

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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Public meetings were held by the Grant County Commissioners via WEBEX Conference Call or Video only.

### MONDAY, DECEMBER 21, 2020

The Grant County Commissioners session began at 10:00 a.m. with all Commissioners in attendance.

- 9:00 a.m. – 10:00 a.m.                Public Works Management Team Meeting – Conference Call
- 10:00 a.m. – 10:20 a.m.            Commissioners Office Staff Meeting
- 10:30 a.m. – 10:50 a.m.            T Gaines, Central Services Update
- 11:00 a.m. – 11:20 a.m.            T Jones, Sheriff's Office Update
- 11:30 a.m. – 11:50 a.m.            J Flynn, Administrative Services Coordinator Update

### TUESDAY, DECEMBER 22, 2020

The session was continued to 9:00 a.m. with all Commissioners in attendance.

- 9:00 a.m. – 10:00 a.m.                K Eslinger, Human Resources Update

Calendar Items
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*12/28/20 – 12/31/20 – Vacation*

Discussion Items
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1. SharedWork (Furlough) Program
2. CivicPlus Implementation
  - a. CivicHR Applicant Tracking
    - i. More intuitive
    - ii. More flexible
    - iii. Better tracking
  - b. CivicHR Onboarding
    - i. Pre-Start data collection
    - ii. Quicker start
  - c. CivicHR Performance Management
    - i. Performance Evaluations
    - ii. Performance Improvement Plans
  - d. CivicPlus Website Hosting
    - i. Policy & Procedures Portal
    - ii. Job Description Repository

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**Compensation, Benefits, & Payroll**

3. HWC Update:
  - a. Reports
  - b. Recommendations
  - c. HWC Leadership Updates

**Employee & Department Issues**

4. Public Works

**Recruitment / Civil Service**

5. Exceptions to Hiring Freeze:
  - a. Wise Program Coordinator (1)

**Labor Relations/ Legal Actions**

6. Labor & Legal Report Review
    - a. Negotiations
      - i. Association CBAs 19-20 Implementation
      - ii. Corrections CBA 20-21 Negotiations
- Ratified**

10:00 a.m. – 10:30 a.m.                    K Lince, Washington State Auditor’s Office Federal and Financial Audit – Exit Meeting

11:00 a.m. – 11:20 a.m.                    S Palacios, Juvenile Court and Youth Services Update

- Financial
- Intakes
  
- Courts : COVID-19 Operation
  - Offender/Diversion:
  - Truancy:
  - Dependency:
- Martin Hall
- Administration

11:30 a.m. – 12:00 p.m.                    G Dano, Prosecuting Attorney’s Office Update

1:10 p.m. – 1:20 p.m.                    Commissioners-Elect Danny Stone and Rob Jones Swearing In

1:30 p.m. – 2:00 p.m.                    S Castro, Public Works Update (Items 1 through 3)

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to approve items 1 through 3 on the agenda as presented. The motion passed unanimously.

1. **Resolution No. 20-105-CC** in the matter of Adopting the 2021 Annual Road Construction Program. **(Approved)**
2. Interlocal Cooperation Agreement between Whitman County and Grant County to provide labor, equipment, materials, services, or other goods as necessary for the completion of specific mutually agreed to specific tasks. There is no expiration date. **(Approved)**

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3. Cooperative Service Agreement No. 21-7353-5972-RA between Grant County Public Works-Ephrata Landfill and the United States Department of Agriculture Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) conduct wildlife damage management activities on and around the Ephrata Landfill. This includes a Work Plan/Financial Plan in the amount of \$15,800.00 with a term of January 1, 2021 – December 31, 2021. **(Approved)**

2:00 p.m. – 2:20 p.m. Consent Agenda (Items 1 through 23)

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to approve items 1 through 23 on the agenda as presented. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioners Office and Public Defense Vouchers for approval. **(Approved)**
2. Update and amendments to the Veterans Assistance Fund Policies and Procedures for 2021. **(Approved)**
3. **Ordinance/Resolution No. 20-104-CC** for the Grant County Road Fund that was originally adopted on December 7, 2020. This revised levy has a 1% increase amount for the 2021 regular levy which is \$99,072.90. **(Approved and replaces Resolution No. 20-101-CC)**
4. 2021 Animal Shelter Contract with Grant County Animal Outreach, Inc. to provide animal shelter services for all animals for which impounding or quarantine is authorized by the County. Term is January 1, 2021 through December 31, 2021 in the total amount of \$40,000.00. **(Approved)**
5. Professional Services Agreement Horticultural Pest and Disease Board Coordinator/Inspector Consultant with Jody Kane. Term is January 1, 2021 through December 31, 2021 in an annual amount not to exceed \$15,000.00. **(Approved)**
6. Reimbursement Request #17 on Washington State Department of Commerce Consolidated Homeless Grant (CHG) No. 20-46108-10, administered through the Grant County Housing Authority, in the amount of \$24,261.47. **(Approved)**
7. Reimbursement No. CRF 20-36 on the Department of Commerce Coronavirus Relief Funds (CRF) CARES Act Contract No. 20-6541C-013 for reimbursement to the Grant County Port District No. 5 in the amount of \$1,013.36. **(Approved)**
8. Reimbursement No. 20-37 on the Department of Commerce Coronavirus Relief Funds (CRF) CARES Act Contract No. 20-6541C-013 for November reimbursements to the Grant County Health District in the amount of \$59,909.57. **(Approved)**
9. Reimbursement No. 20-38 on Department of Commerce Coronavirus Relief Funds (CRF) CARES Act Contract No. 20-6541C-013 for Grant County Expenditures for the period of July 1, 2020 through November 30, 2021, in the amount of \$1,656,731.98. **(Approved)**
10. Letter of appointment for Richard Stevens to the Housing Authority of Grant County beginning January 1, 2021 through December 31, 2026. **(Approved)**

**AUDITOR'S OFFICE**

11. Payment of vouchers certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified by the auditing officer as required by RCW 42.24.090, as recorded on a listing and made available to the Board. **(Approved in the amounts of \$33,763.64 and \$1,595,568.75)**

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**JUVENILE COURT AND YOUTH SERVICES**

12. Interagency Agreement with North East Washington Educational Service District 101 to provide educational instruction to court involved youth attending the Success Through Academic Connections (SAC) Day Reporting School's Virtual Program. Term is September 1, 2020 through August 31, 2021. **(Approved)**
13. Detention Services Agreement with Martin Hall Juvenile Facility Board (MHJFB) to furnish the facilities and personnel at Martin Hall Juvenile Facility for confinement of youth at a charge of \$10.00/day. Term is January 1, 2020 through December 31, 2023. **(Approved)**
14. Agreement for the Transport of Juvenile Detainees with Community, Counseling, and Correctional Services, Inc. to provide transport services for Grant County Juvenile Detainees to Martin Hall. **(Approved)**

**PUBLIC DEFENSE**

15. Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County District Court – Part Time Contractor with the term beginning January 1, 2021 through December 31, 2022 with the following: **(Approved)**
  - a. Michael Prince
  - b. Michael Earl
  - c. Jonathan Edwards
  - d. Bradley Thonney
  - e. Patrick Earl
16. Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County District Court – Full Time Contractor with Paulette Burgess. Term begins January 1, 2021 through December 31, 2022. **(Approved)**
17. 2021-2022 Professional Services Agreements – Interpreter with Saul Castillo dba The Interpreter; and Ross Miller. **(Approved)**
18. 2021-2022 Professional Services Agreement for Legal Representation of Indigent Individuals in the Juvenile Division of Grant County Superior Court (Juvenile Offenders Only) Conflicts Contractor with Lylianne Couture; and Thomas Wolfstone. **(Approved)**

**GRANT INTEGRATED SERVICES**

19. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services' Prevention and Recovery Center (PARC), during October 2020 in the amount of \$16,296.47 on Washington State Health Care Authority Contract No. K3919. **(Approved)**
20. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services' Prevention and Recovery Center (PARC), during 9/1/2020 – Supplemental #1 in the amount of \$709.09 on Washington State Health Care Authority Contract No. K3919. **(Approved)**

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**NEW HOPE / KIDS HOPE**

21. Amendment B to Washington State Department of Commerce Grant No. F19-31103-047 from the Community Services and Housing Division, Office of Crime Victims Advocacy for the FFY 2019 STOP Violence against Women Formula Grant Program. This amendment increases the grant amount by \$33,178.00 to a new total amount of \$66,356.00. **(Approved)**
22. Cooperative Agreement Award ID# MOSE-WA-TFCBT-PIR20 with National Children's Alliance for program improvement in mental health services, in the amount of \$24,866.00. Term is January 1, 2021 through December 31, 2021. **(Approved)**

**CENTRAL SERVICES**

23. A19-1A Invoice Voucher from the State of Washington Administrative Office of the Courts reimbursement request in the amount of \$555,528.00 for WebEx room kits / Cisco Equipment packages for Superior Court Courtrooms. **(Approved)**

**MISCELLANEOUS ITEMS**

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their December 18, 2020 payroll.

**WEDNESDAY, DECEMBER 23, 2020**

No meetings held

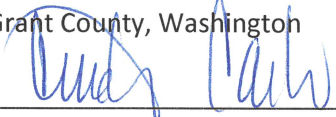
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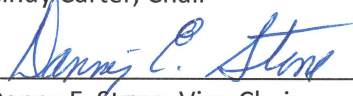
**THURSDAY, DECEMBER 24 AND 25, 2020**

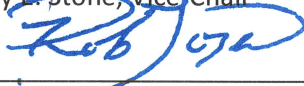
Christmas Holiday, Courthouse Closed

Signed this 9<sup>th</sup> day of March 2021.

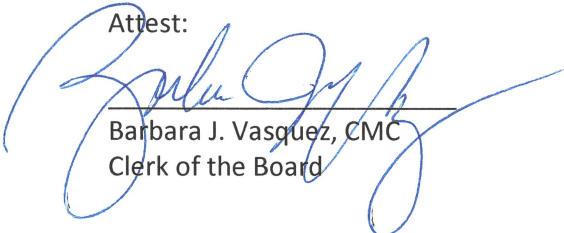
BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

  
\_\_\_\_\_  
Cindy Carter, Chair

  
\_\_\_\_\_  
Danny E. Stone, Vice-Chair

  
\_\_\_\_\_  
Rob Jones, Member

Attest:

  
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Barbara J. Vasquez, CMC  
Clerk of the Board