

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
TUESDAY, MAY 26, 2020

Pursuant to the Governor's proclamation dated March 23, 2020 the Commissioner Meeting will be held via phone and internet. Following is the website to attend and listen to the meeting and the phone number to call to take part in the meeting. Any questions please email us wwcocommissioners@co.walla-walla.wa.us

Call in 1-408-418-9388 access code: 961 172 929

Meeting link: <https://wwco.webex.com/wwco/j.php?MTID=m2aea20bc4f0b1e80ff1455b9786f9418>

The agenda will include only necessary action items until further notice.

PLEASE NOTE: ALL TIMES ARE TENTATIVE AND AT THE DISCRETION OF THE CHAIRMAN WITH THE EXCEPTION OF ADVERTISED BID OPENINGS AND PUBLIC HEARINGS.

10:00 COUNTY COMMISSIONERS

Chairman Tompkins

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) Declarations re: conflict of interest
- c) Pledge of Allegiance
- d) 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.*

e) Action Agenda Items:

- 1) Review submitted Employee Payroll Action Forms
- 2) Review warrant list
- 3) Review travel warrant list

f) Consent Agenda Items:

- 1) Resolution _____ - Minutes of County Commissioners' proceedings for May 18 and 19, 2020
- 2) Resolution _____ - Formal Establishment of a new fund in the Walla Walla County Budget (Fund 16300 – CRF -Cares Funding)
- 3) Payroll action and other forms requiring Board approval

g) Action Agenda Items:

- 1) County vouchers/warrants/electronic payments as follows: 4219640 through 4219802 totaling \$803,724.26, 4219831 through 4219845 totaling \$142,582.59 ER&R and fair

COUNTY COMMISSIONERS (continued):

g) Action Agenda Items (continued):

2) Proposal 2020 05-26 EMD
Approval of temporary, part time
Emergency Management Specialist
for COVID-19 response

3) Authorize Chairman to execute
Washington State Department of
Commerce Interagency Agreement
with Walla Walla County through the
Coronavirus Relief Fund for local
governments

**h) Miscellaneous business to come
before the Board**

**i) Review reports and correspondence;
hear committee and meeting reports**

**j) Review of constituent concerns/possible
updates re: past concerns**

10:15

DEPARTMENT OF COMMUNITY HEALTH

Meghan DeBolt

a) **Action Agenda Items:**

- 1) Approval of offer for approved
Emergency Preparedness Program
Coordinator position

b) COVID-19 update and miscellaneous

10:30

**COUNTY COMMISSIONERS acting as the MILL CREEK
FLOOD CONTROL ZONE DISTRICT SUPERVISORS**

a) Consent Agenda Items:

- 1) Execute Landowner Acknowledgement form for grant application by Tri-State Steelheaders for work in the Mill Creek Flood Control Zone District between Spokane Street and Park Street
- 2) Execute Landowner Acknowledgement form for grant application by Tri-State Steelheaders for work in the Mill Creek Flood Control Zone District between 6th Avenue and 3rd Avenue

a) **Consent Agenda Items:**

- 1) Resolution _____ - Signing a Local Agency Agreement for application for Federal Highway Administration (FHWA) Emergency Relief Program Funds for 2020 flooding projects

- b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF SIGNING A
LOCAL AGENCY AGREEMENT FOR
AN APPLICATION FOR FEDERAL
HIGHWAY ADMINISTRATION (FHWA)
EMERGENCY RELIEF PROGRAM
FUNDS FOR 2020 FLOODING
PROJECTS



RESOLUTION NO. **20**

WHEREAS, FHWA Emergency Relief Programs Funds for 2020 are available; and

WHEREAS, Mill Creek Road, Lowden Gardena Road, Last Chance Road, Wallula Avenue, Touchet North Road and McDonald Road Projects have qualified to receive FHWA Emergency Relief Funding; and

WHEREAS, a Local Agency Agreement have been prepared as part of an application for said funds to improve Mill Creek Road, Lowden Gardena Road, Last Chance Road, Wallula Avenue, Touchet North Road and McDonald Road Projects; and

WHEREAS, Walla Walla County agrees to comply with the regulations, policies and procedures set forth in the Local Agency Agreement as a condition of payment of federal funds obligated; now therefore

BE IT HEREBY RESOLVED, by this Board of Walla Walla County Commissioners, that they do hereby enter into said Local Agency Agreement and the Chair of the board shall sign same in the name of the Board.

*Passed this 26th day of **May, 2020** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:

Diane L. Harris, Clerk of the Board

Gregory A. Tompkins, 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 Public Works
990 Navion Lane
Walla Walla, WA 99362**



To: Board of County Commissioners

From: Tony Garcia, P.E. Public Works Director

Date: 20 May 2020

Re: Director's Report for the Week of 18 May 2020

Board Action: 26 May 2020

RESOLUTIONS:

In the Matter of Signing a Local Agency Agreement for an Application for FHWA Emergency Relief Program Funds for 2020 Flooding Projects

MISCELLANEOUS:

Execute Landowner Acknowledgement form for grant application by Tri-State Steelheaders for work in Mill Creek Flood Control Zone District between Spokane Street and Park Street

Execute Landowner Acknowledgement form for grant application by Tri-State Steelheaders for work in Mill Creek Flood Control Zone District between 6th Avenue and 3rd Avenue

ENGINEERING:

- Flood Damage Repair:
 - Working on documentation to obligate approved Federal Highway Administration (FHWA) Emergency Relief (ER) funds (approximately \$1,050,000). Working on inputting information into FEMA Grants Portal.
- Mill Creek Road MP 1.1 to MP 3.96 (Five Mile to Seven Mile): Reviewing right of way acquisition documents.
- Middle Waitsburg Road: Consultant is working on right of way acquisition documents.
- Peppers Bridge Road: Working on plan sheet production and cultural resource survey.
- Blue Creek Bridge/Mill Creek FH: Contractor is working on punch list items to complete contract. Contractor is implementing COVID-19 Job Site Requirements.

MAINTENANCE/FLEET MANAGEMENT:

- Finalizing chip seal prep.
- Vegetation crews spraying as weather allows.
- Garage crews working on routine vehicle maintenance.

ADMINISTRATION:

- Coordinating efforts with the State to secure a temporary bridge at Seven Mile to provide interim access to local residents.
- Working with FEMA and FHWA to obtain some reimbursement from our flood recovery costs.
- Coordinating with the Corps of Engineers to rehab Mill Creek levee and concrete channel to pre-flood conditions. Also finalizing the draft report of the Mill Creek GI Study.
- All Public Works staff continuing to follow proper social distancing and performing additional cleaning and disinfecting throughout all facilities and vehicles.

- a) Department update and miscellaneous
- b) **Active Agenda Items:**
 - 1) Possible discussion/decision re: any pending claims against the County
- c) Possible executive session re: qualifications of an applicant for employment and/or review performance of a public employee (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)), and/or litigation or pending 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 potential litigation
(pursuant to RCW 42.30.110(i))

11:15

COUNTY COMMISSIONERS

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

Written Department updates only provided by:

JOINT FINANCIAL UPDATE

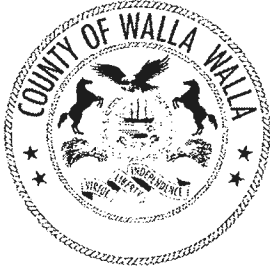
**Gordon Heimbigner
Karen Martin**

TECHNOLOGY SERVICES

Chad Goodhue

COUNTY CORRECTIONS

Norrie Gregoire



WALLA WALLA COUNTY
Technology Services Department

Chad R Goodhue | Technology Services Director |

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362
(509) 524-2590
cgoodhue@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

May 26th, 2020

To: **Walla Walla County Board of Commissioners**

Re: Technology Services Update

Issues/Information for the Board.

- 23 New HP Laptops arrived on the 8th of May and we are in the process of disbursing the new hardware – All laptops have now been deployed
- TS is continuing to work with ImageSoft on conversion details and costs
- The new Cisco Meraki switches have arrived and we are currently working on a deployment plan
 - Technology Services has started replacing “edge” switches with new Meraki switches
- TS is continuing to work with remote users on remote connectivity
- The new ExaGrid backup appliances are online and our backup storage has been expanded
- TS is working with WWE to virtualize our physical security county wide

Components (Main infrastructure)

Hardware

- Switching
 - New Switches are being configured and deployed

Other Projects

- **OnBase**
- **Budget & Inventory**
 - Tech Services is working through departmental inventories to determine which work stations need to be replaced as part of the CARES funding
- **Contracts**
- **Inventory**
 - TS is starting on the new asset dispositions for 2020
- **Public Record Requests Last 2 Weeks**
 - 5 = Requests received
 - 0 = Forwarded to departments
 - 1 = Completed

- 0 = Pending review
- 0 = Pending Closure
- 0 = Litigation hold
- 0 = Pending 3rd party notice
- 4 = Open
- YTD = 27

Some of these are waiting for legal review or guidance, or response by other departments

- **Service Desk Issues Last 2 Weeks**

- 86 = Requests received
- 55 = Open
- 67 = Closed

Definitions

DMS – Document Management System (OnBase)

OCIO = Office of the Chief Information Officer

DAN - Disposition Authority Numbers (Secretary of State retention schedule)

JLARC=Joint Legislative Audit and Review Committee

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

API = Application Program Interface

CJIS = Criminal Justice System Information Systems

PRO=Public Records Officer

NDA=Non-disclosure agreement

EOL=End of Life

WiFi=Wireless network connectivity (Wireless Fidelity)

FTP = File Transfer Protocol (file transfer server)

ADA=Americans with Disabilities Act

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.



Norrie Gregoire, Director
Matt Stroe, Jail Commander

**DEPARTMENT OF COURT SERVICES
JUVENILE JUSTICE CENTER
WALLA WALLA COUNTY**

Norrie Gregoire, Juvenile Court Administrator
Jon Cassetto, Court Services Manager
Becky Renwick, Detention Manager

Corrections/Court Services Update: [May 26, 2020]

Service Providers & Programming

- Corrections
 - RFP to provision Medical and Behavioral Health Services under one entity being sent to eight providers this week.
- Court Services
 - Three JJC staff have been trained by Community Health to provide contact tracing;
 - Master's Ranch update: the one boy under JJC's jurisdiction through Interstate has been safely reunited with his parent out of state; charges not filed on the other four boys who were detained for the auto theft earlier in the month.

Equipment/Technology/Facilities

- Jail Bullpen Project
 - Latest update: City has drawings and "things look good," but approvals are slow right now due to COVID WFH.
- Remote Work Access
 - Six or so laptops have been deployed to Court Services staff who can work from home and another three or four at Corrections.
- Elevator
 - Word is that work is to begin May 26th.

- 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.