

**RECORD OF THE PROCEEDINGS  
SKAGIT COUNTY BOARD OF COMMISSIONERS  
MONDAY, JULY 9, 2018**

The Skagit County Board of Commissioners met in regular session on Monday, July 9, 2018, 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 8:30 a.m.

II. AGENDA:

a) \*8:30 a.m. - 9:30 a.m. Briefing - County Commissioners/County Administrator with Public Works, Planning and Development Services, Central Services: Information Services, Geographic Information Services and Records Management Departments

b) \*11:00 a.m. - 12:00 p.m. Public Health Work Session

Chair Dahlstedt reconvened the proceedings at 11:04 a.m.

Attendees:

Public Health Director Jennifer Johnson  
Public Health Analyst David Jefferson  
County Administrator Tim Holloran  
Communications Coordinator Bronlea Mishler

The proceedings were recessed at 12:01 p.m.

*A recording of the work session can be obtained by contacting the Skagit County Commissioners' Office.*

c) PLEDGE OF ALLEGIANCE:

Chair Dahlstedt reconvened the proceedings at 1:30 p.m. and led the gallery in the salute to the flag.

d) 1:30 p.m. - 2:30 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items

1. Consent Agenda Items for Further Discussion:

Emergency Medical Services Director Jeff Sargent provided additional information about Consent Agenda item numbers 6 and 8.

Child/Family Health Nurse Manager Jennifer Sass-Walton provided additional information about Consent Agenda item number 15.

2. Consent Agenda for Monday, July 9, 2018 (items 1 through 22):

A motion was made by Commissioner Wesen to approve Consent Agenda items 1 through 22, including all items requiring ratification, vouchers and warrants for Monday, July 9, 2018. Commissioner Janicki seconded the motion.

The vote passed unanimously.

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, July 2, 2018. **(Approved)**
2. Record of the Proceedings for Tuesday, July 3, 2018. **(Approved)**
3. Record of the Proceedings for Thursday, July 5, 2018. **(Approved)**

b) BUDGET AND FINANCE:

4. Interlocal Cooperative Agreement with the Town of Concrete to award \$100,000 of Economic Development/Public Facilities Project grant funds to support the First Street Waterline Extension. The Agreement commenced on July 18, 2016, pursuant to Resolution No. R20160202 and R20180116. **(Contract No. C20180324)**

c) DEPARTMENT OF EMERGENCY MANAGEMENT:

5. Grant Agreement with the Washington State Military Department and the U.S. Department of Homeland Security, Grant Agreement No. E18-169-Skagit, for emergency management performance and prevention activities. The funding will be used to provide training for jurisdictions throughout Skagit County in the following program areas: 1) conduct exercises and drills with Emergency Coordination Center (ECC) staff and provide training to volunteers regarding the Community Emergency Response Team (CERT); 2) update Comprehensive Emergency Management Plan; 3) update duty officer manual, and create network SharePoint page; 4) public education and outreach and develop an outreach strategy using radio communications; and 5) communications and warnings: participate in Comprehensive Emergency Management network tests and Emergency Alert System tests. Compensation to Skagit County shall not exceed \$61,026. The Grant Agreement was not received from the Washington State Military Department until June of 2018 and is ratified to commence on September 1, 2017, and shall terminate on June 30, 2019. **(Contract No. C20180325)**

d) EMERGENCY MEDICAL SERVICES:

6. Personal Services Agreement with LifeTek Carlson Consulting to provide one Prehospital Trauma Life Support (PHTLS), one Advanced Medical Life Support (AMLS), one Basic Electrocardiography (EKG) and one Pharmacology training course per year. Compensation for the entire term of the Agreement shall not exceed \$135,100. The Agreement is ratified to commence on June 30, 2018, and continue until December 31, 2024. **(Contract No. C20180326)**
7. Amendment No. 9 to Personal Services Agreement No. C20140616 with Central Valley Ambulance Authority for the provision of trauma and verified ambulance services 24 hours per day/7 days per week. This Amendment provides for the reimbursement of expenses paid for warranty and preventative maintenance as outlined in the attached ZOLL Extended Warranty & Preventive Maintenance Contract Exhibit "A". The reimbursement amount shall not exceed \$30,770. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect including the expiration date of December 31, 2018. **(Amendment No. A20180087)**
8. Personal Services Agreement with Aero Skagit Emergency Services to provide Basic Life Support (BLS) Ongoing

Training and Evaluation Program (OTEP) training in the "Aero Skagit Training Hub" that includes training Fire Districts 10, 19, 24, Concrete Fire District and Newhalem Fire Brigade a minimum of two times per site, per year for 2018 through 2024. The training rate for 2018 BLS OTEP Training Hub and Community First Aid/CPR will be \$65 per hour, with a 2% rate increase annually for 2019 through 2024. An additional administration fee of 7% per hour will be added and mileage will be reimbursed for travel to training sites at the current annual Federal Mileage Reimbursement Rate. The Agreement is ratified to commence on June 15, 2018, and continue until December 31, 2024. **(Contract No. C20180327)**

e) FACILITIES MANAGEMENT:

9. Personal Services Agreement with Equinox Research and Consulting International, Inc. (ERCI) to provide archival research and field investigation services including pedestrian survey and hand excavation of up to 85 shovel tests on for the proposed North Sound Behavioral Health Organization (NSBHO) Stabilization Campus. The investigation will be on eight (8) acres, comprising of Skagit County Assessor Parcel Nos. P104178, P76502 and P76503. Compensation shall not exceed \$6,966.52 and is based on a rate schedule. The Agreement is ratified to commence on June 1, 2018, and continue until December 31, 2018. **(Contract No. C20180328)**

f) INFORMATION SERVICES:

10. Amendment No. 27 to Contract No. 00484 with Spillman Technologies, Inc. to provide and install one (1) additional fire mobile client license for use by Skagit County Emergency Medical Services. Compensation shall not exceed an additional \$713, which includes sales tax for a new estimated compensation amount not to exceed approximately \$918,881 plus associated taxes and maintenance costs. All other terms and conditions of the original Agreement and subsequent Amendments shall remain in effect. **(Amendment No. A20180088)**

g) OFFICE OF JUVENILE COURT:

11. Memorandum of Understanding with the Conway School District to continue to collaborate to reduce chronic absenteeism and involvement of truant students in court through the development and implementation of culturally appropriate practices and evidence based services that include but are not limited to Community Truancy Boards (CTB) and stay petitions. The Agreement shall commence on September 1, 2018 and shall remain in effect until terminated. There is no monetary consideration associated with this Memorandum. **(Contract No. C20180329)**

h) PARKS AND RECREATION:

12. Personal Services Agreement with Equinox Research and Consulting International, Inc. (ERCI) to provide cultural and archeological research at Northern State Recreation Area for the septic and waterline project for the Veterans Shelter as outlined in Exhibit "D". The Contractor will hand excavate and perform 60 shovel tests in compliance with applicable state, federal and tribal regulations. Compensation is based on a rate schedule and shall not exceed \$5,744.39, which includes all applicable taxes. The Agreement shall commence on the date of execution and continue until December 31, 2019. **(Contract No. C20180330)**

i) PLANNING AND DEVELOPMENT SERVICES:

13. Interlocal Cooperative Agreement with the Town of Lyman for Fire Marshal Services including fire investigations, fire code review, and fire code inspection. Compensation to Skagit County is based on a fee schedule. The Agreement shall commence on the date of execution and shall continue until terminated. **(Contract No. C20180331)**

j) PUBLIC DEFENDER:

14. Personal Services Agreement with Tatiana Dillard to provide investigation services as requested by the Skagit County Public Defender including, but not limited to, witness interviews, preparation of witness interview reports or transcripts, locating witnesses, service of subpoenas, preparation of diagrams, photographing items of evidentiary value, obtaining records and court testimony. Contractor will provide investigation services as requested for adult and juvenile cases. Compensation shall not exceed \$110,833 per year and is based on a fee schedule. The Agreement shall commence on July 9, 2018, and continue until December 31, 2018. **(Contract No. C20180332)**

k) PUBLIC HEALTH:

15. Amendment No. 1 to Interlocal Agreement with the State of Washington Department of Early Learning (DEL) (DEL Contract No. 18-1050-01), Skagit County Contract No. C20170397, to provide home visiting services to high-risk families using the Nurse Family Partnership (NFP) program model. This Amendment extends the period of performance from July 18, 2018, to June 30, 2019, revises Exhibit "B" Budget, and Exhibit "D" Deliverables Schedule to reflect the upcoming fiscal year. These changes are due to the Department of Early Learning becoming part of the Department of Children, Youth and Families, effective July 1, 2018. Compensation to Skagit County is increased from \$380,960 to \$776,102.60. All other terms and conditions of the original Agreement shall remain in effect. **(Amendment No. A20180089)**
16. Interlocal Cooperative Agreement with the Burlington-Edison School District for the purpose of increasing the capacity to implement or maintain programs and practices that prevent or reduce maladaptive substance use, increase capacity to implement or maintain programs and practices targeting mental health promotion, provide workforce development opportunities for district employees addressing social and emotional determinates of health and learning, and to study the outcomes and feasibility of implementing a School-Based Health Center. Compensation shall not exceed \$188,500 and is based on a funding table. Funding Source is Behavioral Health Organization Marijuana Funds, Youth Marijuana Prevention Education Program contract from the Washington State Department of Health and local 1/10th of 1% Children's Behavioral Health Funds. The Agreement is ratified to commence on May 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180333)**
17. Personal Services Agreement with Service Alternatives, Inc. to provide "Pathways to Employment" and "Community Inclusion" services to eligible individuals with developmental disabilities. Compensation shall not exceed \$215,000 and is funded through the Washington State Department of Social and Health Services /Department of Disabilities Administration (DSHS/DDA) and includes state dollars and federal Medicaid match as well as local funds. Total compensation for the contract is variable, depending upon the number of individual clients and service levels authorized by DSHS/DDA and the County. The Agreement is ratified to commence on July 1, 2018, and continue until June 30, 2019. **(Contract No. C20180334)**
18. Personal Services Agreement with Dreamcatcher Facilitation Services to provide Person-Centered-Planning (PCP) services to youth, families and school district staff throughout Skagit County for the purpose of helping families and school staff partner around the special planning needs of Transition-age youth enrolled in the Skagit County Bridges Program. Compensation shall not exceed \$15,000 and is based on a rate schedule. The Agreement is ratified to commence on July 1, 2018, and continue until June 30, 2019. **(Contract No. C20180335)**
19. Professional Services Contract with Washington State Health Care Authority (HCA) for "Access to Baby and Child Dentistry (ABCD) Services, HCA Contract No. K2755, to detect and prevent early childhood dental decay by engaging dentists in seeing birth to six (6) year old Medicaid eligible children and engaging local public health departments in outreach and case management. Compensation to Skagit County shall not exceed \$56,000. The

Agreement is ratified to commence on July 1, 2018, and continue until June 30, 2020. **(Contract No. C20180336)**

- l) PUBLIC WORKS:
  - 20. Resolution amending Skagit County Resolution No. R20180043 appointing members to the Skagit County Marine Resources Committee (MRC) and updating the membership roster as illustrated in Exhibit "A" **(Resolution No. R20180132)**
  - 21. Personal Services Agreement with Innovative Environments, LLC to assist with the management and administration of the Forestry Program. Tasks are related to the Forestry Advisory Board, Timber/Fish/Wildlife Policy Committee, Secure Rural Schools, Payment in Lieu of Taxes, Trust Lands, Federal Lands and Legislation. Compensation shall not exceed \$76,725 and is based on a fee schedule. The Agreement shall commence on the date of execution and continue until June 30, 2019. **(Contract No. C20180337)**
- m) SHERIFF:
  - 22. Interagency Agreement with the Washington Association of Sheriffs and Police Chiefs (WASPC) to award a grant to Skagit County for the Registered Sex Offender Address and Residency Verification Program. Compensation to Skagit County shall not exceed \$109,311.07. The Agreement is ratified to commence on July 1, 2018, and shall continue through June 30, 2019. **(Contract No. C20180338)**
- 3. 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 Services Corporation from Clearing Fund 696 in the total dollar amount of \$104,615.63 (Transmittal No. C-94-18); and
    - b) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$66,904.03 (Transmittal No. C-95-18); and
    - c) ACH Transfer Request Form and Certification to Delta Dental from Clearing Fund 696 in the total dollar amount of \$6,528.45 (Transmittal No. C-96-18); and
    - d) ACH Transfer Request Form and Certification to Trusteed Plans Services Corporation from Clearing Fund 696 in the total dollar amount of \$108,467.67 (Transmittal No. C-97-18); and
    - e) Warrants numbered 483838 through 484157 from Clearing Fund 696 in the total dollar amount of \$3,125,551.30 (Transmittal No. C-98-18); and
    - f) Warrants numbered 484158 through 484201 from Clearing Fund 696 in the total dollar amount of \$175,321.27 (Transmittal No. C-100-18); and
    - g) ACH Transfer Request Form and Certification to Trusteed Plans Services Corporation from Clearing Fund 696 in the total dollar amount of \$430,183.89 (Transmittal No. C-99-18); and

- h) Junior District Payroll warrants numbered 819814 through 819967 in the total dollar amount of \$270,186.01 (Transmittal No. P-25-18).

4. Miscellaneous Agenda (items 1 and 2):

a) PUBLIC HEALTH:

- 1. Facility Lease Agreement with Community Action of Skagit County (Lessor) and Skagit County (Lessee) for the purpose of providing a service facility to operate a Veterans Assistance Program and administer a range of programs supporting veterans and their families, also known as Skagit Vets Connect. The facility is located at 160 Cascade Place in Burlington. The total lease payment shall not exceed \$108,000 for the initial term of the Agreement. The initial term of the Agreement shall commence on the date of execution and continue through December 31, 2024. There is an option to renew the lease pursuant to the terms outlined in Paragraph 5 of the Agreement. **(Contract No. C20180339)**

Behavioral Health Program Coordinator Sarah Hinman and Executive Director of Community Action of Skagit County Bill Henkel provided information about the Lease Agreement.

Commissioner Wesen announced that since he was the Community Action of Skagit County Board Chair, it had been suggested to him by the Skagit County Deputy Prosecuting Attorney to recuse himself from making any decisions on the miscellaneous item.

A motion was made by Commissioner Janicki to approve Miscellaneous Agenda item 1. Chair Dahlstedt seconded the motion.

The vote passed unanimously.

- 2. County Program Agreement with the Washington State Department of Social & Health Services (DSHS) through the Aging and Long Term Support Administration, Area Agency on Aging Division, DSHS Agreement No. 1863-32982, for the purpose of providing a home-delivered meal service to Skagit County residents. DSHS will pay Skagit County a fee for the service of delivering meals to clients. The Agreement is ratified to commence on July 1, 2018, and continue until June 30, 2022. **(Contract No. C20180340)**

Operations Manager Bob Hicks provided information about the Agreement with the Washington State Department of Social & Health Services.

A motion was made by Commissioner Wesen to approve Miscellaneous Agenda item 2. Commissioner Janicki seconded the motion.

The vote passed unanimously.

Chair Dahlstedt recessed the proceedings at 1:47 p.m.

e) 2:30 p.m. - 3:00 p.m. Certificate of Commendation for Stormwater Coordinator Lori Wight

Chair Dahlstedt reconvened the proceedings at 2:30 p.m. and introduced Public Works Director Dan Berentson. Mr. Berenson, Water Resources Section Manager Michael See, Administrative Assistant Meghan MacMullen, Engineering Technician Nikki Davis, and

Environmental Resources Technician Jason Quigley shared how they appreciated working with Lori Wight.

Stormwater Coordinator Lori Wight thanked her co-workers and the Commissioners recognized Lori Wight's eleven years of service to Skagit County by presenting her with a Certificate of Commendation.

f) \*3:00 p.m. - 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

No executive sessions were scheduled for the week of July 9, 2018.

III. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 2:41 p.m.

**BOARD OF COUNTY COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON**

\_\_\_\_\_  
Kenneth A. Dahlstedt, Chair

\_\_\_\_\_  
Lisa Janicki, Commissioner

\_\_\_\_\_  
Ron Wesen, Commissioner

ATTEST:

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Clerk of the Board