AND FINANCE:

- 2. Funding Agreement with the Heritage Flight Museum which awards \$5,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170019)**

3. Funding Agreement with the Sedro-Woolley Museum which awards \$1,500 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170020)**
4. Funding Agreement with the Shakespeare Northwest Association (Skagit River Shakespeare Festival) which awards \$1,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170021)**
5. Funding Agreement with the Skagit County Chamber Executive Directors Association (SCCEDA) which awards \$35,200 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170022)**
6. Funding Agreement with the Skagit County Historical Museum (Tourism Marketing Project) which awards \$15,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170023)**
7. Funding Agreement with the Skagit River Bald Eagle Awareness Team (Skagit River Bald Eagle Interpretive Center) which awards \$5,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170024)**
8. Funding Agreement with the Skagit Valley Tulip Festival (Annual Brochure) which awards \$10,500 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170025)**
9. Funding Agreement with the Skagit Valley Tulip Festival (Traffic Control and Roundabout Maintenance) which awards \$24,500 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170026)**
10. Funding Agreement with the Celtic Arts Foundation which awards \$3,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170027)**
11. Funding Agreement with the Children's Museum of Skagit County which awards \$5,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170028)**
12. Funding Agreement with the Concrete Chamber of Commerce which awards \$15,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170029)**
13. Funding Agreement with the Concrete Heritage Museum Association which awards \$1,500 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The

Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170030)**

14. Funding Agreement with the McIntyre Hall Performing Arts and Conference Center (Skagit Valley College) which awards \$15,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170031)**
 15. Funding Agreement with the WSU Skagit County Extension (WSU Master Gardeners Step-On Bus & Garden Tours) which awards \$700 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170032)**
 16. Funding Agreement with the Museum of Northwest Art (MoNA) which awards \$1,600 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170033)**
 17. Funding Agreement with the Museum of Northwest Art (MoNA) (William Cumming Mural Restoration) which awards \$5,000 of Lodging Tax funds, pursuant to Washington State Substitute Bill 5647, to support marketing and advertising as authorized by Resolution No. R20160324. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170034)**
- c) CORONER:
18. Interlocal Agreement for Medical Examiner Services with Snohomish County to provide medical examiner death investigation services. Compensation shall not exceed \$24,696 and is based on a fee schedule. This Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170035)**
- d) EMERGENCY MEDICAL SERVICES:
19. Amendment No. 3 to Personal Services Agreement No. C20140525 with Matthew Russell, M.D., to provide Emergency Medical Services (EMS) Medical Program Director (MPD) services. The purpose of this Amendment is to reimburse Dr. Russell for the cost of medical malpractice insurance for the years 2016 and 2017. Skagit County shall reimburse Dr. Russell an amount not to exceed \$4,500 for a new compensation amount not to exceed \$277,894.43 for the four year term of the Agreement. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20170002)**
- e) INFORMATION SERVICES:
20. Subscription Agreement with Westlaw Thomson Reuters for Westlaw ProFlex software legal research products for use by the Skagit County Prosecuting Attorney and Public Defender offices. Compensation is based on a monthly subscription fee of \$1,461.60 for the first 12 months with a 3% increase for the second and third 12 month periods. The estimated compensation amount shall not exceed \$52,618 for the 36 month period which does not include taxes. The Agreement shall commence on the date execution and continues until December 31, 2020. **(Contract No. C20170036)**
 21. Interlocal Cooperative Agreement with the City of Burlington to provide public safety technology services to the City. Skagit County shall invoice the City on a quarterly basis based on a service for compensation fee schedule. Compensation is estimated to be approximately \$45,000 per year. This Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2019. **(Contract No. C20170037)**
 22. Interlocal Cooperative Agreement with the City of Mount Vernon to maintain public fiber optic lines that support the County's data communications at 14 Skagit County locations (Skagit County Fairgrounds; Mount Vernon Senior Center; Skagit County Road Shop; Burlington Senior Center; Skagit County Transfer Station; Skagit County Network

Switch #1; Skagit County Network Switch #2; Skagit County Continental Uplink; Skagit County Phones; Skagit County Main Data; Skagit County 911; Skagit County Prosecutor; Skagit County Data Center; and Skagit County Jail). Monthly compensation shall be \$75 per month for 12 fiber optic lines and \$50 per month for 2 fiber optic lines. This Agreement is being ratified to commence on October 1, 2016, and is non-terminating. **(Contract No. C20170038)**

f) PUBLIC HEALTH:

23. Resolution to allocate funds for homeless housing and assistance projects pursuant to Substitute House Bill 2163 as amended for January 1, 2017, through June 30, 2017, to the Samish Indian Nation in an amount not to exceed \$30,000. Funding will be used to provide homelessness diversion pilot project for Native American/Alaska Natives who are extremely low-income and facing eviction. **(Resolution No. R20170009)**
24. Amendment No. 1 to Personal Services Agreement No. C20160528 with Catholic Community Services to provide substance use disorder support services to eligible Skagit County residents. This Amendment replaces Exhibit "B" Scope of Work and Exhibit "C" Compensation. Compensation is increased by an additional \$5,000 due to an increase in enrollment in the program. The new compensation amount shall not exceed \$70,000 which is based on a fee for service schedule and is funded through the 1/10th of 1% chemical dependency or mental health treatment sales tax. All other terms and conditions of the original Agreement remain in effect including the termination date of December 31, 2017. **(Amendment No. A20170003)**
25. Personal Services Agreement with Phoenix Recovery Services to provide a mobile-based Needle Exchange Program (NEP) in Skagit County, including Anacortes, Burlington, Concrete, Mount Vernon and Sedro-Woolley. Compensation shall not exceed \$170,000 and is funded through the 1/10th of 1% chemical dependency or mental health treatment sales tax. This Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170039)**
26. Interlocal Cooperative Agreement with Western Washington University (WWU), Recreation Program, Department of Health and Human Development to support an integrated camp experience for up to 20 Skagit County adults with developmental disabilities through the WWU Camp TEAM (Together Everyone Achieves More) program. Compensation shall not exceed \$1,000 and is funded by the Developmental Disabilities Millage funds. This Agreement is being ratified to commence on January 1, 2017, and continues until August 31, 2017. **(Contract No. C20170040)**
27. Personal Services Agreement with Catholic Community Services to provide school-based, substance use disorder services and interventions in Skagit County school districts to students in grades 6 through 12 and their families. Compensation shall not exceed \$100,000 and funded by the 1/10 of 1% chemical dependency or mental health treatment sales tax. This Agreement is being ratified to commence on January 1, 2017, and continues until June 30, 2017. **(Contract No. C20170041)**
28. Personal Services Agreement with Community Action of Skagit County to provide management, staffing and operations for the following programs: Dental Access Coordination and Direct Services; Adult Education; Resource Center; Community Engagement; Senior and Disabled Services; Legal Aid; Food Access; East County Services; Housing; Veteran's Relief Program; and Veterans Case Management Program. Compensation shall not exceed \$415,085 and is based on a reimbursement schedule. The Agreement shall commence on the date of execution and continues until December 31, 2017. **(Contract No. C20170042)**
29. Interlocal Cooperative Agreement with the City of Burlington to provide annual services through the Senior Services Program at the Burlington Senior Center. Compensation to Skagit County shall not exceed \$13,079. This Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170043)**
30. Interlocal Cooperative Agreement with the City of Mount Vernon to provide annual services through the Senior Services Program at the Mount Vernon Senior Center. Compensation to Skagit County shall not exceed \$53,856. This Agreement is being

ratified to commence on January 1, 2017, and continues until December 31, 2017.
(Contract No. C20170044)

31. Vendor Services Agreement with CPI Plumbing and Heating to replace and/or repair defective parts at the central and satellite kitchens for the Senior Nutrition Program. Compensation shall not exceed \$2,400. This Agreement is being ratified to commence on January 1, 2017, and continues for one year from the date of execution. **(Contract No. C20170045)**
32. Interlocal Cooperative Agreement with Washington State Department of Veterans Affairs (WDVA) Contract No. 305E-17-011, to work collaboratively with the County to provide a full-time Skagit County Veteran Service Officer. Compensation shall not exceed \$60,000 and is funded through the Skagit County Veterans Assistance Fund. This Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170046)**
33. Funding Agreement with Skagit Habitat for Humanity to distribute low-income housing funds pursuant to Substitute House bill 2060. Funding will be used to reimburse Skagit Habitat for Humanity for costs resulting from the purchase of building rights for one or more buildable lots and materials for construction for homes to be purchased by households with 50% or less of the area's medium income who participate in the Skagit Habitat for Humanity program. Skagit County will reimburse Skagit Habitat for Humanity an amount not to exceed \$42,720. This Agreement is being ratified to commence on January 1, 2017, and continues until June 30, 2017. **(Contract No. C20170047)**
34. Personal Services Agreement with Phoenix Recovery Services to provide services to individuals enrolled in Skagit County Therapeutic Courts (Family Treatment Court; Adult Drug Court; Recovery Support Services for Drug Court and Family Treatment Court). Compensation shall not exceed \$255,500 and funded through the 1/10th of 1% chemical dependency or mental health treatment sales tax. This Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170048)**
35. Personal Services Agreement with SeaMar Behavioral Health to provide substance use disorder support services to Skagit County residents. Compensation shall not exceed \$80,000 and is funded through the 1/10th of 1% chemical dependency or mental health treatment sales tax. This Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170049)**
36. Contract Agreement with Northwest Regional Council, Northwest Washington Area Agency on Aging, Contract No. 201018-NUTR) to provide meals and nutrition support through congregate and home-delivered meals. Compensation to Skagit County shall not exceed \$276,147. This Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170050)**
37. Amendment No. 1 to Contract with Washington State Health Care Authority (HCA), HCA Contract No. K1416, Skagit County Contract No. C20150101, to support Medicaid related outreach and linkage activities performed by Local Health Jurisdictions (LHJ) to Washington State residents who live within its jurisdiction. This Amendment replaces Attachment 2 (Medicaid Administrative Claiming (MAC) Coordinator Manual); Schedule A (Statement of Work) and extends the termination date from March 31, 2017, to December 31, 2018. Annual compensation to Skagit County is estimated not to exceed \$200,000. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20170004)**
38. Interlocal Agreement with Tacoma-Pierce County Health Department (TPCHD), TPCHD Agreement No. 1059-27-2021, to provide online food worker training, testing and card issuance to residents of Skagit County, and any out-of-state residents who state they work in Skagit County Local Health Jurisdiction, as permitted under Chapter 246-217 Washington Administrative Code (WAC). TPCHD shall compensate Skagit County for the permit proceeds less a \$3.00 card fee that TPCHD will retain. TPCHD shall retain \$1.00 for each replacement card issued. This Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2021. **(Contract No. C20170051)**

39. Personal Services Agreement with Phoenix Recovery Services to provide services to individuals enrolled in the substance use disorder programs. Compensation shall not exceed \$90,000 and is funded through the 1/10th of 1% chemical dependency or mental health treatment sales tax. This Agreement is being ratified to commence on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170052)**
40. Personal Services Agreement with Washington Vocational Services, through its Healthy Relationships program (Developmental Disabilities Division), to provide support services to the Skagit County Developmental Disabilities Advisory Board's goal to improve transition outcomes. Compensation shall not exceed \$2,000 which is funded by the Department of Social and Health Services, Division of Development Disabilities (DSHS-DDD). This Agreement is being ratified to commence on January 1, 2017, and continues until June 30, 2017. **(Contract No. C20170053)**
41. Personal Services Agreement with NAMI Skagit to provide education and outreach to individuals living mental illness. Compensation shall not exceed \$15,000 and is funded the 1/10th of 1% chemical dependency or mental health treatment sales tax. The Agreement commenced on January 1, 2017, and continues until December 31, 2017. **(Contract No. C20170054)**

g) PUBLIC WORKS:

42. Grant Agreement with the Washington State Conversation Commission (WSCC) Contract No. K1708 to provide funding for the Natural Resource Stewardship Program within the Nookachamps watershed. WSCC has awarded Skagit County a grant in the amount of \$100,000. The Agreement shall commence on the date of mutual execution and continue until the completion date of June 30, 2017. **(Contract No. C20170055)**
43. Resolution to call for bids and specifications for the purchase of 120 pieces of large wood debris (logs with attached rootwads) for use in in-water habitat projects. The bid opening is scheduled to take place on Monday, February 13, 2017, at 2:30 p.m., or as soon thereafter as possible, in the Commissioners' Hearing Room. **(Resolution No. R20170010)**
44. Resolution to call for bids for one new latest model mechanics service truck. The bid opening is scheduled to take place on Tuesday, February 21, 2017, at 2:30 p.m. or as soon thereafter as possible in the Skagit County Commissioners' Hearing Room. **(Resolution No. R20170011)**

h) RISK MANAGEMENT:

45. Personal Services Agreement with EHS-International, Inc. to provide preliminary indoor air quality assessments and testing as requested by the Risk Management department. The Agreement shall commence on the date of execution and continue until December 31, 2017. Compensation shall not exceed \$15,000 and is based on a fee schedule. **(Contract No. C20170056)**
46. Personal Services Agreement with Life Rescue Inc., to provide complete on-site rescue for confined space entry at the Guemes Island Ferry as required by the United States Coast Guard's Code Federal Regulations (CFR) CFR 29 1915, Subpart B. Compensation shall not exceed \$10,000 and is based on a fee schedule. The Agreement shall commence on the date of execution and continues until December 31, 2017. **(Contract No. C20170057)**

VI. 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 545808 through 545808 from Clearing Fund 696 in the total dollar amount of \$6,890 (Transmittal No. C-09-17); and

- b) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$1,712.32 (Transmittal No. C-10-17); and
- c) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$84,983.04 (Transmittal No. C-11-17); and
- d) ACH Transfer Request Form and Certification to Trusteed Plans Service Corporation from Clearing Fund 696 in the total dollar amount of \$483,440.40 (Transmittal No. C-12-17); and
- e) Warrants numbered 454809 through 455204 from Clearing Fund 696 in the total dollar amount of \$4,773,188 (Transmittal No. C-13-17).

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

Lisa Janicki, Commissioner

ATTEST:

Clerk of the Board