

## BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of March 26, 2012

According to staff notes, the following items were discussed.

Monday, March 26, 2012

- 9:00 A.M. Central Operations - Diane Zoren/Shannon Goudy  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:
- Olympic Regional Clean Air Agency is requesting to attend a Commission meeting to give an overview of their agency. Diane will find a time on a Tuesday meeting agenda.
  - Calendar items – Diane reviewed the proposed schedule to conduct interviews for the Utilities Director, Public Works Director and the Public Defense Administrator.
  - Shannon Goudy reviewed updated to the Public Records Policy. It was noted that the Risk Pool no longer offers insurance coverage for public records so having a current policy and training staff is critical. Additional training has been scheduled on May 3. The updated policy will be placed on the April 3 agenda for approval.
- 9:15 A.M. Assessor's Office – Melody Peterson/Phil Franklin  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:
- Phil Franklin reviewed the 2010 applications received for the Open Space program. These are late coming down from the Assessor's office and an adjustment will be made to the 2012 property taxes after approved by the Commissioners. The application fee is \$250 per parcel and \$125 for transfer requests. A hearing will be set for April 17 for the Board's consideration of the Current Use Open Space and Timberland applications.
- 9:30 A.M. Human Resources – Karen Jackson  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:
- Update on Recruitments: Direction was given by the Commissioners that Human Resources should perform initial screening of applications for the Utilities/Waste Management Director and Public Works Director. Following panel interviews, the top 3 candidates for each position (including the Public Defense Administrator) will proceed to interviews with the Commissioners, and Diane Zoren is coordinating those dates.
  - Corrections CBA: Bargaining unit members ratified the CBA, which is on the agenda for Commissioner ratification on March 27. The 3/27 agenda cover sheet provides a breakdown of the economic changes in the CBA.
  - Public Health and Human Services Director Salary: Follow-up discussion regarding continuance of the public meeting from 2/28 wherein a proposed reclassification of the PHHS Director was raised. Commissioners had committed to addressing the matter in 30 days. Also discussed discontinuance of the director's 2% salary reduction since the PHHS Director is the only remaining director experiencing the pay reduction.
  - Other: HR Director leave requests for medical (self) and family medical appointments in April.
- 9:45 A.M. Sheriff's Office - Sheriff Salisbury/Frank Pinter  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:
- Asked if there were any questions regarding the Sheriff's portion of the Budget Supplemental Request. There were no questions
  - Discussed vehicle needs for 2013 budget year and informed the BOCC that the Sheriff's Office would submit a proposal in coordination with ER&R for funding. Cmmr. Sheldon

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suggested that the proposal incorporate a 3 to 5 year period to cover anticipated needs in outlaying years.

- A need for an offsite Evidence Storage facility for the Sheriff's Office was revisited. Reviewed a proposal that was put forth, in prior years, for utilizing a section of the Public Works Facility for this purpose. The proposal will be updated and will be brought back to the BOCC with details.
- Discussed the cost of false alarms to the Sheriff's Office. Cmmr. Ring Erickson suggested we revisit the proposal submitted in August of 2011 with updates and in ordinance form, with the Prosecutor's review, language to modify the county ordinance.
- It was agreed that the BOCC will have a second briefing each month with the Sheriff's Office.

10:00 A.M. BREAK

10:15 A.M. Public Works - Brian Matthews  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:

- Call for bids for County Road Project 1968 Stimson Creek culvert replacement project and 1969 Little Mission Creek culvert replacement projects will be on the March 27 agenda.
- Reviewed recommendation of the Hearing Examiner granting the Vacation of a Portion of Reservation Road (County Road Number 43130) and all of Skokomish Indian Flats Road for Vacation File No. 378.
- Request the Board accept the recommendation of the Hearing Examiner, granting the Vacation of a Portion of the old Capital Hill Road, Vacation File No. 379.
- A resolution declaring a parcel of real property to be surplus to the needs of Mason County and approving the sale of the parcel located off Cascade Road to Charles E. Boettger and Deborah J. Weil, for a price of \$222.13.
- Hearing to consider reducing the speed limit on Pickering Road from 45 mph to 35mph.
- Update on the City of Shelton waterline project along County ROW/Property off of HWY 102 (W. Dayton Airport Road).
- Pape Machinery of Tacoma, WA was issued a purchase order for \$18,549 for the excavating bucket and hydraulic kits, plus installation; Finkbinder Equipment of Burr Ridge, IL was issued a purchase order for \$10,575.00 to fix the thumb grapple.

10:45 A.M. Utilities & Waste Management - Tom Moore/John Cunningham  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:

- Status of Belfair Sewer Project. John noted we are going out for the County Hook Up Program Group 3 and gave an update on the Get Connected program. Staff also updated on the number of sewer connections and payment status.
- Discussed allowing people to borrow money from the county to pay for the CFC (capital facility charge) charges and construction side sewers. Tom will consider the requests case by case.

11:15 A.M. Health Services – Vicki Kirkpatrick  
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.  
The following items were reviewed:

- Staff briefing the Commissioners on the National Association of County and City Health Officials (NACCHO) Model Practice award received by the health and human services department. The Environmental Health Manager submitted the Oakland Bay Clean Water District Board and Advisory Committee as a model practice to NACCHO. It was selected as a Model Practice and will be featured at the NACCHO Annual Conference this year in Los Angeles, California. Our environmental health manager, Debbie Riley, will attend the NACCHO Annual Conference to receive the award.

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- Staff briefed the Commissioners on a request to enter into a Memorandum of Understanding with ANSWERS Counseling, Consultation and Case Management (ANSWERS) giving our permission for ANSWERS to enter into a contract with the Department of Social and Health Services (DSHS) to provide Maternity Support Services (MSS) in eligible clients in Mason County. Because Mason County Public Health and Human Services already has a contract with DSHS for a very limited and targeted MSS program serving our Hispanic population, DSHS required that we agree to allow ANSWERS to come into Mason County to provide the services. Since the health and human services department no longer has the staffing to provide MSS services to all of Mason County, we are happy to see another organization come into the county to provide MSS services to a broader eligible population.
- Commissioner Sheldon thanked the Environmental Health Manager for posting for non-occupancy on a property with a failing septic system.

11:30 A.M. Executive Session – RCW 42.30.110 (1) (g) Personnel  
The Commissioners called an Executive Session from 11:30 a.m. to 11:43 a.m. on a personnel issue. Cmmrs. Ring Erickson, Bloomfield and Sheldon were in attendance. No action was taken.

Tuesday, March 27, 2012

2:30 P.M. Executive Session – RCW 42.30.110 (1) (i) Potential Litigation  
Commissioners Ring Erickson, Sheldon and Bloomfield met in Executive Session from 2:30 p.m. to 3:35 p.m. on a litigation matter. Prosecuting Attorney Mike Dorcy, Chief Deputy Prosecutor Tim Whitehead, Human Resources Director Karen Jackson, Dawn Twiddy and Shannon Goudy for Risk Management also attended along with Candy Drews from the WA Counties Risk Pool and Mr. Jackson, the Risk Pool Attorney.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

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Lynda Ring Erickson  
Chair

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Tim Sheldon  
Commissioner

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Steven Bloomfield  
Commissioner