

**RECORD OF THE PROCEEDINGS
SKAGIT COUNTY BOARD OF COMMISSIONERS
TUESDAY, SEPTEMBER 18, 2018**

The Skagit County Board of Commissioners met in regular session on Tuesday, September 18, 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. PLEDGE OF ALLEGIANCE:

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

II. AGENDA:

a) 8:30 a.m. - 9:30 a.m. Public Works - Dan Berentson, Director:

Director Dan Berentson was present to introduce the agenda items.

1. Update - Burlington Northern Overpass Project

Project Manager Jennifer Swanson introduced KBA, Inc. Construction Project Manager for the Burlington Northern Overpass Project Dave Mohler.

Mr. Mohler reported that the carpentry crew were moving ahead with the remaining items which include concrete barriers at the north end of the project, pigmented sealer, safety handrails for the sidewalks and fencing on the bridge to protect the railway from falling debris. He estimated that the project would be open to traffic by the end of October or the end of November.

There was a brief discussion about the factors that contributed to the project being delayed from the project's previously estimated completion date of September 30, 2018.

2. Update - Guemes Island Ferry

Ferry Operations Division Manager Rachel Rowe provided a brief update about the Guemes Island Ferry Replacement Project. She said that Glosten had completed the planned tasks for Phase 1. She said that Phase 1 had cost \$432,000 of the approved budget of \$534,316.18. Ms. Rowe said that Glosten was ready to assist with any additional grant proposals that might become available. She noted that Glosten had prepared a preliminary cost estimate for the design-bid-build contract method.

Ms. Rowe outlined the scope of work for phase 2 and indicated that Public Works would bring forward a draft for the Commissioners to review in the next couple of weeks.

3. Presentation - 2019-2024 Six-Year Transportation Improvement Program and 2019 Annual Construction Program

Transportation Programs Section Manager Forrest Jones presented a PowerPoint presentation and explained that the County was required to update and adopt its current 6-year Transportation Improvement Program (TIP) every year pursuant to the Reviewed Code of Washington (RCW) 36.81.121. The TIP document listed all anticipated transportation capital improvements for which the County could pursue some phase of development during the next 6 years (2019-2024) such as funding, design, right of way or equipment acquisitions, construction or implementation.

Mr. Jones reported on the public meeting held on September 13. He said that they had 52 people attend the public meeting with numerous comments

requesting that immediate action take place to make Farm-To-Market/Josh Wilson Road safer with a roundabout, add Gripp Road/Prairie Road intersection to the TIP to improve the intersection and move up repairs of Bradshaw Road. He provided information about how they determined which projects were included in the TIP.

Mr. Jones explained the proposed 2019-2024 TIP would be considered for adoption in December currently contained 39 proposed projects with 7 new projects; 32 projects would remain, or be carried over from last year's TIP and 7 projects were being removed.

More information about the TIP can be found at the County's website, located at: <http://www.skagitcounty.net/Departments/PublicWorksEngineering/programsmain.htm> or by contacting Forrest Jones at phone: 360-416-1422 or by e-mail: forrestj@co.skagit.wa.us.

Mr. Jones also provided information about the 2019 Annual Construction Program which included a list of projects programmed in the 2019 Public Works budget. The projects include a breakdown of costs for preliminary engineering (design); right-of-way (property acquisition) and construction. He estimated that the total costs would be \$6,196,250.

Notable Design and Construction Projects Scheduled for 2019:

- Francis Road Section 1 - construction
- McLean Road Overlay - construction
- Farm-to-Market/Josh Wilson - design
- Guemes Ferry Boat Replacement - design
- Centennial Trail - design
- Josh Wilson Road Phase 1 - design
- Samish River Bridge/Old Highway 99 - construction
- Friday Creek Bridge/Old Highway 99 - construction

[Link to PowerPoint Presentation and Documents:](#)

<ftp://ftp.skagitcounty.net/countycommissioners/documents/agendapackets/09172018/>

Chair Dahlstedt recessed the proceedings at 9:32 a.m.

- b) 9:30 a.m. - 10:00 a.m. Proclamation Recognizing September 24 through September 28 as "Diaper in Need" Week

Chair Dahlstedt reconvened the proceedings at 9:33 a.m.

Director of the Diaper Bank of Skagit County Calista Scott noted that there were families that could not afford diapers for their children, and diaper banks across the country helped families obtain the diapers they needed. Ms. Scott reported that last year, diaper banks in the National Diaper Bank Network secured similar proclamations from the governors or state legislatures in 31 states as well as from mayors and county officials in 181 cities and counties representing 38 states throughout the country.

Ms. Scott said that the Diaper Bank of Skagit County was a member of the National Diaper Bank Network, which had been actively raising awareness addressing diaper need across the county.

Commissioner Janicki read the Proclamation recognizing September 24 through September 30, 2018, as "Diaper Need Awareness Week" in Skagit County and encouraged the citizens of Skagit County to donate generously to Diaper Bank of Skagit County that distributes diapers to families in need to help alleviate diaper need in communities throughout Skagit County.

Chair Dahlstedt recessed the proceedings at 9:50 a.m. and announced that the Commissioners would be going into an executive session for approximately 1 hour to consider compliance with any required data security breach disclosure pursuant to RCW 42.30.110(1)(a)(ii).

- c) *10:00 a.m. - 11:00 a.m. Executive Session (Consider Compliance with any Required Data Security Breach Disclosure RCW 42.30.110(1)(a)(ii))

Chair Kenneth A. Dahlstedt, Commissioner Lisa Janicki and Commissioner Ron Wesen attended an executive on Tuesday, September 18, 2018 from 10:03 a.m. to 10:50 a.m. The

purpose of the executive session was to consider compliance with any required data security breach disclosure per RCW 42.30.110(1)(a)(ii). The following attorney was present and provided legal advice to Board of County Commissioners: Chief Civil Deputy Prosecuting Attorney Melinda Miller. Other attendees: County Administrator Tim Holloran, Senior Human Resources/Risk Analyst Donnie LaPlante, Information Services Director Mike Almvig, Assistant Director Peg Bodin (IT Audit, WA State Auditor's Office), and Assistant Director of Performance Audit (WA State Auditor's Office).

Chair Dahlstedt announced that the executive session had ended at 10:50 a.m. and that no action had taken place.

d) 11:00 a.m. - 11:30 a.m. Information Services - Mike Almvig, Director:

Chair Dahlstedt reconvened the proceedings at 11:00 a.m.

1. Presentation from the Office of the Washington State Auditor Regarding Security Audit Report

Information Services Director Mike Almvig introduced Assistant Director of IT Audit, Washington State Auditor's Office Peg Bodin.

Ms. Bodin stated that in 2015 the Washington State Auditor's Office offered local governments the opportunity to participate in a performance audit focused on IT security. Skagit County volunteered for the audit with the support of County management. Ms. Bodin said that the Skagit County audit was the second IT audit of local government that the Washington State Auditor's office had performed.

Ms. Bodin said that the scope of the audit focused on IT security policies, standards and procedures and how they aligned with leading practices, how the County implemented effective IT security practices to protect its information.

She said that two sets of subject matter experts were brought in to perform the audit. The experts compared Skagit County's IT security procedures, practices to leading practices and vulnerability and security testing.

Ms. Bodin also reported that in conducting the analysis the experts also reviewed documentation and conducted interviews with County staff.

Ms. Bodin recommended that the County continue remediating identified gaps; revise the IT security policies and procedures to more closely align with leading practices and create a role dedicated to IT security.

The Commissioners voiced their support to provide ongoing IT security training to County employees.

Chair Dahlstedt recessed the proceedings at 11:13 a.m.

2. Public Hearing to Consider Testimony Regarding a Washington State Auditor Performance Audit Report

Chair Dahlstedt opened the public hearing. Seeing no public testimony forthcoming, Commissioner Janicki made a motion close the public hearing which was seconded by Commissioner Wesen. The vote passed unanimously.

e) 11:30 a.m. - 11:45 a.m. Board of County Commissioners:

Chair Dahlstedt reconvened the proceedings at 11:30 a.m.

1. County and Individual Success Stories

There was no one present to provide County and Individual Success Stories.

2. Public Comment Period

There was no one present to provide public comment.

3. Miscellaneous Announcements

Announcements:

Skagit County Fairgrounds Garage Sale, Antiques & More taking place on Friday, September 21 and Saturday, September 22, 2018.

Skagit County Proposition No. 1 Freeholder Election on the ballot on November 6, 2018.

f) *1:30 p.m. - 3:00 p.m. Work Session with Public Health

Chair Dahlstedt convened the work session at 1:30 p.m. The purpose of the work session was to discuss the Stabilization Campus.

Attendees:

Commissioner Lisa Janicki

Commissioner Ron Wesen

County Administrator Tim Holloran

Public Health Director Jennifer Johnson

Public Health Human Services Manager Rebecca Clark

Facilities Director Dan Fitting

Executive Director, North Sound Behavioral Health Organization Joe Valentine

Howard Consulting, Roger Howard

Administrative Assistant, North Sound Behavioral Health Organization Lisa Hudspeth

BCRA, Jim Wold

Pioneer Human Services, Hilary Young

An audio recording of the work session can be obtained by contacting the Skagit County Commissioners' office.

III. ADJOURNMENT:

Chair Dahlstedt adjourned the proceedings at 3:00 p.m.

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

Kenneth A. Dahlstedt, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

ATTEST:

Clerk of the Board