

**A G E N D A**  
**WALLA WALLA COUNTY BOARD OF COMMISSIONERS**  
**MONDAY, JUNE 12, 2017**

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**(PLEASE NOTE SLIGHTLY EARLIER START TIME THIS DATE)**

**9:15 COUNTY COMMISSIONERS**

**Chairman Duncan**

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. The Consent Agenda will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

- a) Roll call and establish a quorum
- b) Review warrant list

The county commissioners will take this time (at 9:15 a.m.) to review the list of warrants for approval under the consent agenda. This review time is open to the public. No other business will be transacted until the regular meeting start time of 9:30 a.m.

**RECESS.**

**9:30 COUNTY COMMISSIONERS**

- a) Declarations re: conflict of interest
- b) Pledge of Allegiance
- c) Public comment period (time limitations may be imposed)

**PLEASE NOTE:** *If you wish to address the Commission, please raise your hand to be recognized by the Chair. When you have been recognized, please step up to the microphone and give your name and address before your comments. The Walla Walla County Commissioners are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle. (An individual may request to address the board at a later time on the agenda, if time permits, by contacting the Clerk of the Board at least 24 hours prior to the meeting.) Thank you.*

- d) **Action Agenda Items:**
  - 1) Review submitted Employee Payroll Action Forms
- e) **Consent Agenda Items:**
  - 1) Resolution \_\_\_\_\_ - Minutes of County Commissioners' sessions of June 5 and 6, 2017
  - 2) Resolution \_\_\_\_\_ - Personal Services Contract between Walla Walla County and Cendra Clarke
  - 3) County vouchers/warrants/electronic payments as follows: \_\_\_\_\_ through \_\_\_\_\_ totaling \$ \_\_\_\_\_
  - 4) Payroll action and other forms requiring Board approval



# MEMO

Date: 6/8/17

Proposal ID. 2017 06-12 COM

To: BOCC

From: Diane Harris, Commissioners' Office

Intent – Award bid

Topic – Bid Award for “WESCOM - Building Access/Camera Project”

## Summary

The Walla Walla County Commissioners' Office requested quotes (copy attached) utilizing the Limited Public Works procedures (Resolution 16-221) for the following project at the county owned property located at 27 N Second Ave, Walla Walla, WA., housing WESCOME/Dispatch.

General Project Description: Upgrade the current card access system to S2 Netbox Access Control and replace two cameras.

One quote was received:

## Walla Walla Electric, Inc.

S2 Netbox \$4,642.12 and replacement of two cameras \$717.30

## Cost

\$5,359.42 includes sales tax

## Funding

Fund 30500 Public Communications Building

## Conclusion/Recommendation

Recommend that the Board of County Commissioners approve the bid award to Walla Walla Electric, Inc. for the “WESCOM – Building Access/Camera Project” and authorize Chairman Jim Duncan to sign related documents.

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Submitted By

Diane Harris, Administrative Assistant 06/08/17

Name Department Date

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Signature

Disposition

Approved

Approved with modifications

Needs follow up information

Denied

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BOCC Chairman

Date

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Additional Requirements to Proposal

Modification

Follow Up

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May 31, 2017

Walla Walla County Commissioner's Office is requesting quotes utilizing the Limited Public Works procedures (Resolution 16-221) for the following project at WESCOM, 27 N Second Street, Walla Walla, WA

**General Project Description:**

Upgrade the current card access system and replace two outdoor cameras. Standardize equipment and software as utilized in other County offices.

Quote each part separately

**Software & Equipment:**

1. S2 NetBox version 4.7 or newer – 4 door licenses and hardware to support 4 card readers.
2. Replace two (2) cameras with 3MP IP day/night cameras connected to existing camera server and Milestone software.

**Work to be completed:**

- 1) Within the guidelines stated below, acquire and install all equipment and software including all network wiring and electrical power if needed (some already exist).
- 2) Installation will occur on 3 doors and includes the removal of the current system and the installation of the quoted system. One door is a new location (basement server room) and will need all equipment to make it operational.
- 3) Installation of two (2) replacement cameras connected to existing camera server.
- 4) Cleanup shall include the removal and disposing of all removed hardware and wiring or cabling, excluding including any computers.
- 5) Successful bidder must be knowledgeable in the operation of the proposed system and its software and train two County employees in its use to extent that County employees are comfortable with operating the system on their own.

**Timeline:**

All work must be completed and the operational by July 31, 2017.

**Guidelines:**

The quote will need to include all equipment and materials, state sales tax, permits (including any building permits), labor at prevailing rate wages, and all other related costs to compete a turnkey end product. The Contractor warrants and guarantees the County that all work will be performed in a workman-like manner, in accordance with City and County building codes and will not be defective. Work is defective if it is unsatisfactory, faulty or deficient in that it does not conform to these specifications, or does not meet the requirements of any inspection, reference standards, test and/or approval of the County. The Contractor will comply with all applicable provisions of RCW 39.12 in regard to making sure that prevailing wages rates are paid to complete these projects. The Contractor shall be liable for any and all damages caused by the Contractor to the County's premises. The Contractor must be licensed, insured, and bonded for the State of Washington. The Contractor

must submit a Walla Walla County small works questionnaire with the quote, or be on the current small works roster. All quotes must include all applicable permit fees, plan fees, and state sales taxes. Payment for the projects will be made after the completion, and onsite review and approval of all work listed within this request. All paperwork required by the State of Washington in regards to submitting intent to pay prevailing wages, submission of the actual payroll reports, and all other permits and/or plan fees must be completed and provided to the County prior to payment for this project. Walla Walla County reserves the right to reject any and all bids received for these projects.

Quote must include at least three references, with contact information, for work done of equal or larger size and scope with this specific software. Successful vendor must be able to demonstrate previously awarded contracts. All qualifications must be specific to the quoting contractor and not of any sub-contractor.

Successful vendor will be required to enter into a binding Limited Public Works Contract with Walla Walla County and must abide by the terms thereof. This contract is available at the Commissioners' Office for review.

Vendor must sign the certification below and submit this document along with the detailed quote.

All quotes, and accompanying certifications and documents, must be delivered to the County Commissioners' Office, Walla Walla County Public Health and Legislative Building at 314 West Main Street, Room 203, Walla Walla, WA, attention Connie Vinti, Clerk of the Board, prior to 4:00 p.m. Wednesday, June 7, 2017. Quotes may be submitted before that deadline via fax 509-524-2512 or e-mail [wwccommissioners@co.walla-walla.wa.us](mailto:wwccommissioners@co.walla-walla.wa.us). Please mark on the front of the envelope, fax cover sheet, or subject line of the e-mail: "Walla Walla County Commissioners' Office – WESCOM - Building Access/Camera Project." After an award is made, the quotations shall be open to public inspection and available upon request.

For more information and to schedule a site visit, call Diane Harris at the Walla Walla County Commissioners' Office 509-524-2505.



I hereby certify that I have read the above information in its entirety and that I can and will meet all requirements as written.

Signature:  Authorized Vendor or agent Printed: Mike Myers Date: 6/5/17

Vendor Name: Walla Walla Electric, Inc.

Vendor Address: 1225. West Poplar St. Walla Walla, WA

Vendor Phone and email: 509-525-8672 info@wwelectric.com

Sent to:  
Walla Walla Electric Email [spike@wwelectric.com](mailto:spike@wwelectric.com)  
Doyle Electric Email [davidw@doyleelectric.com](mailto:davidw@doyleelectric.com)  
Abundant Technologies, LLC Email [sales@abundanttechnologies.com](mailto:sales@abundanttechnologies.com)



**WALLA WALLA ELECTRIC, INC.**

1225 WEST POPLAR, WALLA WALLA, WASHINGTON 99362-2780  
Telephone: 509-525-8672 Fax: 509-525-8642

**To:** Walla Walla County Commissioners      **From:** Mike Myers

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ATTN: Connie Vinti      **Pages:** 1

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**Phone:** 524-2505      **Date:** 6/5/2017

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**Re:** Wescom building access camera project      **CC:**

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**WESCOM "Building Access/Camera Project"**

Prices include installation, equipment and materials, state sales tax, permits and labor as described in "Request - For Quotes" dated May 31, 2017.

**1. S2 Netbox Access Control Price .....\$4,642.12**

S2 Netbox software runs on embedded S2 Network controller, no PC or server required for system operation. PC or other device is used for programming users, running reports and etc.

**1. Replace Two Cameras Price .....\$717.30**

References:

1. Walla Walla County, Comprehensive Mental Health, 1520 Kelly Place, Richard Bessy (509) 522-4000
2. Walla Walla County Sheriff's Department, 240 W Alder St, Shanda Zessin (509) 524-5400
3. City Of Walla Walla City Hall, 15 N. 3<sup>rd</sup> Ave, Dave Dalan (509) 524-4570

Please call or reply if further information is required.

Sincerely,

Mike Myers

**COUNTY COMMISSIONERS (continued)**

- f) Action Agenda Items:**
  - 1) Proposal 2017 06-12 COM  
Approval of bid award for  
WESCOM "Building Access/  
Camera Project"
- g) Miscellaneous business to come  
before the Board**
- h) Review reports and correspondence;  
hear committee and meeting reports**
- i) Review of constituent concerns/possible  
updates re: past concerns**

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF PERSONAL  
SERVICES CONTRACT  
BETWEEN WALLA WALLA  
COUNTY AND CENDRA CLARKE



RESOLUTION NO.

**WHEREAS**, Walla Walla County Community Health Department has offered a Personal Services Contract to Cendra Clarke; and

**WHEREAS**, Cendra Clarke shall provide services to the county and be compensated for same as outlined in the contract for services; and

**WHEREAS**, the County Prosecuting Attorney and Risk Manager have reviewed said contract; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said contract, and authorize County Director of Community Health, Meghan DeBolt, to sign the same.

*Passed this 5<sup>th</sup> day of **June, 2017** by Board members as follows: \_\_\_ Present or \_\_\_ Participating via other means, and by the following vote: \_\_\_ Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_ Absent.*

**Attest:**

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*





## WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH

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314 West Main Street • Walla Walla, WA 99362

Main Telephone: (509) 524-2650 • Confidential Fax: (509) 524-2642 • Main Fax: (509) 524-2678

### MEMORANDUM

To: The Walla Walla County Board of County Commissioners  
From: Meghan DeBolt  
Director, Community Health  
Date: June 12, 2017  
Subject: Personal Services Contract, Cendra Clarke

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Delivery of a fully prepared strategic plan including a logic model will be provided by Cendra Clarke in consultation with the Suicide Prevention Work Group. Cendra will provide written reports of research findings for policy development and implementation in counties comparable to Walla Walla Department in the areas of suicide prevention and homelessness/poverty response.

Community Health will utilize available discretionary dollars to fund this project which will contribute to positive outcomes for suicide prevention and homelessness/poverty response in our county.

### RECOMMENDATION:

The Walla Walla County Board of County Commissioners approve the personal services contract with Cendra Clarke and authorize the Director, Community Health to sign.

## Exhibit A

### PURPOSE:

The purpose of this agreement is to deliver the following: a fully prepared strategic plan including a logic model for short term medium term and long term outcomes for Suicide Prevention, a written report of policy development and implementation for Suicide Prevention and a written report of policy development and implementation for Homelessness/Poverty Response.

### Contractor will:

- Deliver a strategic plan including a logic model for short term, medium term and long term outcomes for Suicide Prevention
- Deliver written report of policy development and implementation in counties comparable to Walla Walla around Suicide Prevention
- Deliver written report of policy development and implementation around Homelessness/Poverty Response in counties comparable to Walla Walla
- Provide documentation of time spent on a Health Department-provided time sheet by the 5<sup>th</sup> working day of the month.

### Walla Walla County Department of Community Health will:

- provide consultation on an 'as needed' basis
- provide a schedule and document for submission of worked hours for payment
- make available any data or materials relevant to the project
- provide office materials including copying necessary for project completion

Exhibit B

Compensation shall be \$12.00 per hour. Monthly totals for Contractor shall not exceed \$2500 per month or a total of \$5,500 for the duration of the contract.

**9:45**

**TECHNOLOGY SERVICES DEPARTMENT**

**Kevin Gutierrez**

- a) Department update and miscellaneous



**WALLA WALLA COUNTY**  
**Technology Services Department**

Kevin G. Gutierrez  
Technology Services Director

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362

(509) 524-2590

kgutierrez@co.walla-walla.wa.us

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File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

June 12, 2017

To: Walla Walla County Board of Commissioners

Re: Department Update

**Issues/Information for the Board.**

- N/A

**Components (Main infrastructure)**

**Hardware**

- No issues

**Software**

- No issues

**Security/Viruses**

- No issues

**Other Projects**

- **Judges/Clerks Case Management and Document Management Systems**
  - Testing is underway
- **Budget /Assets**
  - No update
  - Starting to collect information
  - Considering new phone service as a pool of minutes to ease billing.
    - Have a few options, one of which would route calls using our internet connection. Working through this is a priority
    - Cost comparisons are due early next week
- **Intranet**
  - Planning to move the intranet to SharePoint which will allow us to drop another server.
  - Sent out the link to the site for EH/DH review
  - Working with Human Resources and then will move to other departments – Going well
  - Testing some workflow items/forms.
    - Overtime requests
    - Vacation requests
    - ADP forms
    - Surplus request forms
- **Website Redesign**
  - 8 responses received
  - Still going through them -
  - **Range \$7,200 - \$46,000**
- **New World**
  - June 6 meeting – Jail still has conversion issues and apparently needs more training
  - Still experiencing some connectivity issues at city – not clearly defined

- Not sure if our users are getting comfortable with the software/process or just giving up
- **O-365**
  - We have an option to upgrade service to add another layer of scanning protection for email - \$1.90 per user per month.
  - No update on this.
- **Texting Policy**
  - Have sent a recommendation with supporting document to Shelly.
  - Will require some other changes to the computer use policy.
  - Shelly still has this on her list of things to do.
- **Old Email Server**
  - We have taken a lot of old email off that server but must keep other records until we have no PRR's or litigation holds - per Jesse
  - One drive has failed but the mirror is working
  - Need to offload to a search appliance/software so we don't lose what we have. Going to cost about \$1000.00
- **Non-PRA-Searches**
  - Several and various
- **Public Record Requests Last 2 Weeks**
  - 9= Requests received
  - 6 = Forwarded to departments
  - 8 = Completed
  - 0= Pending Closure
  - 2 = Litigation hold
  - 0 = Pending 3<sup>rd</sup> party notice
  - 25 = Open/Being handled by the PRO

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**Definitions**

**ACCIS = Association of County, City Information Systems (managers)**

**API = Application Program Interface**

**CITRIX = A product used for remote access to our network**

**PAV=Potential Archival Value**

**CJIS = Criminal Justice System Information Systems**

**AOC=Administrative Office of the Courts**

**PRO=Public Records Officer**

**USB=Universal Serial Bus**

**DOL=Department of Licensing**

**NDA=Non-disclosure agreement**

**RFP=Request For Pricing/Proposal**

**GIS=Geographic Information Systems**

**EOL=End of Life**

**JCDA=Joint Community Development Agency**

**W7=Windows 7**

**W10=Windows 10**

**OS=Operating System**

**JAVS=(Jefferson Audio Video Systems) – Courtroom Recording System**

**AV-Audio/Visual**

**WiFi-Wireless network connectivity (Wireless Fidelity)**

**FTP = File Transfer Protocol (file transfer server)**

**CAD=Computer Aided Dispatch (hosted at the city)**

**CAT5=Category 5 Ethernet cable (for data and voice)**

**ADA=Americans with Disabilities Act**

**ECM=Enterprise Content Management**

**NWS=New World Systems**

**DOMAIN = A group of computers administered or managed with the same rules and policies and with a common IP range.**

**IP address = Internet protocol address. A unique string of numbers assigned to each computer to allow communications over network or domain.**

**10:00**

**COUNTY CORRECTIONS DEPARTMENT**

**Mike Bates**

- a) Department update and miscellaneous



**10:15**

**COUNTY COMMISSIONERS**

- a) Presentation by representatives of the Walla Walla Disability Network



# **DISABILITY NETWORK**

## *Mission Statement*

*To improve the quality of life for individuals with disabilities and their families through community access and support.*

Walla Walla Valley Disability Network  
PO Box 1918  
Walla Walla, WA 99362

Website: [www.wwvdn.org](http://www.wwvdn.org)

Cyndy E. Knight  
Executive Director  
(509)386-2356  
admin@wwvdn.org

Carla L. Nibler  
Board of Directors, President  
(509)520-2249  
carla.nibler@gmail.com



## ACCOMPLISHMENTS

Walla Walla Valley Disability Network (WWVDN), a 501c3 nonprofit, is dedicated to improving the quality of life for individuals with disabilities and their families through community access and support. As a nonprofit we sponsor Parent to Parent (P2P) a national networking program that for the past 25 years has provided information and support to families with children and adults with disabilities birth through life, living in the Walla Walla area. P2P diligently delivers hope, comfort, education and resources to families just learning of their child's diagnosis by matching them with a local parent with a child with a similar diagnosis. Walla Walla Valley Disability Network serves **315 families**. In 2015-2016, WWVDN sponsored **12 training workshops, 29 support meetings and 17 recreation activities** serving **1,087 people with disabilities, their parents, siblings and peers in the Walla Walla Valley**.

In January 2017, WWVDN hired its first part-time Executive Director and continues to advocate for awareness and acceptance of individuals with disabilities in our community. Parent to Parent trainings and support meetings are funded through a contract with WW County Dept. of Community Health (\$18,000) the Arc of Washington State (\$10,840) and Department of Health (\$1,000.). These funds support a part-time Parent to Parent Coordinator and a 10 hr./week Hispanic Outreach Coordinator. 12 training workshops were held in our fiscal year 2015-2016 that included topics such as developing functional Individualized Education Plans (IEPs), Government Services (DDA/SSI), and Developing Life skills for Independence. 29 support meetings were held in both English and Spanish to address the immediate needs of parents trying to access resources or respite. 605 people came to our trainings and support meetings last year. **15 of the 17 recreation activities are unfunded, and are made possible by 145 volunteers.**

The estimated value of volunteer time for 2015 is \$23.56 per hour, according to Independent Sector, a coalition of charities, foundations, corporations, and individuals that publishes research important to the nonprofit sector. **In our fiscal year, we had 145 volunteers in our volunteer driven recreation programs who gave 2099 hours, and a 9 person Board who generously gave 3,016 hours at a value of \$120,509.40.**

Currently, we fully organize, recruit, and manage the following **6 recreation programs**;

1. Youth Basketball
2. Adult Basketball
3. Youth Bowling
4. Adult Bowling
5. Elementary Summer Camp (sponsored by United Way)
6. Teen Summer Camp (sponsored by United Way)

WWVDN works in collaboration with the following agencies to provide an **additional 11 activities;**

1. Whitman College (Buddy Program)
2. Whitman College (Special Olympics Unified Soccer)
3. DeSales High School (Football & Cheer Camp)
4. Pacific Little League (Challenger Baseball)
5. City Parks and Recreation (Co-Ed Unified Softball)
6. County 4-H (Horse Camp)
7. Walla Walla University (Buddy Program)
8. YMCA (Youth Social Swim)
9. YMCA (Adult Social Swim)
10. YMCA (Pickle ball)
11. Camp Primetime (Family Camp)

Without our network, it would be difficult to find the support necessary for agencies to offer activities for children and adults with disabilities.

On October 8, 2016, Walla Walla Valley Disability Network hosted its first Ability Walk at Eastgate Lions Park, sponsored by the United Walla of Walla Walla. The event was an important community event that brought awareness to the ABILITY of those with DISABILITIES. With 203 walkers and rollers, \$8,623.00 was raised through donations, registration fees and raffled items. The event included a one mile walk along Mill Creek. **This year, our Ability Walk is scheduled for September 30, 2017.**

With grants and donations given last year, Walla Walla Valley Disability Network was able to hire its first Executive Director in January 2017, sponsor a Unified Co-Ed Softball team, and add 7 new recreation programs. These 7 new recreation programs were provided by request of the Adult Service Delivery Team Committee and Walla Walla County contract manager without additional funds allocated.

## ABOUT

Parent to Parent (P2P) offers support and information to **280** families with children with developmental disabilities. P2P was offered from 1991 until July 2013 in the WW County Department of Human Services, it was then moved to the Lillie Rice Center for a year before our nonprofit was created in July of 2014. P2P provides peer support (matching trained Helping Parents to a parent just finding out about a diagnosis) and information on resources in our community.



Support and Activities provided by P2P:

Monthly Support Meetings (English and Spanish)

Trainings

- IEP (Individualized Education Plan) Fall Workshop
- Helping Parent Training
- Government Agencies Workshop
- Pathways to Independence/Employment Workshop
- Sibshop(s)

Quarterly Newsletters

Seasonal Family Gatherings

**Our Parent to Parent Coordinators (.75 FTE):**



Michelle Aguilar  
P2P Coordinator  
(872)701-0007



Ysabel Fuentes  
Hispanic Outreach P2P Coordinator  
(509)301-0679

STAKEHOLDERS and PARTNERS

Birth-Three (Early Learning)

Walla Walla County

United Way

The Arc of Washington

YMCA

WW County Extension 4-H

Area Schools – preschool-21

Providence St. Mary's Hospital

Yakima Children's Village

Seattle Children's Hospital

Lillie Rice Center

Whitman College

Walla Walla University

DD Subcommittee

Adult DD Service Delivery Team

People to People

PAVE

Functional Behavior Solutions

Developmental Disabilities Administration

Social Security Administration

Ombudsman

DD Endowment Trust Fund

ESD 123

Valley Transit

Valley Residential Services

DeSales High School

Pacific Little League

WW Parks and Recreation

TOPS Soccer

Special Olympics

## STATISTICS

Walla Walla Valley Disability Network and Parent to Parent combined serve **315 Families** with individuals with disabilities living in Walla Walla and Columbia Counties. **55 Spanish speaking families** received support through our Hispanic P2P Coordinator, Ysabel Fuentes.

Total number of individuals represented by DDA in Walla Walla and Columbia County (data source, WA State Department of Social and Health Services, DDA CARE system on 7/1/2016):

Walla Walla County    children: 98                      adults: 286    =        384 clients

Columbia County       children: 7                              adults: 19     =        26 clients

**605** parents, siblings, peers and care providers attended **41** trainings and support meetings provided by WWVDN and Parent to Parent in 2016.

**337** individuals with disabilities participated in one of our **17** social or recreation programs. All Recreation Program were unfunded with **7** new recreation options provided in 2016.

**145** Volunteers gave **2099** hours to our recreation and social activities to provide opportunities like Basketball, Bowling, Buddy Programs, and more.



Board Member, Julio Jimenez assisting in our Youth Bowling program.



Carla Nibler, Board President helping at the Battle of the Badge fundraising event.

**Our 2016-2017 Board of Directors average 58 volunteer hours a week, they are:**

***Carla L. Nibler***  
President

***Angie Witt***  
Vice President

***Sara Smart***  
Treasurer

***Shamra Baez***  
Director

***Karen Bayne***  
Director

***Amy Harris***  
Director

***Julio Jimenez***  
Director

***Eric Matson***  
Director

***Alisha Walker***  
Director



WALLA WALLA VALLEY

# Disability Network

## Types of Disabilities represented in the WW Valley Disability Network

Autism Spectrum Disorders

Achondroplasia

Down syndrome

Cerebral Palsy

Rubinstein-Taybi Syndrome

Kabuki Syndrome

Hearing Impairments

Epilepsy/Seizure Disorders

Selective Mutism

Vision Impairments

Spina Bifida

Fragile X Syndrome

Fetal Alcohol Syndrome

ADHD

Turner Syndrome

Feeding Disorders

Sleeping Disorders

Batten Syndrome Behavior Disorders

Behr Syndrome

Intellectual disabilities

Osteogenesis imperfecta

Muscular Dystrophy

Large & Small Motor and Sensory delays

### Rare chromosome abnormalities:

- Unbalanced Translocation with Partial Monosomy of 7P22.2-22.3 & Partial Trisomy of 3P26.1-26.3
- 1Q32-QTER Abnormality Chromosome 2 Abnormality
- Chromosome 22 Abnormality
- Trisomy 9-P/Tetralogy of Fallot



**PARENT to PARENT**

Parent to Parent works hard to find trained "Helping Parents" who have a child with a similar diagnosis living in our community or in a community nearby that can provide support to families just discovering their child has a disability. Our Parent to Parent Coordinators work with the Children with Special Health Care Needs Nurse (CSHCN) through the Department of Community Health to coordinate the resources to assist families.

INCLUSION, HOPE AND OPPORTUNITY. THE POSSIBILITIES ARE ENDLESS.





10:30

**PUBLIC WORKS DEPARTMENT**

**Randy Glaeser**

- a) **Public Hearing:**
  - 1) To consider franchise application of Columbia Energy, LLC
  
- b) **Action Agenda Items:**
  - 1) Resolution \_\_\_\_\_ - Application of Columbia Energy, LLC for a franchise to construct, operate, and maintain a utility system within the County road right of way, in Walla Walla County, Washington
  
- c) **Consent Agenda Items:**
  - 1) Resolution \_\_\_\_\_ - Request for reimbursable work from Garfield County to paint stripe certain county roads
  - 2) Resolution \_\_\_\_\_ - Designation of Applicant's Agent for Federal Emergency Management Agency (FEMA)
  
- d) Department update and miscellaneous

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF THE  
APPLICATION OF COLUMBIA  
ENERGY, LLC FOR A FRANCHISE  
TO CONSTRUCT, OPERATE, AND  
MAINTAIN A UTILITY SYSTEM  
WITHIN THE COUNTY ROAD RIGHT  
OF WAY, IN WALLA WALLA  
COUNTY, WASHINGTON



RESOLUTION NO.

**WHEREAS**, a representative on behalf of Columbia Energy, LLC requested a franchise to construct, operate, and maintain a utility system within the public right of way; and

**WHEREAS**, any significant modification or any extensions of said system shall be approved by Public Works Department prior to construction; and

**WHEREAS**, June 12, 2017, was the date set for holding a public hearing to consider said application; and

**WHEREAS**, the Notice of Hearing was advertised and posted as prescribed by law; and

**WHEREAS**, said Hearing was held on the date advertised; now therefore

**BE IT HEREBY RESOLVED**, by this Board of Walla Walla County Commissioners, that Franchise No. 438 be granted to Columbia Energy, LLC.

*Passed this 12<sup>th</sup> day of June, 2017 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF A REQUEST  
FOR REIMBURSABLE WORK  
FROM GARFIELD COUNTY TO  
PAINT STRIPE CERTAIN COUNTY  
ROADS



**RESOLUTION NO.**

**WHEREAS**, Garfield County has submitted a Request for Reimbursable Work for Walla Walla County to paint stripe certain county roads; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that said Request for Reimbursable Work for Garfield County be signed authorizing the County Public Works Department to perform the work.

*Passed this 12<sup>th</sup> day of June, 2017 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

**Attest:**

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF  
DESIGNATION OF APPLICANT'S  
AGENT FOR FEDERAL  
EMERGENCY MANAGEMENT  
AGENCY (FEMA) FUNDING**



**RESOLUTION NO.**

**WHEREAS**, severe winter weather damaged numerous County roads; and

**WHEREAS**, Presidential Disaster Declaration #FEMA-4309-DR-WA, Washington Severe Winter Storms, Flooding, Landslides and Mudslides, allows agencies to receive funds for the repair or restoration of damaged public facilities as approved by FEMA; and

**WHEREAS**, the designation of applicant's agent is required to obtain federal and/or state emergency or disaster assistance; now therefore

**BE IT HEREBY RESOLVED** that Randy Glaeser, Public Works Director/County Engineer, is the designated applicant's agent and Janet Tate, Public Works Department Chief Fiscal Officer, alternate applicant's agent to sign all contracts, certify completion of projects, request payments and prepare all required documentation for funding requirements, on behalf of Walla Walla County.

*Passed this 12<sup>th</sup> day of **June, 2017** by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

**Attest:**

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

- a) Department update and miscellaneous
- b) **Active Agenda Items:**
  - 1) Possible discussion/decision re: any pending claims against the County
- c) **Action Agenda items:**
  - 1) Revised Job Description approval form – Office Assistant II for the Department of Community Health
  - 2) Revised Job Description approval form – Accounting Technician I for the Department of Community Health
  - 3) Revised Job Description approval form – Accounting Technician II for the Department of Community Health
  - 4) Revised Job Description approval form – Assessment and Communication Coordinator for the Department of Community Health
  - 5) Revised Job Description approval form – Temporary Maintenance Grounds Worker for the Fairgrounds
- d) Possible executive session re: personnel (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)), and/or litigation or pending or potential litigation (pursuant to RCW 42.30.110(i))

**11:00**

**PROSECUTING ATTORNEY**

**Jim Nagle/Jesse Nolte**

- a)** Miscellaneous business for the Board
- b)** Possible executive session re:  
litigation or pending or potential  
litigation (pursuant to RCW 42.30.110(i))

**a) Consent Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Approval of a contract with Washington State Military Department for Energy Facility Site Evaluation (EFSEC) Funds (E18-003)
- 2) Resolution \_\_\_\_\_ - Approving revised All Hazard Master Mutual Aid Agreement Between Jurisdictions, Agencies, Non-Governmental Groups, and Private Industries within Walla Walla County, Washington
- 3) Resolution \_\_\_\_\_ - Approval of a Memorandum of Understanding Between the U.S. Army Corps of Engineers Walla Walla District and the County of Walla Walla, Washington

**b) Department update and miscellaneous**

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVAL  
OF A CONTRACT WITH  
WASHINGTON STATE MILITARY  
DEPARTMENT FOR ENERGY  
FACILITY SITE EVALUATION  
COUNCIL (EFSEC) FUNDS (E18-  
003)



RESOLUTION NO.

**WHEREAS**, Washington State Military Department Emergency Management Division and the Energy Facility Site Evaluation Council (EFSEC) have offered to provide funding to Walla Walla County Emergency Management Department in the amount of \$29,778; and

**WHEREAS**, the funding is pass-through dollars (SFY18) for the county's radiological emergency preparedness program relating to the Columbia Generating Station nuclear power plant; and

**WHEREAS**, Liz Jessee, Walla Walla County Emergency Management Director, is authorized to sign agreements with said entities, and Liz Jessee and Patrick Purcell are authorized to request reimbursements from these entities, on behalf of Walla Walla County; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that said contract and reimbursement authority be approved.

*Passed this 12<sup>th</sup> day of June, 2017 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

**Attest:**

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*





## Walla Walla County

### Emergency Management Department

27 N. 2<sup>nd</sup> Avenue  
Walla Walla, Washington 99362  
Phone: (509) 524-2900 • Fax: (509) 524-2910  
www.wwemd.info

**LIZ JESSEE**  
Director

**PATRICK PURCELL**  
Coordinator

## Memo

**To:** Walla Walla County Commissioners  
**From:** Liz Jessee  
**Date:** 7/05/16  
**Re:** Energy Facilities Site Evaluation Council Funding

I am requesting your authorization to sign a contract with Washington State Military Department Emergency Management Division to receive Energy Facility Site Evaluation Council funds totaling \$29,778.

These funds come from the Energy Facility Site Evaluation Council through the State for the County to pay salaries & benefits in support of the radiological emergency preparedness program relating to the Columbia Generating Station nuclear power plant. This State Fiscal Year 2018 contract also includes an increase in the contract amount for reimbursement, in the amount of \$3,292, for travel to next year's National Radiological Emergency Preparedness (REP) Conference. The conference will be held in Seattle and local jurisdictions have been encouraged to attend.

No matching funds are required. This is a reimbursement grant which we receive annually.

Sincerely,

/s/ LIZ JESSEE

Director, Emergency Management

Walla Walla County  
GRANT QUESTIONNAIRE

Date: 6/6/17

Office/Department: Emergency Management  
Contact Person: Liz Jessee

- 1) Name of Grant/Program Energy Facility Site Evaluation Council (EFSEC)
- 2) New Grant                       Renewing Grant                       Term (# of years) 1
- 3) Is the grant unchanged, and does not require Current Expense funding?  
**(If Y, please skip to number 24)**                      Y    X    N
- 4) How will this grant benefit the county's citizens?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
- 5) Is this a program grant or an equipment grant?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
- 6) Is this a "one-time only grant" or is it renewable? If renewable, how long is grant anticipated to last?  
\_\_\_\_\_
- 7) If this is a new grant how will the grant support a current program OR how will the program change?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
- 8) Does this grant require up front funds?                      Y                         N     
If so, what is the source of the up-front funds needed to cover costs prior to initial and continuing reimbursements being received?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
- 9) How many employees (new or current) will be paid by the grant?    N       C     
a. If this grant requires new hire(s) and grant ends, how will unemployment costs be funded? \_\_\_\_\_

10) Will the grant require matching funds; i.e., in-kind, cash, Employment Security, Social Security, FICA, PERS, etc? Y\_\_\_\_\_ N\_\_\_\_\_ If so, what?

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11) Would the grant allow for an annual COLA in salary, increase in medical insurance premiums or increases in any personnel benefits? Y\_\_\_\_\_ N\_\_\_\_\_

12) What fund would support a cash match (if required)?\_\_\_\_\_

13) If required what is the TOTAL cost of the match over the life of the grant? \_\_\_\_\_

14) What fund would support the administration of the grant? \_\_\_\_\_

15) Will the grant allow for the County cost allocation plan to be funded? Y\_\_\_\_\_ N\_\_\_\_\_

16) Would the grant require the county to provide office space and/or additional equipment to administer the program? If so, what are the requirements?

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17) Would the program require use of a county vehicle or personal vehicle? Y\_\_\_\_\_ N\_\_\_\_\_

18) If so, would the grant provide for the cost of the automobile and/or liability insurance?  
Y\_\_\_\_\_ N\_\_\_\_\_

19) Would the grant require activities by other county offices/departments? (i.e. legal review, technology services assistance, new BARS numbers.) Y\_\_\_\_\_ N\_\_\_\_\_ If so, what activities?

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20) Would acceptance and completion of the grant project in any way OBLIGATE the County to create/enact new ordinance or policies? Y\_\_\_\_\_ N\_\_\_\_\_ If so, what obligations?

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21) Does this grant project include any activities that may fall outside the county's standard policies (personnel policies on travel, hours of work, training required, reimbursement for meeting refreshments, paying for meeting space, etc.?)

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22) Will outside consultants be solicited to work on the grant and if so, is a process in place for appropriate selection and oversight of consultant activities? Y\_\_\_\_\_ N\_\_\_\_\_ If so, what is the funding source for consultant fees?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

23) For a program grant, how would the program be funded after the grant expires? (It should be understood that once grant funding ends, either the program ceases OR the funding for the program needs to be absorbed within the department's or office's existing budget) **OR** justification must be provided that the program has been and will continue to save or benefit taxpayers.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

24) Please provide (attached to questionnaire) a synopsis of the grant or a copy of the fact sheet.

**See attached E18-003 Consent Memo.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Official signature of requesting office/department:

/s/ Liz Jessee  
Elected Official/Department Head

6/6/17  
Date

**FOR COMMISSIONERS' OFFICE USE ONLY**

Approved by: \_\_\_\_\_  
Chair, Board of County Commissioners

\_\_\_\_\_  
Date

- Copies to: 1) Requesting Office/Department
- 2) Susan Dombrosky, Auditor's office
- 3) Commissioners' File

**Washington State Military Department  
CONTRACT FACE SHEET**

1. Contractor Name and Address: <b>Walla Walla County Department of Emergency Management 27 North 2<sup>nd</sup> Ave. Walla Walla, WA 99334</b>		2. Contract Amount:  <b>\$ 29,778</b>	3. Contract Number  <b>E18-003</b>
4. Contractor's Contact Person, phone number: <b>Liz Jessee, (509) 524-2900 <a href="mailto:ljesssee@co.walla-walla.wa.us">ljesssee@co.walla-walla.wa.us</a></b>		5. Contract Start Date  <b>July 1, 2017</b>	6. Contract End Date  <b>June 30, 2018</b>
7. MD Program Manager/phone number: <b>Steven G. Williams, (509) 545-2030 <a href="mailto:steven.williams@mil.wa.gov">steven.williams@mil.wa.gov</a></b>		8. Data Universal Numbering System (DUNS #): <b>619398386</b>	9. UBI # (state revenue):  <b>363-006-535</b>
10. Funding Authority: <b>Washington State Military Department (Department) and the Energy Facility Site Evaluation Council (EFSEC)</b>			
11. Funding Source Agreement #: <b>EMD – CGS – EP (2017-19)</b>	12. Program Index # & Obj/Subobj <b>78803                      NZ</b>	13. CFDA # & Title: <b>NA</b>	14. TIN or SSN: <b>NA</b>
15. Service Districts: (BY LEGISLATIVE DISTRICT): <b>16</b> (BY CONGRESSIONAL DISTRICT): <b>4</b>		16. Service Area by County(ies):  <b>Walla Walla County</b>	17. Women/Minority-Owned, State Certified?: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> NO <input type="checkbox"/> YES, OMWBE # _____
18. Contract Classification: <input type="checkbox"/> Personal Services <input type="checkbox"/> Client Services <input checked="" type="checkbox"/> Public/Local Gov't <input type="checkbox"/> Collaborative Research <input type="checkbox"/> A/E <input type="checkbox"/> Other _____		19. Contract Type (check all that apply): <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Grant <input type="checkbox"/> Agreement <input type="checkbox"/> Intergovernmental (RCW 39.34) <input type="checkbox"/> Interagency	
20. Contractor Selection Process: <input type="checkbox"/> "To all who apply & qualify" <input type="checkbox"/> Competitive Bidding <input checked="" type="checkbox"/> Sole Source <input type="checkbox"/> A/E RCW <input type="checkbox"/> N/A <input type="checkbox"/> Filed w/OFM? <input type="checkbox"/> Advertised? <input type="checkbox"/> YES <input type="checkbox"/> NO _____		21. Contractor Type (check all that apply) <input type="checkbox"/> Private Organization/Individual <input type="checkbox"/> For-Profit <input checked="" type="checkbox"/> Public Organization/Jurisdiction <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> VENDOR <input checked="" type="checkbox"/> SUBRECIPIENT <input type="checkbox"/> OTHER	
22. BRIEF DESCRIPTION: <b>To provide EFSEC pass-through dollars (SFY 2018) for the county to conduct radiological emergency preparedness program duties relating to the Columbia Generating Station nuclear power plant.</b>			
IN WITNESS WHEREOF, the Department and Contractor acknowledge and accept the terms of this contract, including all referenced exhibits and attachments which are hereby incorporated in and made part hereof, and have executed this contract as of the date and year written below. This Contract Face Sheet, Special Terms and Conditions (Exhibit A), General Terms and Conditions (Exhibit B), Statement of Work (Exhibit C), Budget (Exhibit D), and all other documents, exhibits, and attachments govern the rights and obligations of the parties to this contract. No other understandings, oral or otherwise, regarding the subject matter of this contract shall be deemed to exist or to bind any of the parties hereto.			
In the event of an inconsistency in this contract, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:  <b>(a)      Applicable Federal and State Statutes and Regulations</b> <b>(b)      Statement of Work</b> <b>(c)      Special Terms and Conditions</b> <b>(d)      General Terms and Conditions, and if attached,</b> <b>(e)      EFSEC Award Document</b> <b>(f)      Any other provisions of the contract incorporated by reference.</b>			
WHEREAS, the parties hereto have executed this contract on the day and year last specified below.			
FOR THE DEPARTMENT:		FOR THE CONTRACTOR:	
Signature _____	Date _____	Signature _____	Date _____
Dan Swisher, Chief Financial Officer Washington State Military Department		Liz Jessee, Director	
Approved as to Form: Brian E. Buchholz, (signature on file) Assistant Attorney General	6/18/2013	for Walla Walla County Department of Emergency Management	

Form 07/14/15

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING  
REVISED ALL HAZARD MASTER  
MUTUAL AID AGREEMENT  
BETWEEN JURISDICTIONS,  
AGENCIES, NON-GOVERNMENTAL  
GROUPS, AND PRIVATE  
INDUSTRIES WITHIN WALLA  
WALLA COUNTY, WASHINGTON



RESOLUTION NO.

**WHEREAS**, providing adequate response to emergencies impacting the public safety is the top priority of local governments and municipalities within Walla Walla County, Washington; and

**WHEREAS**, the ability to provide and maintain the infrastructure, personnel, and facilities required to respond to major emergencies is often cost-prohibitive to any single jurisdiction, and the coordination of mutual resources from individual agencies can significantly enhance the effectiveness of response to said emergencies; and

**WHEREAS**, the Board of Commissioners recognizes the importance and value of entering into a mutual aid agreement with other government agencies that provide emergency response within Walla Walla County, Washington; and

**WHEREAS**, Walla Walla County Emergency Management has prepared the Walla Walla County All Hazard Master Mutual Aid Agreement between Jurisdictions, Agencies, Non-Governmental Groups, and Private Industries within Walla Walla County, Washington; and

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that said Mutual Aid Agreement be approved.

*Passed this 12<sup>th</sup> day of June, 2017 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*



# Walla Walla County

## Emergency Management Department

27 N. 2<sup>nd</sup> Avenue  
Walla Walla, Washington 99362  
Phone: (509) 524-2900 • Fax: (509) 524-2910  
www.wwemd.info

**LIZ JESSEE**  
Director

**PATRICK PURCELL**  
Coordinator

## Memo

**To:** Board of Walla Walla County Commissioners  
**From:** Liz Jessee  
**Date:** 6/5/2017  
**Re:** Revised Master Mutual Aid Agreement

---

The Walla Walla County Board of Commissioners approved the Walla Walla County All Hazard Master Mutual Aid Agreement (MMAA) in August 2012 (Resolution 12 223).

Since the adoption there have been changes recommended by signatories to the agreement, Geoff Phillips, M.S. AEM, Public Assistance Coordinator for Washington State Emergency Management Division, and by Jesse Nolte of the Walla Walla County Prosecuting Attorney's Office. Emergency managers from the four (4)<sup>1</sup> counties participating in the MMAA met at the end of 2016 and again in March of this year to review and revise the document.

The document has been reviewed and approved by Jesse Nolte. I am now requesting the board's approval of the revised MMAA.

---

<sup>1</sup> Walla Walla, Benton, Franklin, & Columbia Counties

**Walla Walla County Master Mutual Aid Agreement (MMAA)  
Annual Report of Changes<sup>1</sup>**

Throughout the MMAA Emergency Coordination Center (ECC) was added to references to the Emergency Operations Center (EOC) since Franklin County has changed from use of EOC to ECC.

A list of signed organizations/agencies was added as Appendix A and Signature Pages were added as Appendix B

Lined-through text indicates language was removed. Underlined text indicates added language.

## Section 2. Authorizations and Authorities

- a. Date of Stafford Act updated from October 30, 2000 to April 2015
- i. Date added to RCW reference
- j. Date added to RCW reference

## Section 3. Implementation\

- e. Each party to this MMAA agrees to furnish those resources and services to each other as reasonably necessary to assist in the response to emergencies or disasters in accordance with the Operations Plan**Error! Bookmark not defined.**s.
- h. Each party to this MMAA agrees to furnish those resources and services to each other as reasonably necessary to assist in the response to emergencies or disasters in accordance with the Operations Plans.
- j. At such time resources requested are no longer available or it becomes apparent to an Incident Commander that the requested resources are insufficient to abate or improve the emergency, and the emergency has not abated and is not improving, an emergency may be declared by the jurisdiction's chief executive or other person delegated that authority.

## Section 4. Roles and Responsibilities

All parties to this MMA will:

- d. Develop and test internal plans to manager their response as it links to this MMAA and developed operations plans.

Requesting parties will:

- c. Request a mission number from Washington State Emergency Management Division, when deemed appropriate by Walla Walla County DEM.

Assisting Parties will:

- a. Assess internal capabilities and provide a prompt reply to any request for support from a requesting party, as provided in their operations plan.

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<sup>1</sup> Section 11, Administration, paragraph f.



## Section 5. Requesting and Providing Resources

- b. All available resources within the context of this MMAA should be categorized by size, capacity, capability, skill, and other characteristics (Kind and Type). ~~A database of Walla Walla County resources will be developed and maintained in the WWCEM EOC and the resources will be classified by kind and type. A list of Walla Walla County resources shall be developed, managed and maintained by each signatory to this agreement.~~ This makes the resource ordering and dispatch process within jurisdictions, across jurisdictions, and between governmental and non-governmental entities more efficient and ensures ~~that the Incident Commanders (IC) receive resources appropriate~~ will receive available resources appropriate to their needs.
- g. The resource tracking and mobilization processes are directly linked. When resources arrive on scene, they must formally check in ~~with the IC, Division Supervisor, Staging, or Check-In (Per ICS). Check in starts the on-scene, in-processing and validates the order requirements.~~ as directed through the resource order. Notification that the resource has arrived is sent back through the established system.

## Section 6. Compensation and Reimbursements

- a. The parties agree that the resources available under this MMAA from each are equivalent by type or credential and agree that the availability and provision of such constitute consideration under this MMAA. No payment will be made or required for the request or use of resources under this MMAA except as specifically allowed herein or by law.

## Section 7. Insurance, Indemnification/Liability, Claims, and Immunity

- b. Insurance –Each Participating Government shall bear the risk of its own actions, as it does with its day-to-day operations, and determine for itself what kinds of insurance, and in what amounts, it should carry. Each Assisting Party shall be solely responsible for determining that its insurance is current and adequate prior to providing assistance under this MMAA. The amount of reimbursement from the Requesting Party shall be reduced by the amount of any insurance proceeds to which the Assisting Party is paid as a result of losses experienced in rendering assistance pursuant to this MMAA. No eligibility or protection offered under chapter 38.52 RCW will replace other state mandated insurance coverage required for vehicles, vessels, boats, or aircraft except as specified in 38.52.180 RCW. All resources are to be covered for liability and physical damage by the Assisting Party.

## Section 9. Qualifications and Certifications

- d. If a person or entity holds a license, certificate or other permit issued by a participating party or the state evidencing qualification in a professional, mechanical or other skill and the assistance of that person or entity is requested by a participating party, the person or entity shall be deemed to be licensed, certified or permitted with the party requesting assistance for the duration of the declared emergency or authorized drills or exercises and subject to any limitations and conditions the chief executive of the participating party receiving the assistance may prescribe by executive order or otherwise. The party owning or employing a resource is responsible to verify or certify the credentials of a resource or if appropriate shall identify the resource as licensed and certified and is responsible to verify or certify the credentials.

## Section 11. Administration

- b. Term and Withdrawal –This MMAA shall be in effect for one (1) year from the date herein and is renewed automatically in successive one (1) year terms. Upon no less than sixty (60) calendar days advance written notice a Party may withdraw from this MMAA. Notice of such withdrawal shall be made in writing and shall be served personally, by registered mail or email to the Director, Walla Walla County Emergency Management ~~and by regular mail or facsimile to all other Parties of the MMAA.~~ Notice of withdrawal shall not relieve the withdrawing Participating Party from obligations incurred hereunder prior to the effective date of the withdrawal.
- c. Effective Date of this MMAA –This Master Mutual Aid Agreement shall become effective as to each party when adopted by resolution and executed by the governing body of the Party, and shall remain operative and effective as between each and every party that has heretofore or hereafter executed this MMAA, until participation in this MMAA is withdrawn by the party. The Emergency Management Director shall issue an annual report, with updates as needed, to all parties identifying the parties to this MMAA and any changes made to the MMAA.
- g. Any Party may request modification of this MMAA by submitting the recommended change in writing to WWCEM. The Director will ~~then deliver the recommended change to each Party for review and approval. Approval by the legislative boards of a majority of the Parties will cause the modification to be included in this MMAA and all parties will then be subject to the modified MMAA.~~ convene a meeting with all Emergency Management Departments who are associated with this MMAA. The Directors will review the recommended changes, consult with legal and accept or deny the change. All Emergency Management Departments associated with this MMAA will deliver an updated MMAA annually to each Signatory. The annual report will identify any changes to the MMAA.

## Walla Walla County Master Mutual Aid Agreement (MMAA)

### 2017 Changes

All references to Walla Walla County DEM were changed to Walla Walla County EMD

Lined-through text indicates language was removed. Underlined text indicates added language.

#### Section 6. Compensation and Reimbursements

- a. The parties agree that the resources available under this MMAA from each are equivalent by type or credential and agree that the availability and provision of such constitute consideration under this MMAA. ~~No payment will be made or required for the request or use of resources under this MMAA except as specifically allowed herein or by laws.~~ Reimbursement shall be made in accordance with this Section, unless otherwise required by law or superseded by another agreement.
- b. Costs –
  - ii. Equipment/non-expendable resources– The Assisting Party shall be reimbursed by the Requesting Party for the use of its equipment during Extended Operations according to either a pre-established local or State hourly rate, or according to the actual replacement, operation, and maintenance expenses incurred. For those instances in which costs are reimbursed by the Federal Emergency Management Agency, the eligible direct costs shall be determined in accordance with 44 CFR 206.228 a (ii). ~~or by~~ If the incident is local or triggers State Mobilization, Washington State Fire Service Mobilization ~~for firefighting~~ rates will be utilized.
  - iii. Under declared emergencies or extended operations, reimbursements may be available. Generally, the measure of reimbursement shall be determined in accordance with 44 CFR 206.228 a (ii) or by the Washington State Fire Service Mobilization for firefighting expendable materials. In the alternative, the Parties may agree that the Requesting Party will replace, with like kind and quality as determined by the Assisting Party, the materials and supplies used or damaged. Further, materials, supplies, and expendable resources shall also be fully accounted for at the incident and by the Assisting Party upon return. Restocking may occur at the incident or at the point from which a resource was deployed coordinated using ICS logistics and finance tracking methods. The incident management organization may bear the costs of expendable resources, as authorized in preplanned financial agreements or as defined in the Operations Plans.
  - iv. Other Cost Allocations - Some Parties to this MMAA may be charging for services or contracting to provide services under a cost allocation formula. If costs are not identified/determined at the time of the request, GSA or Fire Mobilization rates will apply. The determination of which rate to use will be dependent on authorization of State Mobilization. ~~For e~~Examples, not to be considered an exhaustive list:
- c. Record Keeping –

The Assisting Party shall maintain records and submit invoices for reimbursement by the Requesting Party using the format used by their respective administrative agency. Additional forms and procedures may be required by FEMA publications, including 2 CFR, 200, applicable Office of Management and Budget Circulars, and State requirements if the disaster provides for

reimbursements through the State from FEMA. Requesting Party ~~and~~; Division finance personnel; Expanded Resource Ordering Coordinator; Fire Coordinators/Dispatch centers and ICS forms may be used to ~~shall~~ provide information, directions, and assistance for record keeping to Assisting Party personnel.

e. Reimbursement –

...In the event such dispute cannot be resolved by agreement of the parties, such dispute shall be resolved by binding arbitration pursuant to RCW 7.04A, as amended, and the Mandatory Arbitration Rules (MAR); venue shall be ~~placed~~ located in ~~Walla-Walla~~ County the host jurisdiction, the laws of the State of Washington shall apply, and the prevailing party shall be entitled to its reasonable attorney fees and costs.

**Walla Walla County Master Mutual Aid Agreement (MMAA)  
Annual Report of Changes<sup>1</sup>**

All references to Walla Walla County DEM were changed to Walla Walla County EMD

Lined-through text indicates language was removed. Underlined text indicates added language.

**Section 6. Compensation and Reimbursements**

- a. The parties agree that the resources available under this MMAA from each are equivalent by type or credential and agree that the availability and provision of such constitute consideration under this MMAA. ~~No payment will be made or required for the request or use of resources under this MMAA except as specifically allowed herein or by laws.~~ Reimbursement shall be made in accordance with this Section, unless otherwise required by law or superseded by another agreement.
- b. Costs –
- ii. Equipment/non-expendable resources– The Assisting Party shall be reimbursed by the Requesting Party for the use of its equipment during Extended Operations according to either a pre-established local or State hourly rate, or according to the actual replacement, operation, and maintenance expenses incurred. For those instances in which costs are reimbursed by the Federal Emergency Management Agency, the eligible direct costs shall be determined in accordance with 44 CFR 206.228 a (ii). ~~or by~~ If the incident is local or triggers State Mobilization, Washington State Fire Service Mobilization ~~for firefighting~~ rates will be utilized.
- iii. Under declared emergencies or extended operations, reimbursements may be available. Generally, the measure of reimbursement shall be determined in accordance with 44 CFR 206.228 a (ii) or by the Washington State Fire Service Mobilization for firefighting expendable materials. In the alternative, the Parties may agree that the Requesting Party will replace, with like kind and quality as determined by the Assisting Party, the materials and supplies used or damaged. Further, materials, supplies, and expendable resources shall also be fully accounted for at the incident and by the Assisting Party upon return. Restocking may occur at the incident or at the point from which a resource was deployed coordinated using ICS logistics and finance tracking methods. The incident management organization may bear the costs of expendable resources, as authorized in preplanned financial agreements or as defined in the Operations Plans.
- iv. Other Cost Allocations - Some Parties to this MMAA may be charging for services or contracting to provide services under a cost allocation formula. If costs are not identified/determined at the time of the request, GSA or Fire Mobilization rates will apply. The determination of which rate to use will be dependent on authorization of State Mobilization. ~~For e~~Examples, not to be considered an exhaustive list:
- c. Record Keeping –
- The Assisting Party shall maintain records and submit invoices for reimbursement by the Requesting Party using the format used by their respective administrative agency. Additional forms

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<sup>1</sup> Section 11, Administration, paragraph f.

and procedures may be required by FEMA publications, including 2 CFR, 200, applicable Office of Management and Budget Circulars, and State requirements if the disaster provides for reimbursements through the State from FEMA. Requesting Party ~~and~~; Division finance personnel; Expanded Resource Ordering Coordinator; Fire Coordinators/Dispatch centers and ICS forms may be used to ~~shall~~ provide information, directions, and assistance for record keeping to Assisting Party personnel.

e. Reimbursement –

...In the event such dispute cannot be resolved by agreement of the parties, such dispute shall be resolved by binding arbitration pursuant to RCW 7.04A, as amended, and the Mandatory Arbitration Rules (MAR); venue shall be ~~placed~~ located in ~~Walla-Walla~~ County the host jurisdiction, the laws of the State of Washington shall apply, and the prevailing party shall be entitled to its reasonable attorney fees and costs.

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVAL  
OF A MEMORANDUM OF  
UNDERSTANDING BETWEEN THE  
U.S. ARMY CORPS OF  
ENGINEERS WALLA WALLA  
DISTRICT AND THE COUNTY OF  
WALLA WALLA, WASHINGTON



RESOLUTION NO.

**WHEREAS**, the Walla Walla County Emergency Management Department worked with Emergency Management, U.S. Army Corps of Engineers Walla Walla District (Corps), to prepare a Memorandum of Understanding (MOU) between the two entities that outlines the relationship between the Corps and County regarding emergency response and planning efforts related to flood events; and

**WHEREAS**, the MOU applies to all flood events within the legal boundaries of the County, regardless of the source of flooding, but does not alter any jurisdictional boundaries; and

**WHEREAS**, flood events require a unified effort on the part of all impacted jurisdictions to ensure adequate planning, rapid response, and effective recovery; and

**WHEREAS**, the County and the Corps will respond to flood events with the potential to impact lives and property within Walla Walla County, within their respective authorities, as assigned by law and agency regulations; and

**WHEREAS**, the MOU identifies Corps and County authorities and jurisdictions, defines roles and responsibilities, outlines the preparedness process for both entities, and identifies the plans that support the MOU; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that said Memorandum of Understanding be approved.

*Passed this 12<sup>th</sup> day of June, 2017 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Chairman, District 3

\_\_\_\_\_  
James K. Johnson, Commissioner, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*



*Emergency Management  
Walla Walla County*

## Walla Walla County

### Emergency Management Department

27 N. 2<sup>nd</sup> Avenue  
Walla Walla, Washington 99362  
Phone: (509) 524-2900 • Fax: (509) 524-2910  
www.wwemd.info

**LIZ JESSEE**  
Director

**PATRICK PURCELL**  
Coordinator

## Memo

**To:** Board of Walla Walla County Commissioners  
**From:** Liz Jessee  
**Date:** 6/6/2017  
**Re:** Updated Memorandum of Understanding Between Walla Walla County and the U.S. Army Corps of Engineers for Flood Fight Operations

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The Walla Walla County MOU with the U.S. Army Corps of Engineers for flood fight operations has undergone review and revision. Attached is the revised document signed by Lieutenant Colonel Damon A. Delarosa, Corps of Engineers District Commander. I've also included the response matrix which is referenced in the MOU.

The document has been reviewed and approved by Jesse Nolte, Deputy Prosecuting Attorney and by Randy Glaeser, County Public Works Director. I am requesting the board's approval of the revised agreement.





DEPARTMENT OF THE ARMY  
U.S. ARMY CORPS OF ENGINEERS  
201 NORTH THIRD AVENUE  
WALLA WALLA, WA 99362-1876

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE U.S. ARMY CORPS OF ENGINEERS WALLA WALLA DISTRICT  
AND  
THE COUNTY OF WALLA WALLA, WASHINGTON

SUBJECT: Flood Response Operations in Walla Walla County

1. Purpose.

Flood events require both adequate planning and rapid response to ensure effective recovery, which requires a unified effort on the part of all impacted jurisdictions. However, disaster response authorities and jurisdictions are not contiguous within the United States and must be reconciled in advance of a flood event as much as possible.

This Memorandum of Understanding (MOU) defines the relationship between the U.S. Army Corps of Engineers, Walla Walla District (District), and the County of Walla Walla, Washington (County), for flood response operations within the legal boundaries of Walla Walla County. Specifically, this MOU:

- a. Identifies the authorities and jurisdictions for the District and the County that apply to flood response operations.
- b. Defines the roles and responsibilities of the District and the County in planning for and responding to a flood event.
- c. Outlines the process by which the District and the County jointly prepare for and respond to flood events.
- d. States the plans that will support this MOU and identifies the process to coordinate them to avoid conflicts and duplication of efforts.

2. References.

- a. 33 U.S.C. § 701n, also known as Public Law 84-99, Flood Control and Coastal Emergencies.
- b. 42 U.S.C. §§ 5121-5202, Public Law 93-288, The Disaster Relief Act Amendments of 1974, currently known as the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended by Public Law 100-707 (1988).

- c. 6 U.S.C. §§ 311-319, Public Law 107-296, Homeland Security Act of 2002, Emergency Preparedness and Response, Title V.
- d. U.S. Army Corps of Engineers, Engineer Regulation 500-1-1, Emergency Employment of Army and Other Resources (Civil Emergency Management Program), September 30, 2001.
- f. U.S. Army Corps of Engineers, Walla Walla District, Mill Creek Project Emergency Operation Procedure 3201, Flood, February 2015.
- g. U.S. Army Corps of Engineers, Walla Walla District, Standard Operating Procedure, Support of Non-Federal Government Flood Response Operations (PL84-99 Operations SOP), November 2016.
- h. U.S. Army Corps of Engineers, Walla Walla District, Water Control Manual for Mill Creek Flood Control Project, July 2006.
- i. U.S. Army Corps of Engineers, Walla Walla District, Mill Creek Project Dam Safety Program – Emergency Action Plan, March 2017.
- j. U.S. Department of Homeland Security, National Response Framework, Second Edition, May 2013.
- k. Revised Code of Washington 36.40.140-180, Emergencies Subject To Hearing.
- l. Revised Code of Washington 36.40.190, Payment of Emergency Warrants.
- m. Revised Code of Washington 38.52, Emergency Management.
- n. Revised Code of Washington 39.34, Interlocal Cooperation Act.
- o. Revised Code of Washington 52, Fire Protection Districts.
- p. Washington Administrative Code (WAC) 118, Military Department (Emergency Management).
- q. Washington Military Department Emergency Management Division, Washington State Comprehensive Emergency Management Plan, May 2016.
- r. Walla Walla County Flood Response Plan, June 2009.
- s. Walla Walla County Comprehensive Emergency Management Plan, 2012.
- t. Law enforcement support for District property by contractual agreement with the Walla Walla County Sheriff's Office.

u. State of Washington, Department of Corrections Contract No. K7407 Sandbagging Filling Operation Memorandum of Agreement, 2006, Amendment No. 3, February 2016.

v. Walla Walla County Master Mutual Aid Agreement, 2016.

w. Interlocal Agreement for Walla Walla County Emergency Management Department, January 2017 (an agreement between the County and the Cities of College Place, Prescott, Waitsburg, and Walla Walla, which is in effect for 5 years).

### 3. Scope.

This MOU applies to all flood events within the legal boundaries of the County, regardless of the source of flooding, but does not alter boundaries within the County. Within their respective authorities as assigned by law and agency regulation, the County and the District will respond to flood events with the potential to impact lives and property within Walla Walla County. The priority for flood response operations is to save lives and then protect property. If lives are not at immediate risk, property may be protected as time allows.

District and County jurisdictions and authorities generally do not overlap. This MOU does not override any standing laws, rules, regulations, or other agreements that apply to the District or the County. Conflicts not identified here will be addressed as they arise, on a case-by-case basis. The strategy for this arrangement is “centralized planning, decentralized execution.”

The District and the County will prepare the necessary flood response plans, as required by relevant laws and regulations, for independent implementation. These will be closely coordinated during the planning phase through a Joint Communications Plan, as defined below. The County Flood Response Plan will establish as much response time as possible for all impacted non-Federal jurisdictions, identify possible options, and address resource needs. A phased response to changing conditions will be used to gradually increase County preparedness and response levels. The County may set their preparedness to desired levels independent of District plans and actions.

The Incident Command System field command structure will be used (in accordance with the National Response Framework) for any flood response. All responses will be organized either as a Multi-agency Coordination Group (MAC Group) (used when multiple incidents involving multiple jurisdictions occur simultaneously) or Unified Command (used when one incident occurs that involves multiple and separate locations).

Recovery operations are not included in this MOU.

#### 4. Roles and Responsibilities.

a. The District and the County will closely coordinate planning activities on a regular basis, which include, but are not limited to, the following:

(1) Review this MOU annually, near the start of flood season but not later than December 1. Amendments shall be in writing and agreed to by both parties.

(2) Maintain a Joint Communication Plan, as outlined in this MOU. This plan serves two functions: (1) identify all plans relevant to flood response operations within the scope of this MOU and ensure they are coordinated to avoid gaps and duplication of effort where possible; and (2) compile all communication requirements, procedures, and systems so that there is one single reference for all parties.

Accordingly, the District and the County agree to exchange flood related data on a regular basis, especially during potential and actual flood events. Further, the District and the County agree to maintain and use common communication methods to ensure flood related data is exchanged. The Joint Communication Plan includes the following:

(a) Relevant response plans

- Walla Walla County Flood Response Plan.
- Mill Creek Project Emergency Operation Procedure 3201, Flood.
- Support of Non-Federal Government Flood Response Operations (PL84-99) Standard Operating Procedures (PL84-99 Operations SOP).
- District Water Control Manual for Mill Creek Flood Control Project.
- District Emergency Action Plan for Mill Creek Project.

(b) A synchronization matrix that summarizes each response plan by location and identifies key actions for each plan. This will assist with identifying gaps and eliminating duplication of effort in all plans.

(c) Utilize common communication methods, including agreed upon distribution lists for e-mails, telephone contact lists, websites, etc. Radio frequencies may be utilized as well, but authorization to use those frequencies will be addressed separately from this MOU.

(d) The County's emergency notification process (in the Walla Walla County Flood Response Plan) to contact residents within the inundation zone of any water-retaining structure operated by the District in the County. This will be used to

advise residents of changes in the structure stability, including under emergency conditions.

(e) All web pages containing real-time weather and flooding information for selected District projects and use of social media as source of real-time public information dissemination.

(f) Requirements for establishing a facility to coordinate all incident-related public information activities, the Joint Information Center (JIC), which will be operated by the County.

b. Subject to the availability of funding, the District shall:

(1) Operate and maintain all Federal water control structures as authorized by law and available funding, and maintain appropriate emergency action plans and water control manuals.

(2) Support County flood preparedness and response through Flood Control and Coastal Emergencies authorities, as per the District PL84-99 Operations SOP.

(3) Maintain this MOU and the Joint Communication Plan.

(4) Support the County in preparing and maintaining the County Flood Response Plan.

(5) Provide a liaison to the County Emergency Coordination Center at the start of Limited Response Phase.

(6) Participate in the Joint Information Center operated by the County, as described in the Joint Communication Plan.

c. The County shall:

(1) Maintain a disaster response capability as provided for in the County Comprehensive Emergency Management Plan (which includes the County Flood Response Plan), contingent on available funding. NOTE: The County is not authorized to respond to flood events on Federal property without authorization and reimbursement.

(2) Maintain an updated emergency notification system.

(3) Contact County residents living within the inundation zone of any water-retaining structure operated by the District prior to or as necessary during emergency operations.

(4) Activate and operate a Joint Information Center in accordance with the County Comprehensive Emergency Management Plan.

5. Exercise and Training will be scheduled as far in advance as possible. The District and the County agree to the following, subject to availability of funding and assessment of need:

a. Conduct joint bi-annual exercises to verify and update the joint synchronization matrix.

b. Conduct annual joint flood fight training and bi-annual Corps/County flood asset coordination meetings.

c. Conduct drills for individual plans may be conducted independently, except as provided for in the relevant plans, or as required for flood fight training.

6. Termination.

This MOU may be terminated by either party upon 60 days' advance written notice to the other party.



\_\_\_\_\_  
Damon A. Delarosa  
Lieutenant Colonel, Corps of Engineers  
District Commander

1 June 2017

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
James L. Duncan  
Chair, Walla Walla County Board  
of Commissioners

\_\_\_\_\_  
(Date)

**11:30 COUNTY COMMISSIONERS**

- a) Miscellaneous or unfinished business to come before the Board

**12:00 RECESS**

**1:30 COUNTY COMMISSIONERS**

- a) Miscellaneous or unfinished business to come before the Board

**- A D J O U R N -**

*Walla Walla County is ADA compliant. Please contact TTY: (800) 833-6384 or 7-1-1 or the Commissioners' Office at 509/524-2505 three (3) days in advance if you need any language, hearing, or physical accommodation.*

*Please note that the agenda is tentative only. The Board may add, delete, or postpone items and may take action on an item not on the agenda.*