

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of August 8, 2011

According to staff notes, the following items were discussed.

Monday, August 8, 2011

9:00 A.M.

Auditor's Office – Theresia Ehrich

Commissioners Ring Erickson, Sheldon and Lingle were in attendance.

The following items were reviewed:

- July financial statements.
- Recaps of the Sales & Use Tax .09 Fund, REET 1 and REET 2.
- Recap of the Sheriff's Office budget.
- Employee medical benefit options were discussed. Cmmr. Ring Erickson has learned of a new program through WSAC and she will pass the information on to Karen Jackson in Human Resources for consideration.

9:15 A.M.

Central Operations - Diane Zoren

Commissioners Ring Erickson, Sheldon and Lingle were in attendance.

The following items were reviewed:

- Diane is on vacation next week – 8/15 – 8/19.
- Federal Secure Rural School program – Title II & III money. The Commissioners need to adopt a resolution by mid-September to designate the payment formula. Diane will request more information from WSAC.

9:45 A.M.

Health Services – Vicki Kirkpatrick

Commissioners Ring Erickson, Sheldon and Lingle were in attendance.

The following items were reviewed:

- Memorandum of Understanding with Planned Parenthood of the Great Northwest
The Director provided the Board with information about what the MOU is between the Health Department and Planned Parenthood. It will be coming before the Board for signature on Tuesday, August 9, 2011. There is no money involved in the MOU.
- Non-Monetary MOUs
The Director requested that the Board allow the Director to sign non-monetary Memoranda of Understanding when they are consistent with the mission and services of the health department. All three Commissioners expressed their support for the request.
- Regional Health Improvement Collaborative Summit – August 15 – Who Will Attend?
The August 15 meeting is a follow up to the meeting that Commissioners and health department staff from Thurston, Mason, Grays Harbor, Lewis and Pacific Counties along with other partners attended in Clark County to learn about the collaborative they are pursuing relative to creating a regional health care authority. This work is related to the implementation of the Affordable Care Act. Both Commissioner Ring Erickson and Commissioner Lingle plan to attend. Commission Ring Erickson asked the Director to follow up with the Washington State Association of Counties to ensure they are aware that this meeting is scheduled.
- Replacing Environmental Health Specialist
The Health Department requested the authority to recruit and hire an environmental health specialist to replace one of the two positions vacated this year. After some discussion, the Commissioners authorized the health department to recruit and fill an environmental health specialist.
- Riverhill Property – Posting for Non-occupancy
Staff updated the Board on the status of the on-site problem on property in Riverhill. The property was posted for non-occupancy last week. The health department is working with the Prosecutor's office on next steps if the property owners refuse to leave.

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- News Release – 1/10th of 1% for Mental Health, Chemical Dependency, and Therapeutic Courts Task Force.
The Director requested permission to read a news release at the August 9th Commission meeting to let the public know the dates, times, and locations of Task Force meetings and public open houses. The Commissioners authorized the Director to read the news release at the August 9th meeting.
- Housing and Ending Homelessness – County Mandate
The Director discussed with the Board that with the new housing program and funding for “Housing and Essential Needs” (HEN) which replaced the General Assistance Unemployable (GAU), and the ongoing mandate to end homelessness, it may be time to consider the County taking a more active role in housing and homelessness. While there are many programs and services in Mason County, there is no one entity providing oversight and evaluation for the tax dollars being expended. It may be time to review the Homelessness Plan to determine if it needs amendment and to report on any progress towards ending homelessness that has been made. The Director, together with the Executive Director of Mason Matters, will begin to have those conversations with the stakeholders. The Director may also recommend, at some point, that the County be the agent to manage the new HEN program if adequate resources can be identified to take it on. Commissioner Ring Erickson requested a report that provides an overview of what funds come into the County for housing and homelessness, the criteria for the expenditure of those funds as well as how the allocation decisions get made and who makes them. Who holds the vision/big picture and assures that the funds are achieving their intended purpose?
- Accrued Leave Liability
The Director and Finance Manager talked with the Board about whether or not it is the Board’s intent to have the health department bear the cost of substantial accrued leave payouts when an employee retires or leaves the service of the County. Staff explained that unlike Utilities (which is an enterprise fund) and Public Works (which has its own property tax levy), the health department, while a separate fund, cannot retroactively bill its many grants and fees for leave payouts. That leaves only the general fund contribution to the health department to bear that cost. For employees with high leave accruals, we would have to reduce our operating budget significantly to cover the cost. After discussion, the Board affirmed that the accrued leave payouts for health department employees retiring or leaving County service should be paid from the County’s Fund for Accrued Leave; not from the health department’s operating budget.

10:00 A.M. BREAK

10:15 A.M. Department of Community Development – Barbara Adkins
Commissioners Ring Erickson, Sheldon and Lingle were in attendance.
The following items were reviewed:

- Historic Preservation Commission – Grant Applications
Two applications were received and approved by the Historic Preservation Commission. HPC is now recommending final approval by the Board of County Commissioners. Staff requesting permission to place approval of the grants on Board’s August 16, 2011 Action Agenda. Commissioner questions and comments included whether or not the applicants would be in attendance at Board meeting; are there other groups interested in these grants; and how is the word getting out that this money is available.
- Shoreline Master Program Update
Open house in Union was successful. Over 100 people in attendance. Feedback continues to be received (surveys) and flyers informing citizens about the process continue to be distributed. Commission questions and comments included discussion of an article by Angela White from the Olympic Master Builders criticizing the current process.
- Other Business

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Barbara will be on vacation the week of August 15, and has asked Emmett to be available to staff should they need anything.

Interlocal Agreement with Mason County Fire Chiefs Association on August 9, 2011 Action Agenda. The Association did not sign the contract at their last meeting and will not reconvene until September 12. In the interim, a letter has been received from Chief Burbridge stating that fire investigation services will continue to be provided to the County at no charge.

- 10:30 A.M. Public Works - Charlie Butros/Brian Matthews
Commissioners Ring Erickson, Sheldon and Lingle were in attendance.
The following items were reviewed:
- Bid award to Xiologix LLC. out of Tualatin, OR for the computer equipment and server to support the new financial system in the amount of \$52,178.03.
 - Recognition of Karen Dowlings "Professional Finance Officer Award"
 - Chuck Greninger status
 - Project status
 - Chipseal and striping program
- 11:00 A.M. Utilities & Waste Management - Emmett Dobey
Commissioners Ring Erickson, Sheldon and Lingle were in attendance.
The following items were reviewed:
- Solid Waste Advisory Board Appointments. The Board agreed to appoint both David Baker and Rik Fredrickson to the SWAC.
 - Discussion of office space in Belfair and the possibility of sharing space with the Sheriff. The Board would like to continue to explore the options and they asked that John Keates be involved. Utilities & Waste Management will budget for office space in the 2012 budget.
- 11:30 A.M. Finance Committee
- Members in attendance: Commissioners Lynda Ring Erickson, Jerry Lingle and Tim Sheldon; Lisa Frazier, Treasurer; Karen Herr, Auditor and Theresia Ehrich, staff.
 - Ms. Frazier opened the meeting with an overview of the county finances giving a breakdown of where county money is invested. Current state pool interest rates are 0.18% and federal rate is 0 – 0.25%. Interest earned on our investments is well below budget and will not likely be met. Sales tax revenues for the year are holding steady and are on target with what was anticipated. Cmmr. Sheldon asked if any sales tax had been collected from the Lake Cushman project currently in progress, Ms. Frazier stated "not yet", but she would investigate this matter further. Ms. Frazier also stated that the Treasurer's office does not currently audit sales tax due to a shortage of staffing in her office.
 - Old Business: A contract has been signed with Tyler for a new county financial system and an RFP is currently being written for a Treasurer's financial system. The sale of a \$6,075,000 bond for the Belfair Wastewater and Water Reclamation is scheduled for August 9th at 8:30 a.m. S&P has awarded Mason County an A+ rating because they believe we are heading in the right direction, reserves are holding steady, and there is good operational balance in the county.
 - New Business: Lisa informed the Board that the downturn in REET revenues continues. Theresia presented a Capital Projects spreadsheet for Reet 1 and Reet 2 and discussion ensued on the status of REET projects.
 - Lisa stated her 2012 projected revenues will increase slightly and was hopeful the US government S&P rating downgrade would not affect our county.
 - Pat Swartos, County Clerk, informed the Board she would be having knee surgery the following day and would be out of the office for approximately a week.

BREAK – NOON

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~~1:30 P.M. — Committee of the Whole canceled~~

Tuesday, August 9, 2011

11:00 a.m. Executive Session – RCW 42.30.110 (1) (i) - Litigation
Commissioners Ring Erickson, Sheldon, Lingle met in Executive Session with
Prosecuting Attorney Mike Dorcy, Risk Pool staff, Karen Jackson, Human Resources and
Dawn Twiddy & Shannon Goudy, Risk Management staff to discuss a litigation matter
from 11:06 a.m. to 11:30 a.m.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

Lynda Ring Erickson
Chair

Tim Sheldon
Commissioner

Jerry Lingle
Commissioner