

BOARD OF MASON COUNTY COMMISSIONERS' BRIEFING MINUTES

Week of August 13, 2012

According to staff notes, the following items were discussed.

Monday, August 13, 2012

- 9:00 A.M. Auditor's Office – Theresia Ehrich
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Reported that State Auditors are finishing the 2011 financial audit off-site. Their final report to be published soon. They will return in October for the Accountability Audit. An exit conference to be scheduled for both audits at one time.
 - Distributed now "audited" 6 year Current Expense financial recap with actual revenues, expenditures, and fund balance.
 - Distributed current August 2012 cash flow report.
 - Reported L&I rates to increase 7-28% and distributed an article.
 - Reported PERS & LEOFF 2 rates to increase July 1, 2013. Distributed article and rate structure.
- 9:15 A.M. Noxious Weed Coordinator - Patricia Grover
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Modification No. 3 to the USDA Forest Service Agreement No. 10-PA-11060900-018 with the Mason County Noxious Weed Control Board. Additionally, the Commissioners were informed of the reauthorization of Title II funds. Commissioner Sheldon was identified as the representative in that process.
- 9:20 A.M. Department of Community Development – Barbara Adkins
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Fish and Wildlife Enforcement Grant
Brief update on the grant and the department's ability to implement it. Commissioners asked for staff to produce a written document of the issues to be discussed during the Action Agenda on August 14, 2012.
 - Belfair UGA Advisory Committee
Discussion with Board regarding the status of the committee and its staffing needs. At present, the Committee is meeting at a private business. Commissioners want the meeting location to change to a county office (e.g. sheriff's office, library). As for the Committee's immediate charge, Commissioners would like to see a work plan that establishes regular meeting dates, times and locations, as well as a scope of potential projects. It is best to have staff attending meetings and provide administrative support. Further discussions are needed in the near future to work through the details.
- 9:30 A.M. Sheriff's Office – Sheriff Salisbury/Frank Pinter
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Questions were solicited about the 8/14 action agenda item of approving the modification to the jail and adding three corrections officers. None were forthcoming, however a request was made to eliminate the reference to the number of inmates this modification would result in as there is a difference between the capacity identified by the state and our internal bed count.
 - It was identified that after the A/P run of 8/10 the jail medical costs are at 106% of the annual budget. The OT for Patrol, Jail and Courthouse Security is at an average 50% over budget and will probably continue to rise. The OT is attributed to the rash of murders,

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domestic violence, assaults and other major crime occurrences in the county this year. Both will probably need to be addressed with an exigent circumstance supplemental budget request later this year.

- 9:45 A.M. Public Works - Brian Matthews & Melissa McFadden
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Reimbursable agreement for Public Work to provide maintenance services, emergency assistance, fabrication of signs and materials to the County Parks and Trails Department.
 - Award of cutting edges for motor graders and plows.
 - Skokomish River General Investigation
- 10:00 A.M. BREAK
- 10:15 A.M. Utilities & Waste Management - Brian Matthews & Tom Moore
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Potlatch sewer and the connection of non-tribal properties.
 - Update on the number of ERU's billed for July for the Belfair Sewer.
- 10:30 A.M. Public Health & Human Services – Vicki Kirkpatrick
Commissioners Ring Erickson, Sheldon and Bloomfield were in attendance.
The following items were reviewed:
- Discussed a request to close the department to the public at 4:30 p.m. enabling staff to balance and close the cash drawer each day without creating an overtime situation. The Health and Human Services Department is the only department that takes in cash that does not currently close to the public at 4:30 p.m. Commissioners and staff discussed the issue and various alternatives. The Health and Human Services Department was given the approval to close to the public at 4:30 p.m. Staff will still be working until 5:00 p.m. and will be available to telephone and email after 4:30 p.m. Notice to the public will occur prior to implementing the change.
 - Informed the Commissioners that there are additional funds available in the 2163 housing/homelessness funds. The Housing Coalition is recommending approval for \$16,000 additional funds for the Mason County Shelter and \$19,305 for the Educational Service District 113 – Youth Outreach. Commissioners gave staff the approval to bring the contracts forward to the August 21, 2012 Board of County Commissioners' meeting.
 - Director suggested to Commissioners that it might be worthwhile to have a meeting with Commissioners, Public Health, Community Development, Public Works and the Sheriff's office to talk about enforcement. Given the current staffing levels, confusing authority levels between state and local, issues surrounding whether or not the county wants to abate, and public confusion around what authorities we do and do not have, it seems we should all be on the same page and have a clear understanding of expectations and capacity.
 - Environmental Health Manager expressed her concerns that there was a rumor that DCD was going to turn back a previously accepted grant for a shoreline enforcement position. The Commissioners asked for a letter outlining those concerns to be received before the Commission meeting on Tuesday because the grant was on the agenda.
 - The Director and Environmental Health Manager updated the Commissioners on the progress at the "rat house" in Tahuya. Our solid waste person has been to the site, talked to the neighbor, made contact with the absentee owner and has a plan of action from the owner for cleanup and securing the building within the month. The complainant will receive a copy of all correspondence and activities to date.

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- The Environmental Health Manager updated the Commissioners on the new swine flu, H3N2v. It has not been detected in swine or humans in Washington State at this time. All of the cases in Indiana, Ohio and Hawaii have reported close contact with swine.
- Informed the Commissioners of an unsolicited complement that was sent to the Washington State Department of Health and then on to us for Carol Spaulding. The kudos came from a water system manager who participated in a sanitary survey with Carol. He had done several of these in the past and wanted all to know he learned a lot from Carol, she took the time to explain everything to him. We are recommending her for a green star award.
- The Environmental Health Manager briefly went over current shellfish closures in Mason County. Commissioner Bloomfield expressed the need for us to educate the general public to the kinds of closures and the dangers associated with each. After the briefing Debbie was invited to come and talk about this issue on KMAS Tuesday morning.

11:00 A.M. Interview for Interim Human Resources Director
Commissioners Ring Erickson, Sheldon and Bloomfield interviewed Bill Kolden who was recommended by Prothman & Associates for the Interim Human Resources Director position.

Respectfully submitted,

Diane Zoren, Assistant to the Commissioners

BOARD OF MASON COUNTY COMMISSIONERS

Lynda Ring Erickson
Chair

Tim Sheldon
Commissioner

Steven Bloomfield
Commissioner