

**Board of Okanogan County Commissioners
(BOCC)
February 4, 2020**

Jim Detro – JD (BOCC)	Naomi Peasley – NP (Fair Events)
Chris Branch – CB (BOCC)	Maurice Goodall – MG (Emergency Mgmt)
Andy Hover – AH (BOCC)	Mike Worden – MW (Dispatch, Sheriff's)
Josh Thomson – JT (Public Works)	Dan Higbee – DH (Building)
Joe Poulin – JP (Maintenance & Fair Grds)	George Thornton – GT (Citizen, County Watch)
Angie Hubbard – AHu (Interim Planning)	Tony Hawley – TH (Sheriff)
Laleña Johns – LJ (BOCC Clerk)	Aaron Culp – AC (Asst. Sheriff)
Kelly (BOCC Asst. Clerk)	? – (Central Service)
David Gechas – DG (Civil Att.)	Larry Gilman – LG (Assessor)
Tanya Craig – TC (Risk Manager)	Annie Lyons – AL (Noxious Weeds)
Shelly Keitzman SK (HR)	Charlene Groomes - CG (Clerk's Office)
Leah McCormick – LM (Treasurer)	Susan Speaker - SS (Clerk's Office)
Cari Hall – CH (Auditor)	Arian Noma – AN (Prosecuting Attorney)
Lisa Schreckengost – LS (Deputy Auditor)	

Notes are impressions and interpretations of the note taker. Every attempt is made to assure accuracy. Specific comments by the note taker are in italics and not part of the official record or intended in any way to be other than the impressions of the note taker.

For the officially approved minutes of the Board of Commissioners' meetings; (normally published at a later date), see www.okanogancounty.org.

Summary: **Civil Attorney:** Records requests, New Fair documents, Yakama Nation needs, **Interim Planning Director:** Planning Commission, More Fully Planned Sub-Unit process, Comp Plan general policy & goals, WRIA 49 add alternates, **Fair Events:** Fee schedule review, new contracts, costs of kinds of events, Enlarged old photos with barnwood frames, Work in kind process for youth and low income, **Risk & HR:** Draft resolution on Fair handling of cash, Union agreement for the Road Dept, BOCC **Exec. Secretary:** Records request, Grant Writing USA workshop, **Dispatch:** Dispatch advisory board, Contract agreements from sub districts, Project Manager position, Dispatch conversion to Enterprise Fund, Costs to sub districts are based on call volume, Equipment @ Tunk & Coulee Dam, Screening for Coronavirus on 911 & EMS calls, Standards of performance, State of Dept. of Corrections, **Public Works:** Road & Maintenance, Purchasing policy revision, Service Truck purchase, CRAB RAP projects, Public Works projects - WRIS NEB, Miller Pit acquisition, **Public Comment:** None, **Miscellaneous:** BOCC travel stipend, **Fair Queen Whitney Wilson Fair Improvement Project:** Cleanup, re-build & use of unused Beef Barn as a "Little Beef" barn, **Building Dept.:** Staff job descriptions & wage scales

BOCC: AH, CB – JD absent. Staff: AHu, DG, NP (9:40)

DG (Civil Attorney)

- Working on **Records requests** – JT has 3, new records request
- Fielding questions from Planning & Auditor
- Reviewing **New Fair documents** (contracts) – they look good.
- Discussion of working with the **Yakama Nation and their needs** for direct government to government private talks. Due to constraints on BOCC by Open Meeting laws this is not possible. AH can only discuss issues and then bring proposals back to whole BOCC for decision

making. Due to limits there will always be back and forth with intermediaries then decisions made later.

- Discussion of ability to meet in a private session. Gov't to Gov't does not make any criteria to Exec. Session.
- AH more than willing to go to the Yakama and meet. Just not able to make a decision without return to full BOCC. BOCC is very limited in traveling out of County and having a quorum.

AHu (Interim Planning Director)

- **Planning Commission (PC)** met Monday. AHu felt good progress was made.
- AH asking whether need for putting a “**More Fully Planned Sub-Unit**” process into the new update to the Comp. Plan. PC heard and agreed with the need. CB agrees. Need to have a general framing of a process – Citizen advisory committees are already provided for and have existed in the past. Need to acknowledge their work. They help develop goals and policies for the earlier Comp Plan.
 - What guarantees for representatives for the process?
 - CB offers an example of a representative selection process that was too cumbersome to implement.
- Ch. 2 of current County Code suggests 50% of voters, 2/3 land owners of a sub-unit to authorize.
- Need to recognize that the **Comp Plan is general policy and goals**. Zoning is developed from those goals & policies.
- Need to be flexible to deal with future.
- **WRIA 49 add alternates**: John Culp, City of Okanogan & George Braden, Econ. Alliance. Need to consider official alternate for BOCC. Motion to appoint as alternates. Passed.
- Thursday, 2/6 WRIA meeting at 6:00 pm.

NP (Fair Events)

- Treasurer asked that a resolution be updated (Res. 23-2014). TC has a re-write developed last year and will send to the BOCC with updated dates for review.
- AH – passed on that DG was felt good about contract forms from NP.
- **Fee schedule review, new contracts, costs of kinds of events** at Agriplex & Annex all under review.
- **Enlarged old photos with barnwood frames** being prepared for display at Annex.
- Asking about a **Work in kind process for youth and low income** to pay for use of Fair facilities. Need to set a fair rate for the reimbursement rate. Details need to be spelled out in an agreement (X value for X work) and passed by DG.

TC (Risk & HR)

- Will forward **Draft resolution on fair and handling of cash**.
- Feb. 10 – vote on **Union agreement for the Road Dept.**
- Mediation to be in Seattle has been rescheduled to April 9.

LJ (BOCC Exec. Secretary)

- There has been a **Records request** for Tonasket EMS agreement with Lifeline, also same person requested same info about Oroville Rural EMS & Lifeline – says did not receive those materials. LJ has record of sending those out. Apparently wants to set up a group of first responders to do work of current Lifeline. Not sure how this would work. CB – would need to get approval from State Public Health even if could get a program proposal together.

- CB – need to always cc DG whenever LJ is responding to a public records request. Notice recent suit by Hood.
- **Email from Grant Writing USA** – 2-day workshop at Newman Lake. Passed onto departments for their consideration. \$455 tuition – access to forum, 200 sample grants, workbook. Topics include “Where’s the money?”, Where to look, How to write.
- Next week Roger Rylander wants to come to BOCC.

MW (Dispatch)

- Costs to sub districts will be implemented in 2021
- **Dispatch advisory board** has met once and will meet Wednesday 1 - 3 pm.
- **Contract agreements from sub districts** – 8 have been signed and returned. Currently 28 sub districts on the list so good for only one month.
 - 2 of the districts are Tonasket & Oroville EMS. BOCC is the board for those districts. The contracts between Dispatch and these districts have been sent. The BOCC needs to convene and respond to the contracts. BOCC asks Clerk of Board to set a meeting time for Tonasket & Oroville EMS for discussion of the Dispatch contracts. May bring in the contractor for services.
- New Dispatch person in training, another coming. Looking at full staffing by Summer.
- Advisory Board - need to fill vacant positions, main features of proposed buildout,
- Considering if a **Project Manager position** for the upcoming buildout. MW relates other counties have had problems to clean up when their dispatch undertook a major buildout. Where a project manager involved less so. MW feels he is aware of major issues but feels not best person to manage such a detailed effort. BOCC appreciates input.
 - Nuts & bolts on how to do build out, adequate financial controls and more are concerns
 - MW is preparing a budget for the Advisory Cmte to consider, when approved then to BOCC for consideration for normal County process.
- Next year will move **Dispatch over to an enterprise fund** in County budget. Revenue to come from payments for service from sub districts & levy. Concern over small entities and input on the Dispatch Advisory Board. AH asking in the Sheriff’s Dept. got a contract for services – MW no. Need to do so. Sheriff needs to put into their budget and pay for service like other entities.
- **Costs to sub districts are based on call volume.** As Dispatch Advisory Cmte will be representative of users all districts would need to work with their representatives. If a district isolates itself for any reason it would be on them to communicate with their representative on the Advisory Cmte.
- Have funds from levy to replace **Equipment at Tunk & Coulee Dam.** Working on Dispatch consoles – conversion from Windows 7 to 10.
- Have procedures for **Screening for Coronavirus on 911 & EMS calls.** Need to take precautions to limit possible contagion. None in area at this time.
- Need to look at next budget schedule – need to be able to show the Dispatch services are meeting **Standards of performance.** Will need to provide for that oversight and checking on performance. MW would like another position to fulfill that need for quality assurance. AH – needs to work with Unions upfront. Would want oversight particularly at the busiest times. Not another supervisory position, thinking about what the position would look like.
- Will have a conversation next week with the **State of Dept. of Corrections** for dispatch needs when employees sent out to do home checks. Volume of calls might be similar to City of Tonasket. Consideration is how to bill. Another entity under contract with representation on Board or simply bill for volume of calls?
- CB – there is a collaborative kick-off for Crisis Intervention Management. Would be good for Dispatch to attend.

TC (Risk & HR)

- Advises that **new Planning Director has declined offer**. He has taken another job.

JT (Public Works)

- **Road & Maintenance:** had been thinking about road restriction due to thawing but recent cooler weather has pushed that back.
- **Purchasing policy revision:** A couple of modifications and have been sent to BOCC. If OK will send out to Dept. Heads.
- **Service Truck purchase:** Current vehicle is a 1-ton Ford PU with a utility canopy. It is inadequate for task and have been looking for a replacement of some kind. New replacement cost is at least \$130,000 and that would be small for needs. Have been monitoring used market. Found a used vehicle that fits needs – AH needs to know if the welder on the truck is adequate for needs. JT will check. Cost is much lower. CB – also need to check on boom certification – much more involved. Checks completed and a resolution is prepared to purchase. Resolution 19-2020. Approved.
- **CRAB RAP project preliminary prospectus:** 2 projects are submitted, likely only one will be approved. Both on County Hwy 7 south of Malott. Goals is for all of Hwy 7 an all-weather highway.
- **Discussion of Public Works projects that may qualify for WRIS NEB** consideration. Some possibilities on Salmon Creek. Need to submit to WRIA & Aspect Consulting to be put on the list for consideration.
- All **documents on Miller Pit acquisition** completed. Will have on the Consent Agenda next week.

Lunch

Public Comment: None

Miscellaneous

- Discussion with AH & CB of **BOCC travel stipend**. Within County compensation and out of County reimbursement, ER & R vehicle costs as a measure, rental car cost as a measure.

2:00 Presentation of **Fair Queen Whitney Wilson Fair Improvement Project**.

- **Cleanup, re-build and use of the old unused Beef Barn as a “Little Beef” barn** for bottle baby calves (Calves being hand raises by young children).
 - o Would avoid mixing with adult steers – dangers of being stepped on
 - o Open space for large steer expansion, add space for easier movement
 - o Encourage more younger children involvement
 - o Space is currently an attractant for problems.
 - o Detailed out steps to accomplish, support and help (people, funding, sponsorships, family contributions). Sequence of project and details. Volunteering to be Superintendent for barn.
 - o AH – all volunteers need to go through HR to set up L & I. Spare panels from Arena project could be used for effort. CB – need to coordinate closely with NP
 - o BOCC fully supports.

DH (Building Dept.)

- **Staff job descriptions & wage scales**

- Permit Tech & Admin Tech. – job description drafts. Developed in cooperation with TC.
- Permit Tech needs to be certified within one year of being hired. A lot of studying, classes, needs to get CUs.
- Goes over comparison of jobs to other county positions & levels.

Notetaker leaves for other commitments.