

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, March 22, 2016, 9:00 a.m.
Commissioners' Conference Room
Benton County Courthouse, Prosser, WA

Present: Chairman Shon Small
Commissioner Jerome Delvin
Commissioner James Beaver
County Administrator David Sparks
Clerk of the Board Cami McKenzie

Benton County Employees Present During All or a Portion of the Meeting: Deputy Administrator Loretta Smith Kelty; Adam Fyall, Sustainable Development Manager; County Engineer Matt Rasmussen; Assistant County Engineer Robert Blain; DPA Ryan Brown; Auditor Brenda Chilton; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; Treasurer Duane Davidson; Lexi Wingfield, Personnel Manager; Sandi Maine-Delepierre, Risk Manager; Mike Shuttleworth, Planning Manager.

Approval of Minutes

The Minutes of March 15, 2016 were approved.

Consent Agenda

MOTION: Commissioner Beaver moved to approve the consent agenda items "a" through "hh". Commissioner Delvin seconded and upon vote, the Board approved the following:

Facilities

- a. Contract w/Testcomm, LLC to Retest & Balance Hot Water System @ the Jail

Human Services

- b. Surplus of Personal Property
- c. Authorizing Chair to Sign Substance Abuse Treatment Amendments w/Subcontractors
- d. Contract w/Nueva Esperanza Counseling Center for Shelter Plus Care Program

Information Technology

- e. Purchase of Cisco Telepresence Video Conferencing Device Setup From Cerium Networks

Juvenile

- f. Line Item Transfer, Fund No. 0000-101, Dept. 138
- g. Flat Monthly Payments for 2015/2016 Operations Budget & Facilities Budget

Office of Public Defense

- h. Terminating Juvenile Public Defense Services Agreement w/H Villani
- i. Terminating Juvenile Public Defense Services Agreement w/C Bennett

- j. Terminating Juvenile Public Defense Services Agreement w/K Oldfield
- k. Terminating Juvenile Public Defense Services Agreement w/L Mapes
- l. Terminating Juvenile Public Defense Services Agreement w/J Briggs
- m. District Court Public Defense Agreement w/J Briggs
- n. Terminating Juvenile Public Defense Services Agreement w/D Purcell
- o. Terminating Juvenile Public Defense Services Agreement w/A Rado
- p. Public Defense Compensation for A Rado on District Court Arraignment Dockets
- q. Public Defense Compensation for E Scott for Assisting J Chambers in Superior Court
- r. Terminating Superior Court Public Defense Services Agreement w/S Ajax
- s. Terminating Superior Court Public Defense Services Agreement w/S Silverthorn
- t. Terminating District Court Defense Agreement w/K Page
- u. Terminating Superior Court Public Defense Services Agreement w/S Johnson
- v. Terminating Adult Drug Court Public Defense Services Agreement w/S Johnson
- w. Terminating District Court Public Defense Services Contract w/S Johnson
- x. Terminating District Court Public Defense Contract w/H Pederson

Parks

- y. Purchase & Sale Agreement w/Mark Ufkes and Friends of Badger Mountain for Purchase of Property on Candy Mountain

Prosecuting Attorney

- z. Collective Bargaining Agreement for Juvenile Detention Unit

Public Works

- aa. Clarification for Resolution 2016-191 Approving Assessment for County Road Improvement District No. 21
- bb. Contract w/Central Washington Asphalt, Inc. for Bituminous Surface Treatment 2016
- cc. Purchase of Traffic Sign Materials from Newman Signs, Inc.
- dd. Purchase of Rugby Dump Body Flatbed from Northend Truck Equipment, Inc.
- ee. Purchase of Tires From Pasco Tire Factory
- ff. Contracts w/American Rock Products, Inc, Central Manufacturing, Inc., Granite Construction Company, Inland Asphalt Company and O.L. Luther Co., Inc for Surfacing Materials

Sheriff

- gg. Salary Request Statement

Superior Court

- hh. Line Item Transfer, Fund No. 0000-101, Dept. 138

Presentation - Community Action Connections for Community Needs Assessment & Inventory of Community Assets

Judith Gidley, CAC, said one of their funding requirements was that they complete a needs assessment every five years. She introduced Eileen Grigsby who assisted with that process and would give the Powerpoint presentation. Ms. Grigsby summarized the needs assessment conclusions as follows:

- Importance of assessment, including needs and gaps in service, as well as fulfill the requirements of funding sources
- 2014 stats for services

- Community Overview (US Census)
- Poverty and indicators by region; rental housing costs
 - Needs assessment; survey participant demographics and household needs summary
- Inventory of Community Assets
 - Agencies and organizations
 - Community services provided
- Top needs identified
 - Housing assistance
 - Help with short term shelter assistance (day shelters for families and emergency shelter)
 - Energy assistance
 - Dental services
- Barriers and Coping Mechanisms
- How CAC addressed needs in PY 2014
- What else can be done

In response to the needs assessment, CAC was developing and opening a day center for homeless families to go to during the day (identified as one of the number one needs). They planned to open with no debt and enough money to operate the first year and would be asking Benton County for assistance with the security system and computer needs.

Personnel Resources Department Update

Lexi Wingfield and Sandi Maine-Delepierre (present) and Tammy DuFault and Karlee Ainsworth via/video conference updated the Board on Personnel Resources Department as follows:

- Risk Management – Recordables
 - New tracking system - incidents, injuries and vehicle accidents (overall and by department)
 - Re-implemented risk management team (talking about higher level risk issues)
- Tort Claims – 2015
- Accomplishments & Future Plans
 - Training, revising policies, new accident prevention program; new safety committee
- Civil Service
 - Applicants (392) and 18 new employees hired
 - Increased oral board days (20)
 - 2015 increase due in part to public safety sales tax that was passed
- Personnel Statistics
 - Average Employees (638)
 - Employees that left employment and new hires
 - Neogov job postings; online applications
 - Salary surveys
 - Public Records Requests
- Accomplishments & Future Plans
 - Wellness Challenges

- Insurance Committee
- More user friendly and electronic
- Updating Policies

Other Business

Matt Rasmussen said he received a request from the City of Richland for a letter in support of their TIGER grant application for the Duportail project. The Board agreed to have it on the consent agenda the following week.

Chairman Small said they would recess for approximately five minutes and reconvene for an executive session. DPA Mr. Brown said it would be approximately 30 minutes and he did not anticipate the Board would take any action after the executive session.

The Board briefly recessed, reconvening at 10:15 a.m.

Executive Session – Pending & Potential Litigation

The Board went into executive session with DPA Ryan Brown at 10:15 a.m. for 30 minutes initially to discuss pending and potential litigation. Also present were David Sparks, Loretta Smith Kelty and Cami McKenzie. The Board came out at 10:46 a.m. Mr. Brown stated the Board discussed pending and potential litigation; no action was taken.

Vouchers

Check Date: 03/15/2016

Payroll Draw Checks
 Warrant #: 239479-239482
 Direct Deposit #: 112591-112771
 Total all funds: \$100,360.02

Payroll Draw Deductions Transfers
 Taxes #: 101160315-101160316
 Total all funds: \$33,102.48

Check Date: 03/18/2016

Transfers #: 03181601-03181609
 Total all funds: \$1,506,197.89

Warrant #: 136439-136633
 Total all funds: \$1,039,391.88

Total amounts approved by fund can be reviewed in the Benton County Auditor’s Office.

Resolutions

- 2016-209: Contract w/Testcomm, LLC to Retest & Balance Hot Water System @ the Jail
- 2016-210: Surplus of Personal Property
- 2016-211: Authorizing Chair to Sign Substance Abuse Treatment Amendments w/Subcontractors
- 2016-212: Contract w/Nueva Esperanza Counseling Center for Shelter Plus Care Program
- 2016-213: Purchase of Cisco Telepresence Video Conferencing Device Setup From Cerium Networks
- 2016-214: Line Item Transfer, Fund No. 0000-101, Dept. 138
- 2016-215: Flat Monthly Payments for 2015/2016 Operations Budget & Facilities Budget
- 2016-216: Terminating Juvenile Public Defense Services Agreement w/H Villani
- 2016-217: Terminating Juvenile Public Defense Services Agreement w/C Bennett
- 2016-218: Terminating Juvenile Public Defense Services Agreement w/K Oldfield
- 2016-219: Terminating Juvenile Public Defense Services Agreement w/L Mapes
- 2016-220: Terminating Juvenile Public Defense Services Agreement w/J Briggs
- 2016-221: District Court Public Defense Agreement w/J Briggs
- 2016-222: Terminating Juvenile Public Defense Services Agreement w/D Purcell
- 2016-223: Terminating Juvenile Public Defense Services Agreement w/A Rado
- 2016-224: Public Defense Compensation for A Rado on District Court Arraignment Dockets
- 2016-225: Public Defense Compensation for E Scott for Assisting J Chambers in Superior Court
- 2016-226: Terminating Superior Court Public Defense Services Agreement w/S Ajax
- 2016-227: Terminating Superior Court Public Defense Services Agreement w/S Silverthorn
- 2016-228: Terminating District Court Defense Agreement w/K Page
- 2016-229: Terminating Superior Court Public Defense Services Agreement w/S Johnson
- 2016-230: Terminating Adult Drug Court Public Defense Services Agreement w/S Johnson
- 2016-231: Terminating District Court Public Defense Services Contract w/S Johnson
- 2016-232: Terminating District Court Public Defense Contract w/H Pederson
- 2016-233: Purchase & Sale Agreement w/Mark Ufkes and Friends of Badger Mountain for Purchase of Property on Candy Mountain
- 2016-234: Collective Bargaining Agreement for Juvenile Detention Unit
- 2016-235: Clarification for Resolution 2016-191 Approving Assessment for County Road Improvement District No. 21
- 2016-236: Contract w/Central Washington Asphalt, Inc. for Bituminous Surface Treatment
- 2016-237: Purchase of Traffic Sign Materials from Newman Signs, Inc.
- 2016-238: Purchase of Rugby Dump Body Flatbed from Northend Truck Equipment, Inc.
- 2016-239: Purchase of Tires From Pasco Tire Factory and Commercial Tire Factor
- 2016-240: Contracts w/American Rock Products, Inc, Central Manufacturing, Inc., Granite Construction Company, Inland Asphalt Company and O.L. Luther Co., Inc for Surfacing Materials
- 2014-241: Line Item Transfer, Fund No. 0000-101, Dept. 138

There being no further business before the Board, the meeting adjourned at approximately 10:46 a.m.

Clerk of the Board

Chairman