

Okanogan County Board of Commissioners
October 25,2016

Present

Jim DeTro - JD, BOCC
Sheilah Kennedy - SK, BOCC
Ray Campbell - RC, BOCC
Kathleen Descoteaux - KD , County Clerk's assistant (taking minutes)
Debbie Hilts - DH, Human Resources
Tanya Craig - TC (Human Resources, Risk Management
Dave Rodriguez - DR, County Coroner
Parry Houston - PH, Planning, Administration

FLSA - FAIR LABOR STANDARDS ACT

Note: Notetaker explanations, comments in italics.

8:58: Discussion of Farm Bureau meeting and the prosecuting attorney from Kittitas who was there, an acquaintance of Perry Huston.

Meeting Begins

9:00 Tanya Craig asks Kathleen to turn the microphones on so the audience can hear properly. She brings the microphone over to herself at the front table.. Lots of laughter. She says she just wants people to be able to hear.

Citizen note taker: Thank you,much appreciated. (People at front table using mice are much easier to hear now.)

Commissioners' Staff meeting: Perry asks Debbie Hilts about some kind of notice. He is not using his mic. (Note: Agenda items reads 9:00 Commissioners' Staff Meeting Executive Session RCW 42.30.110 (1) (d) but there are no indications of an Executive Session at this point.)

Albert Lin enters.

9:02 - Tanya Craig, Human Resources/Risk Management: begins meeting.

We received all of the revenues for criminal \$ 211,000 +. Compiled paperwork for elected official and crime bond.. the one when we were broken into at Ellisforde transfer station.

Credit Cards

Brought to the auditor's attention that here were fraudulent charges on the Home Depot credit charges - someone who picked up a generator in California. Has been turned into sheriff office for investigation. We have suspended the card temporarily. would like to cancel the charge.

BOCC agrees. The Home Depot credit card services wanted to know if we wanted a new card issued.

Found in going through paperwork at fair ground a credit card cross-checking service. We do not use it.

KD - We went to cancel at one time, but they want machinery returned to them that they had sent to the fairgrounds.

TC - Will talk with Maurice. He hasn't used because it costs too much for the public.

PH - Observation - TC is on a run here. I would strip out all the different accounts. One of the problems Lauren has had - impossible to track. Convenient, but if you do not have the credit card - better to have one credit card that they sign out and use, bring receipts back in..

SK -Our policy is that only one person will be the purchaser.

PH - One man's opinion. If we can strip all this out....

TC - Working on doing this. A real management nightmare right now...*more discussion.* Wants cards locked up for use of temporary employees who come and go. They will be responsible for checking out cards, etc.

That's all.

SK - Has Mr. Rains contacted you?

TC - Have left messages, will follow up again.

RC - *whispers to TC. Cannot hear.*

AL - Update on a couple of weeks back. Settlement in Centurylink case has been filed in Grant County. We were named with 37 counties. Dismissed with prejudice. These are only matter for updates this AM. No one has any questions.

Anything else the board needs me for? No. *Leaves.*

Flu Shots

DH - brings mic over. One thing: We have done free employee flu shots for last many years, we are getting ready again. I have had questions as to whether we are doing this.

DK - we take out of medical reserve acct, but now there are a lot of free flue shots.

TC - They charge \$25 per shot ,.county pays. \$2600 per year for employee shots. The \$\$ we pay for shot offsets the employee's time.

SK - Asks if ins. covers it.

TC - normally, but now many sign up for free flu shots.

DT - Rite Aid and Walmart do it.

RC - So why are we paying it?

DH - Laurie asked, because it has been a tradition.

PH - Theory is that the easier you make it, the more people go.

RC - If insurance covers it, why are we paying?

PH - IN years past, couldn't get the vaccine, so gov't employees were the ones who could get it, prioritized. In fact at one point we opened it up for the public.

RC - I would think that ...staff time?

DT - They have to have someone there to administer , at public health. either Laurie or Brian. Does anyone know how many employees took advantage of free deal?

TC - mostly jail, juvenile people - those exposed more to public.

DT - so even though we have offered free program?? They calculate about 1/3.

DH - a few e-mails bout it.

S K- Will see if law enforcement is participating in that. With their hours, it might be hard to get into free areas or the clinic. I can understand that one.

RC - If that's the case, we don't want to hamper their ability.

SK - Could we send an e-mail out that the first option is insurance, and then free, and whoever cannot make it at those times, public health would be available.

DH - Typically during the day for about a week or 4-5 days. Not offered open ended.

SK - Why would they be charging us \$25\$?

TC - Staff time and shots.

SK - we could be spending elsewhere if free elsewhere?

RC - are there certain times at the free places?

TC - DH - They have their hours posted. Manned by 2 nurses for shots, there for about a week. My previous employer had free flue shots.

RC - May not be geared up for (??)

TC - Would you like us to do free research of ins companies and who in town offers free shots, times they offer, etc?

All agree. Want to know how available it is, especially for law enforcement.

Human Resource Issues - Debbie Hilts

Medical benefits

Debbie Hilts - Medical benefits increase received. About \$50 which is 5 1/2 %. (Points to correct spot on the paperwork given to BOCC. Figures are for jail, sheriff, (LEOFF?) employees.

BOCC looks at chart.

FSLA changes

Last thing - regarding FSLA changes going into effect in December for exempt employees and wages (*Passes out info to BOCC and to clerk.*)

DH - We have discussed employees that have been bumped up due to FSLA in December due to almost doubling of salaries for some employees.

Majority of exempt employees meet that criterion. in next 10 years, quid a few exempt employees retiring - the current salary schedule will not reflect that increase, so we will need to bump up salaries as a while.

P. 20 - added s step 30 and taken all exempt employees, places d the on the scale at a monthly wage that matches the FSLA amount. Put names on as well. Haven't had increase in position/ pays in 3 -4 years now. It will be a chunk of \$\$, if we lose anyone, we start them out, they will be in compliance with FSLA ruling. There are some that will be paid a very large increase, but in order to keep it all in line, we will have to do it.

SK - Obviously will not get to the updated salary survey like we were trying to by the end of this year. But by beginning of ht next year, we should be able to do that. Would like to review and talk to DH later.

DH - I pulled some positions from red grade (22) put into grade 30. That person would also have a name change because of what that person does. Came up with a brand new grade 30 as a result of adjustments. Tried to deal with fairness. Did speak with employment law attorney and he agreed. It looks like the best plan at this point. We can talk about it after you have had a chance to look at it. Must be implemented by Dec. 31. 26 States have finally filed a bill to stop this from continuing.

DT - WA state involved? No.

SHR - lobbied against it as well. The increase is horrific, especially for small businesses. People having to reclassify all over the place. A possibility that it could be split in half and spread out over next couple of years. Has been approved. But someone said they could veto it.

DT - problem is that if you do this, and then it fails in court, can't take it away.

Exempt vs Overtime

PH - Take some folks and not make them exempt. Give them overtime.

SK - And there is the problem because we need the dept heads to actually manage this.

DH - One dept head, they go by the month.

PH - If turning in those kinds of hours, they need more people or something,

DH - They had more positions open ...

pH - Those kind of hours are not sustainable. You will not get employee efficiency.

DH - One employee had excessive travel time back and forth to Spokane.

PH - Need to evaluate why. Do we need another staff person?

SK - That much driving comes back to risk management. Not micromanaging. (*Looks specifically at note taker*)

DH - We do have a breakdown of the hours of the dept. They did a breakdown for us. Exactly what the overtime was for. The majority of that office is the big one, others will put in 20 hours per month.

SK - Even overtime can be managed. You have worked 10 hours today, take off early tomorrow. Either we pay the OT or they built up the overtime they have and collect when they leave.

DH - A lot of employees involved.

TC - Do we know how much the total for OT?

DH - Yes.

TC - How does it (cop out?)

DH - About \$5,000 per month for the OT . If we changed them giving OT, would be \$43,000. Making them exempt, \$54,000.

PH - Financial part is only part of it. If you have people cranking out those kinds of hours, we need to know why. Why aren't we bringing in another person? Then you'd have people working 40 hours a week, alleviate safety issues, if it cops out to 80 hours a week, you will kill someone.

If you increase employee safety and productivity, it is a bargain. Those are the sorts of things we ought to be looking at.

I do understand that if you are used to getting overtime, you are loathe to give that up. We need to know how they are cranking out those hours.....if people driving while tired, not good.

Admin staff in Juvie is exhausted - they are still exhausted. Still in a position where they should not be.

SK - Maybe we could call them in and ask why.

DH - Bulk comes from Juvie, prosecuting atty office , clerks' office: 20-27 hours overtime per month, Juvie: 20-40 per month. Juvie broke it down, but prosecuting atty and clerk's office did not.

SK - call them in.

Juvie, prosecutor's , clerk's?

SK - Yes. Especially since we are working on budget now. Civil deputy, auditor, clerk, dispatch , and other.

SK - Start with Juvie and prosecutor's, the big ones.

Planning/Admin

PH - We talked about most everything yesterday. I have 2 public disclosure request today. Also, fairground - putting in protocol for water testing. Advise...you need to set up a routine protocol. We are not egregiously in arrears, but not being done as it should be.

W-2's at end of the year. These are high points of activities. Still have processes, administrative code. Don't know that we have anything remarkable. Getting checklist up for subdivision code, hope to get out this week.

Questions?

RC - Taking a look at the request from Watershed council?

PH - NO. Will hook up with Char about that.

Marijuana - In a similar vein this morning prioritized approached to marijuana compliance. Start with those on Forest Lands and permit challenges - 2 violations so far. Have a few more in current use Agriculture - Dept of Revenue very specific that they do not qualify from tax perspective. Pick up next year and work down the list from there.

Am getting notices out.

I was successful filling the planner's spot internally. Filled that spot.

Admin assistant position - now posted externally. Will work on this. Setting working up routine protocols in re fairgrounds,

Agriplex ..rather than having to have everyone remember these things, make them routine requiring less time. simpler to leave them in place and keep paperwork in terms of budget.

SK - Keep them with county?

Water testing

PH - Keep with my guys. For example water testing...why should the fairgrounds staff worry about that? (*water testing*.) As long as we keep the paper work, that can stay with mine...we are used to having to do a bunch of stuff and rearrange our services. We are used to doing this, so we can arrange the protocols so that if we have Wed/Fri for this stuff...., we'll see if we can pull it off. In the end, it will be routinely in place and we won't have have to catch up.

TC - With not having staff, if we are not in compliance. We can get wells red tagged by the state. Better to have someone on top of it, turning over to someone for a few months (*fair folks*) doesn't make sense.

PH - Has to be done. Essentially would be like a monthly bill. Build it into a routine so we don't have to worry if we have temp employees, etc. an activity you have to do, and do it regularly.

SK - So are we going to utilize the employee throughout the winter?

PH - Haven't done payroll change notices. coming up on timelines. will look at numbers and come back. Immediate repairs that need to be done. May have time left to get these things done.

TC - Have water fixed that belongs to the office.

PH - Can switch the wells back...case in 2003 blowing air into line. Patched that, will go back to domestic well*many other details*. Some suspicion it's caved in below.

RC - It not in a good gravel base and sand is going in, that happens.

TC - Is that line connected to domestic well or irrigation on end of Agriplex?

PH . RC - it was on the domestic. Will get it fixed up ,etc.

RC - For some reason people think they have to back in there.

PH - That valve is smack dab in the center off.....

RC - need to take a look.

PH - In a better world it would be in a different spot, will look.

SK - Just the valve? Can you dig up and move?

PH - That was my suggestion, but it was not met with warmth.

RC - The person working there understands that thing....*on and on*. Many suggestions. We have too many "others"

PH - Too many cooks, etc.

Camping without paying.

SK - Part of benefit is that the one individual lives right there and there was a camper with horses there. We probably didn't collect anything from that. Still a huge benefit of having that person there who can go up and down the hill.

PH - Should we issue notices? (to those using without paying?)

SK - How long has the individual been there?

PH - 6 months.....

SK - But if only using for the hours in the books?

TC - There is a relationship.

lots of muffled debate.

PH - Figure out how much time we have left. Can get some things done.

Checks

SK - Did checks go out? Don't want to ask.

TC - No checks. Will be here today or tomorrow. 3 individuals - couldn't find checks, two have jobs during the day. Can have a signing party, Tracey and (Loma) will help stuff envelopes.Details I don't understand.

RC leaves momentarily.

9:56. Executive Session

SK - WE need to go into executive session for a few minutes.

9:55_ RC returns, SK moves for executive session for 5 minutes, RCW 42.30.1 (d) - with Kathleen.

10:02 Back from Executive session on time.

10:03 - County Coroner Update - Dave Rodriguez

Update

DR: First, I have been coming to you only if there has been a problem; I'd like to touch base now. Next, Perry Houston came in and mentioned that you had asked about the coroner's salary. I have provided a handout here as to that.

The coroner's duties: I continue to do the same this year with some additions. Second, I have made a comparison chart with 3 other counties the same population in Eastern Washington, comparing it with some budget items.

Day to day duties: Everything is going well, proceeding smoothly, with day to day duties. I have two individuals on call when I have to go to Wenatchee for autopsies or training sessions. Occasionally to cut firewood or whatever - and they will cover. They are on-call people who have their own jobs but can cover for me. Has been working fairly well. They are on a contract...not employees.

SK - Who signed the contracts?

DR - Myself and the individuals, at the direction of the auditor's office.

SK - Shouldn't they have been signed by BOCC too?

PH - (*Interjects*) Depends on how it's done, whether professional series or not - don't know how this one is crafted.

JD- Did you run it by the civil deputy?

DR - Don't recall - I used used a cookie cutter type contract.

JD - On all contracts make sure the civil deputy looks at it in the future.

DR — Makes sense. (*Makes note to self.*)

DR - There will be more depth on the budget later, I assume.

Current - budget is contract and line item. Line items are on track.

Overspending - had to make one movement of a couple hundred dollars

Expenditures are progressing appropriately as the percentage of the year goes by. Everything looks fine.

At end of 2015 (DR quotes several sets of \$\$ his department returned to the budget as unused for that year - BOCC looking at the figures on chart he has provided. He is projecting that this year he will return about \$12,000.)

DR - Budget reduction: I have reduced my budget. But there are 3-4 line items in my budget that I have no control over. These depend upon indigent deaths and autopsies. I am committed not to take from that for discretionary line items. I could have a rash of autopsies and have no way to deal with that. This month (September) there were a lot of autopsies.

Change in autopsy guidance: There is a change in guidelines coming out about autopsies for drug overdose. There used to be an opportunity to make a judgment by the evidence seen..for example, an arm with the needle still in, with all other signs of drug overdose - drugs scattered all around, etc.

PH - inserts "keeping in mind HPPA requirement".

DR = The guidelines nationally are now to autopsy all drug OD's. As you know, there is a huge problem with overdoses now.

JD - An unfunded mandate?

DR - Not a mandate - it's a direction from the national organization guidelines on when to autopsy and when not to. It makes an autopsy more defensible when I do it.

DT - When they do the autopsies, in a case that it is 99% drug-related, Can you ...

Overdoses

DR - I can do a blood sample - blood, vitreous, urine....the results I get back are delayed by 6 weeks at least. What I ran into one time ...an obvious drug case...when results came back 6 weeks later, it showed a really low level of drugs. The subject had died of something else. This is the basis of the recommendations. It's not like in CSI, where they go to the bathroom and come right back and there is a result. I'm not sure how this will play out in murders, but in overdoses.....I'm talking what might be different from this year to next year regarding autopsies. It doesn't include a big increase (*in cost*) unless I come back and there are a huge number of OD's that need an autopsy.

DT - We discussed the same thing at the Board of Health. They report to us at our monthly meeting. We realize it's a real problem. They have to have an extra workshop for folks from hospitals, right in town, to...

DR - I participated in this, it was a followup to the original one. Health Dept is the one that rang the bell. I'm glad they did. Narcan, a drug that can be administered to someone overdosing and first responders, ambulance people, police depts are now being issued this drug so that if there is an overdose on an opiate, the Narcan blocks receptors in the body so the opiate doesn't attach to anything in the body ..remarkable. That's changing the situation...even though there are more OD's - they are making an impact on the numbers of those that are dying. The ambulances used to be the only ones that had it... it took a long time to get there, but must be admin-

istered immediately. So they are prescribing it to addicts now (Narcan) It is a very effective drug.

Coroner's duties

Other groups I work with - (*a huge abuse group - didn't get the name*), DOH, Youth Suicide Prevention Coalition - yesterday, for example, I met with a group called the Lookout Coalition - they are putting together an on-call response team when there is an unexpected death... maybe an old person out in the sticks. DR is there trying to figure out what to do with the remaining spouse. This group is getting ready to be called out as volunteers. This is needed all over the county. It's a little awkward at first...in youth suicide prevention, most participants are involved with schools or OBHC....but I am different - they are a little silent when I say I am the coroner - in suicides, I help after a completed suicide.

I had a group of HS students come who wanted to know about the coroner's position I know they went to assessor's and treasurer's offices too. I talked about the kind of calls we go on. Do you want to know about that?

JD - An example?

DR - When we first met (*BOCC, Coroner*) there was a lot of educating about what a coroner goes, calls he goes on. We go on all unexpected and unattended medical deaths in county. This is most of the deaths in the county. Even those that died in hospital after an accident, it's a coroner case - even if they die after 3 days. Anyone who falls in a nursing home and goes to hospital - it's a coroner's case. We have lots - I am at the hospital a lot. I go to natural deaths outside the hospital. Vehicle, plane accidents - last year there was a plane accident the same week as the 3 firefighters' deaths.

Okanogan County highest in E. Wa. in suicides

Overdoses/suicides - We have way more than our share. We (*Okanogan County*) are also extremely high per capita in suicides. **We are second 2nd in Eastern Washington behind Walla Walla county. They get their suicides from the prison. We are therefore the highest in Eastern Washington in suicides (not counting the penitentiary in Walla Walla . I do** drownings, exposure deaths, climbing accidents, deaths from house fires - there was a choking death last week and a kid OD'd on alcohol in Mazama. It is all over the county, not one area or the other, Washington pass to Nespelem....the last house before point of entry had one. Access to some of these places is very interesting too.

I'm just touching bases about what kind of work we do in the coroner's office. Any questions?

Coroner's salary - Next, I'm not clear on what I need to tell you regarding revisiting the coroners' salary

PH - Can I frame this discussion for you? (*DR gives OK.*) Prior to filing for this position, BOCC determined the coroner would be paid at the same rate as other elected officials, but later determined it was a part-time position. The way that was framed was a little odd - rather than

establishing compensation like the rest of the elected officials.....which rippled into to benefits, etc.which has now been resolved.

Legal sidebars - BOCC are prohibited from decreasing salary of an elect official or raising your own salary during your term. But there is nothing legally to prevent you from making this adjustment. *(Note taker may have missed some details here.)*

PH - The info Dave provided is a survey of what other coroners are paid. Should be done same as auditor, assessor, and so forth. Do you want to see additional info in terms of work done previously, or work that was previously been done, or are you comfortable with what you have in front of you?

There is a practice relatively routine throughout the state that you generally establish the compensation before the filing period. This has become practice, The concern is where you say the salary is \$500 per moth and no one applies except the one guy you know is going to apply, and then he gets \$75,000. Everyone knows what they are being paid prior to filing.

In this circumstance, a decision was made that does not match up with the requirements of the office. BOCC determined afterwards that it was a part-time job.

DR - Reminds them of the public meeting that was held on this. 2 people showed up and no one voiced a concern *(unclear to note taker as to whether this meant a concern about adjusting the coroner's salary so it was appropriate - or something else.)*

JD - I think personally in view of the fact that you do so much work and have reported, we should ...(muffled)...with everyone else.

RC agrees that DR should be paid a salary consistent with his work.

SK - Hesitates. Long pause. Body language indicates disagreement. " I think we have said when we had the meeting before that we should address this closer to the next election. Since then, I have been hearing a lot of comments from the public." Clears throat... goes silent. Others wait for her to speak, but she does not.

DR - I recognize the sensitivity of this being brought up during election time. Perry approached me - I am not here on my own initiative.

JD - We understand that.

DR - I wouldn't have picked this time.

SK - It wouldn't have anything to do with an election. *(Doesn't speak further.)*

DR - This is no plan of mine. Perry suggested - so I am here. I have added new information, not drastically different from the last time. I wanted to point out that there was an issue with other departments spending at end of the year - a problem. That wasn't from my office. Everything I did not use went back. A large % of my budget was returned. I remind you that I am the only part-time coroner in the state. For some reason the coroner in Grays' harbor is paid very

low. Other than that , I am the only designated part-time coroner. The number of calls, I have no control over that. Other counties all have the staff....this timing was not of my picking.

SK - I have as much info as I need for the budget discussions. (*Does not reveal what she is thinking. Body language suggests negative feelings.*)

JD - I don't know what kind of comments Sheilah has been getting. I have been getting the opposite, such as " What are you doing to the coroner? He should be an equal."

SK - That decision was made before this current board. Everyone knew what the salary was when they ran for that position. Im hearing that someone is going to report us to L&I for extra hours you (DR) are putting in. I have enough information to read for the budget discussion.

PH - There are two avenues to address this. If it's for immediate action, schedule for a public hearing. If just for 2017 budget, you should just amend the salary chart, and

JD - That was going to be my input.

RC - I agree. . I will bring it up during the budget discussion.

PH - If part of 2017 budget, it is announced with that.

(All agree it will be in with the rest of the budget rather than a separate public hearing.)

JD - at 11:00 ...will this next session be a phone call?

KD - he has an afternoon time as well. (not on agenda.)

BOCC - Looking at documents.

10:35 - TC enters asks for time. got ahold of Kurt on cell phone re tree on tracks other side of fairgournds Min of \$350 an hour for stump grinder, etc. He said it would be much cheaper to find a way to burn the tree He knows the tree - Skirko services cut it. It will take a very long time for stump grinder. Talking hours.

SK shakes her head. He needs to go and look at an estimate. It will smolder for months if we butn it. We need it out of there and never allow that again. He needs to look at the pile. She thinks there was stuff he could grind with stump grinder.

RC - Yes. Take the tree out of the equation -

JD - *another suggestion I couldn't hear.*

10: 39 -JD leaves.

11:04 - JD returns, SK makes motion to go into "Closed Session," RCW Union RCW 42.30.140 (4)(b) For probably 20 minutes.

11:27 - Executive Session announced for 10 more minutes.

11:38 - JD - Back on time, one minute ago.

BOCC busy looking at documents again , computers, or (JD) cell phone.

11:48 - DeTro showing RC something on is cell phone - mumbles, RC nods...and it say "There are more and more reports of this happening and it is always the Republican votes that are being changed to democrat votes."

12:00 - DeTro shares something with RC on his cell phone, then leaves. (presumably for lunch?)

KD leaves.

12:03 - SK leaves.

12:04 - RC still reviewing documents. Leaves about 12: 04)

12:08 - SK returns, leaves a minute or so later. Returns again immediately,, reviewing documents.

12:20 - *I ask Sheilah if things are adjourned until 1:30 and she nods her head.*

Note taker leaves.