

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of March 3, 2014

According to staff notes, the following items were discussed.

Monday, March 3, 2014

- 8:30 A.M. Executive Session – RCW 42.30.110 (1) (i) Potential Litigation
Commissioners Jeffreys and Neatherlin met in Executive Session from 8:40 a.m. to 9:00 a.m. with Tim Whitehead for potential litigation. Commissioner Sheldon was absent.
- 9:00 A.M. Closed Session – RCW 42.30.140 (4) Labor Discussion
Commissioners Jeffreys and Neatherlin met in Closed Session from 9:03 a.m. to 9:40 a.m. with Bill Kenny. Commissioner Sheldon was absent.
- 9:30 A.M. Auditor – Karen Herr
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.
- Karen Herr, Auditor, briefed the Board regarding staffing in her office. She is in the process of filling the vacated Chief Finance Manager (CFM) position. In the mean time, existing staff will work out of class to perform job duties of the CFM in order to meet the May 30 deadline for the 2013 Annual Report. She is requesting permission to pay out-of-class pay and it can be absorbed in her existing budget.
 - Auditor Herr then brought up the public phone that is in the upstairs lobby that is used by the public and has become a nuisance. She would like the phone removed.
- 10:00 A.M. Support Services - Bill Kenny
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.
- Ownership of Memorial Hall. Cmmr. Jeffreys brought up the concept of the veteran's organization taking ownership of Memorial Hall. Cmmr. Neatherlin is agreeable to the idea but would like to check with legal to see if it would have to be sold and at what price.
 - Operating Guidelines status update. Staff is incorporating changes offered by the Commissioners, will post on the website, circulate to the departments and elected officials and schedule a Study Session in April.
 - Bill Kenny introduced the topic of a compensation strategy. He suggested a study session be scheduled in April.
 - Budget - Frank Pinter reported that he is hopeful to have financial statements by next week. He is working on the indirect cost allocation.
 - Central Operations - Diane reported that the interviews have been scheduled for the Board of Equalization alternative position. Kevin Frankeberger term expires in May and he has indicated he would like to be reappointed.
 - Human Resources - priority is to update the personnel policies.
 - Risk Management - Julie will be attending training the end of March.
 - Emergency Management - variety of workshops have been conducted.
- 10:45 A.M. BREAK
- 11:00 A.M. Public Works - Brian Matthews & Melissa McFadden
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.
- Utilities & Waste Management - Brian Matthews & Tom Moore
- North Bay control system selection.
 - Reminder of the meeting on the Skokomish General Investigation.

Board of Mason County Commissioners' Briefing Meeting Minutes
March 3, 2014

11:30 A.M. Assessor's Office – Phil Franklin
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.

- 2012 Open Space applications were reviewed. A public hearing will be scheduled on April 1.

11:45 A.M. Commissioner Discussion

- Cmmr. Jeffreys brought up the topic of Strategic Planning for a five-year plan. A study session will be scheduled in April to explore the concept with elected officials and department heads.
- Worksource office closure in April.

BREAK – NOON

2:00 P.M. Veterans' Advisory Board – Mike Brown
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.

- Review of the proposed operating policy for the Veterans' Advisory Board which provides relief to indigent veterans.
- Cmmr. Jeffreys brought up the issue of the veteran's taking ownership of Memorial Hall. They asked for financial information on the cost of running and maintaining the building.
- The Stand Down has been scheduled.
- Discussion of veterans services in the north end.

The Board recessed for 20 minutes.

3:00 P.M. Sheriff's Office – Sheriff Salisbury/Undersheriff Barrett
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.

- Memorandum of Understanding with Squaxin Island Tribe & Peace Officer Agreement. Cmmr. Jeffreys asked for copies of the quarterly reports. It's a 10-year agreement, with a cancellation clause and the fee structure was discussed. The MOU and agreement will be placed on the agenda for approval.

3:30 P.M. Commissioner Discussion – there was no discussion.

Tuesday, March 4, 2014

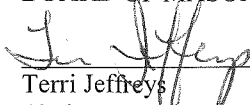
11:00 A.M. Shelton Mason County Chamber of Commerce – Heidi McCutcheon
Commissioners Jeffreys and Neatherlin were in attendance. Commissioner Sheldon was absent.

- Heidi McCutcheon presented the 2013 4th Quarter Tourism Report.

Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS


Terri Jeffreys
Chair


Tim Sheldon
Commissioner


Randy Neatherlin
Commissioner