

**BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES**  
**Mason County Commission Chambers, 411 North 5th Street, Shelton, WA**  
**Week of August 24, 2015**

8:30 A.M.

Superior County Judges Sheldon, Finlay and Goodell  
Commissioners Neatherlin, Jeffreys and Sheldon were in attendance.

- Judge Finlay presented a request for two reclassifications: Therapeutic Courts Office Manager to Program Manager I and Superior Court Administrator reclassification to Salary Range 35. Two positions in Therapeutic Courts are being combined so there would be a savings; additional duties are being assigned to the Superior Court Administrator position for oversight of the Therapeutic Courts.

Bill Kenny stated he had some initial discussion with the judges and HR looked at comparable positions in other jurisdictions and found we are very much out of line with comparable jurisdictions and that District Court and Superior Court Administrators are typically paid the same salaries. He reminded the Board they have had many requests for reclassifications from other offices.

Cmmr. Sheldon noted that the District Court does bring in Probation fees. He supports the reclassifications.

Cmmr. Jeffreys agrees in parity of the two Court admin positions; she wants to see how these positions are funded and if Therapeutic Courts are going to increase, we have to know the long-term funding source. She would like to address the reclassification issues in the 2016 budget process.

Judge Finlay believes the Court Administrator is Current Expense funded. They have grown these Therapeutic Court programs in response to what has been requested. She pointed out the Therapeutic Courts staff person has been doing the additional job duties since July.

Cmmr. Jeffreys provided information on the mental health tax and the various requests for funding. She believes the Therapeutic Courts haven't been totally fleshed out. If the mental health tax goes away, the Therapeutic Courts either go away or are funded by Current Expense. Although she supports the mental health tax, there has not been a solid plan developed.

Cmmr. Neatherlin agrees the Commission needs to have the mental health tax conversation.

Mr. Kenny pointed out the Board sets the salary and they could reclass and revisit if facts change. It is common employment practice that if funding is reduced, the Board can request the expenditures be reduced.

Cmmr. Neatherlin will support the reclassifications for 2015 if the cost is absorbed into existing budgets and will be looked at during the 2016 budget process.

Cmmr. Jeffreys wants to see long term funding information beyond 2015. Cmmrs. Sheldon and Neatherlin support placing the reclassification request on the agenda.

9:00 A.M.

Closed Session – RCW 42.30.140 (4) Labor Discussion

Commissioners Neatherlin, Jeffreys and Sheldon met in Closed Session from 9:00 a.m. to 9:30 a.m. with Bill Kenny for a labor discussion.

9:30 A.M.

Support Services - Bill Kenny

Commissioners Neatherlin, Jeffreys and Sheldon were in attendance.

- Discussion of HB 1013 which authorizes county legislative authorities to hold regular meetings outside the county seat but within the county if they determine that “holding a meeting at an alternate location would be in the interest of supporting greater citizen engagement in local government”. Notice of such meeting must occur at least 30 days in advance and the meetings may occur no more than once per calendar quarter. The Board would like to consider holding regular meetings outside the county seat starting in 2017.
- The Board agreed to increase our liability insurance deductible to \$25,000 per occurrence.
- The approved the Park Hosts at Mason Lake County Park for 2015-2016.
- The Board agreed to amend Resolution 30-15 to correct the real estate commission to 8% per contract.

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- The Board agreed to nominate Jack Shirts to the Pacific Mountain Workforce Development Council.

10:00 A.M. Juvenile Probation-Jim Madsen  
Commissioners Neatherlin, Jeffreys and Sheldon were in attendance.

- Due to upcoming service/programming changes Jim Madsen is requesting that a Juvenile Detention Center lead position be converted to a Detention Supervisor. The Board approved moving this forward.
- Request to change a vacant detention FTE to the Probation office as a new Community Program Support specialist position. This was also approved by the Commissioners to move forward.
- Jim shared information on various grant reductions to Probation Services and he will be making a 2016 budget request. They are down about \$28K in 2015.

10:30 A.M. BREAK

10:45 A.M. Public Works – Erika Schwender & Merilee Kenyon  
Commissioners Neatherlin, Jeffreys and Sheldon were in attendance.

- Board approved disposing the surplus vehicles/equipment that have been replaced or damaged.
- Erika provided a SWAC update. They are currently reviewing Chapter 3 of SWAC Comp Plan.
- Discussion of parcel past the transfer station and possible uses. Erika will request a GIS map of the parcel, any plans for the property and which fund owns the property.
- Erika brought up potential staffing changes at the transfer station.
- Randy brought up transportation issues in the City of Shelton for trucks.

Commissioner Discussion - Squaxin Island property. Cmmr. Sheldon provided history of Squaxin Island property. Steve Bloomfield also provided history of the Island's ownership. Commissioners would like a title search and directed Diane to inform Frank Pinter, Property Manager.

11:15 A.M. Public Health & Human Services – Ben Johnson  
Commissioners Neatherlin, Jeffreys and Sheldon were in attendance.

- Ben Johnson presented information to amend the Mental Health Professionals contract to increase it by \$5,000 for the increased caseload. The Board approved moving this forward.
- Cmmr. Sheldon brought up a complaint on property at 800 Golden Pheasant Road. Public Health is familiar with this property and has been working on the issues.

Commissioner Discussion  
Commissioners Neatherlin, Jeffreys and Sheldon were in attendance.

- Discussion of the Therapeutic Courts.  
Cmmr. Jeffreys expressed the following concerns: how much do we want to grow them; need the 5-year plan; wants caseload assumptions; there is no comprehensive plan.  
The Commissioners could make the directives for the mental health money and not wait for the advisory group.  
The Commissioners discussed scheduling a briefing to include the Budget Manager, Public Health, Sheriff, Judges, Probation and learn the history of the mental health fund and how it is currently being used. They need to get a handle on what the county is doing.  
Cmmr. Sheldon wants to know impacts of therapeutic courts.

The briefing adjourned at 11:35 a.m.

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Respectfully submitted,

Diane Zoren, Administrative Services Manager

BOARD OF MASON COUNTY COMMISSIONERS

  
\_\_\_\_\_  
Randy Neatherlin  
Chair

*Absent*  
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Tim Sheldon  
Commissioner

  
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Terri Jeffreys  
Commissioner