

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

Public meetings were held via WEBEX Conference Call or Video (info below) AND “in-person”, with a room capacity of 18 individuals. Masks are required, social distancing enforced, and sanitizing capabilities are available.

MONDAY, MAY 10, 2021

The Grant County Commissioners session began at 9:30 a.m. with all Commissioners in attendance.

8:30 a.m. – 9:30 a.m. D Stone, Grant County COVID-19 Healthcare and Public Health Briefing (ZOOM Meeting)

9:00 a.m. – 9:30 a.m. C Carter w/ D Hunt, Grant County Issues - Discussion

9:00 a.m. – 9:30 a.m. R Jones, Public Works Management Team Meeting – Conference Call

9:30 a.m. – 10:00 a.m. J Flynn, Administrative Services Coordinator Update

- Insurance
- Grants
- Miscellaneous

10:00 a.m. – 11:00 a.m. Commissioner’s Roundtable – Miscellaneous Discussion

- Employee Appreciation BBQ
- Risk Management Services
- Grant County Road Tour Response
- New BOCC FTE Duties
- Dog Ordinance
- Roundabout at Hwy 17 and Grape
- 2 Letters of support for CBDL

11:00 a.m. – 11:30 a.m. Census Re-Districting Strategy Meeting

11:30 a.m. – 12:00 p.m. S Fode, New Hope / Kids Hope Update

- Shelter Update
- American Rescue Plan Request
- Rental Agreement for Kids Hope
- Janitorial Services

12:00 p.m. – 1:00 p.m. WSAC Virtual Assembly

**Grant County Commissioners Minutes
Week of May 10, 2021**

1:00 p.m. – 1:30 p.m. M McKnight, Assessor's Office Update

2:00 p.m. – 3:00 p.m. Grievance Hearing

Pursuant to RCW 42.30.110(1)(f) Commissioner Carter called an Executive Session to order at 2:01 p.m. to go until 2:30 p.m. regarding Personnel Disciplinary Matters. In attendance were Commissioners Carter, Stone and Jones, Kirk Eslinger and Decorah Anderson, Human Resources, Damien Hooper and Jerry Bessett, Development Services, and Sid Vinnedge and Mel Lots from the Association. The session was continued to 2:45 p.m. Commissioner Carter closed the session at 2:45 p.m.

3:00 p.m. – 4:00 p.m. K Eslinger, Discussion re: Long-Term Care Program Options

MISCELLANEOUS ITEMS

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their May 7, 2021 payroll.

TUESDAY, MAY 11, 2021

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

Discussion Items

1. COVID Situation Update
 - a. Employee Announcement
2. Donated Leave

Authorization Requests

3. PAR – Kerri Adler
4. PAR – Mohammad Jalalyar
5. PMA – Emergency Management Specialist
6. PMA – GAL Volunteer Coordinator
7. PMA – Legal Secretary Lead

Position Review

8. Commissioners' Office

Labor Relations/ Legal Actions

9. Labor & Legal Report Review
Association – CH; DC; PW; SW; YS
Grievance: Grievance (ASC) 20210324 - Bessett Leave
Negotiation: Negotiations (ASC) 2021 – Contract

**Grant County Commissioners Minutes
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Executive Session		
Start: 9:13 AM	Length: 40 min	End: 9:53 AM
Reason:	Receipt/evaluation of complaints/charges against a public officer/employee. Evaluation of qualifications of an applicant. Labor Relations: planning/adoption of strategy/position re collective bargaining, negotiations, grievance or mediation.	

Pursuant to RCW 42.30.110(1)(f) – Personnel Disciplinary Matters; RCW 42.30.110 (1)(g) – Job Applicant/Evaluation; and RCW 42.30.140(4)(a) – Negotiations, Commissioner Carter called an Executive Session to order at 9:13 a.m. to go until 9:43 a.m. In attendance were Commissioners Carter, Stone and Jones, and Kirk Eslinger, Human Resources Director. The session was continued to 9:53 a.m. Commissioner Carter closed the session at 9:53 a.m.

Personnel Action Request (PAR) for the salary, wage and/or position change for Kerri Adler, Sheriff’s Office; and Mohammad Jalalyar, Public Works. **(Approved)**

10:00 a.m. – 11:00 a.m. T Gaines, Central Services Update

- Technology Services: COVID Update; Colonial Ransomware Discussion
- Interfund Communications: Misc Updates
- Facilities and Maintenance: Project Updates
- Fairgrounds: Personnel updates; Vandalism of Center Field
- Central Services: Purchasing, ERP Update, Redistricting, Web Page

11:00 a.m. – 11:15 a.m. Open Record Public Hearing, CDBG-CV2 Grant Application

The Commissioners held an Open Record Public Hearing to apply for Community Development Block Grant Funds from the Washington State Department of Commerce.

Juan Padilla, Spanish interpreter and employee of Grant Integrated Services, is on the call for anyone needing interpretation.

Janice Flynn, Administrative Services Coordinator gave an overview of the application and provided the following handouts in English and Spanish:

- 1) **Grant County’s CDBG Citizen Participation Plan with Grievance Procedure Form.** *(GC has a high likelihood of applying for Community Development Block Grants in the future and would welcome citizen participation. The plan outlines eligibility guidelines and steps GC will take to procure CDBG funding and community involvement. The grievance procedure form is included. Any input or grievances regarding CDBG grants can be forwarded to me, Janice Flynn at GC Commissioner’s Office, PO Box 37 or 35 C Street NW, Ephrata, WA 98823.)*

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- 2) **Dept of Commerce's Community Development Block Grant Program Handout** (*This outlines the purpose of CDBG grants*)
- 3) **Federal Citizen Participation Requirements for Local Government Applicants to the State CDBG Program.** (*outlines requirements of the federal government to receive CDBG funds*)
- 4) **Letter to Public Hearing Attendees** (*indicates the Citizen Participation Coordinator and GC's open-door policy*)

Any individuals interested in or requiring technical assistance to become knowledgeable with the CDBG program or who desire to contribute ideas to solving some of the community's needs will be provided assistance upon request to the County's CDBG Citizen Participation Coordinator.

The purpose of the Community Development Block Grants (CDBG) provided by the Washington State Department of Commerce with federal funds is to grow and improve jobs in WA State by championing thriving communities, a prosperous economy and suitable infrastructure.

The CDBG – CV2 grant also provides an option to apply for funds to address an Urgent Need related to COVID. We are proposing an Urgent Need under HUD Code 050, Mental Health Services in the amount of \$353,847.00.

Dell Anderson, Executive Director of Grant Integrated Services will now provide an overview of proposed activities and use of funds under this Urgent Need application. GRIS has 3 proposals for use of the funds and are impacts directly related to COVID:

- Mental Health Professional to be embedded with Moses Lake Police Department (coordinate with all law enforcement for use in total Grant County)
- Expand Telehealth equipment within Grant County
- Mental Health Professional at the jail 24 hours per day

NEPA form 6-G is required and needs to be signed by the BOCC Chair. This form determines the exemption from environmental review due to the nature of the proposed use of funds.

A motion was made by Commissioner Stone, seconded by Commissioner Jones to close the public comment portion of the hearing. The motion passed unanimously. Commissioner Jones moved to approve the application as presented. Commissioner Stone seconded and the motion passed unanimously. The hearing adjourned.

11:15 a.m. – 11:30 a.m.

Open Record Public Hearing, CDBG-PSG 2020 Grant Closeout and 2021 Grant Application

The Commissioners held an Open Record Public Hearing to report on the County's use of 2020 CDBG funds, prepare for the closeout of the 2020 CDBG Public Services Grant No. 20-62210-005 and state Grant County's intention to apply for 2021 CDBG funds from the Washington State Department of Commerce.

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Present today is Isidra Sanchez, Spanish interpreter, for assistance if needed.

Janice Flynn, Administrative Services Coordinator gave an overview of the application and provided the following handouts:

- 1) **Grant County's CDBG Citizen Participation Plan with Grievance Procedure Form.** *(GC has a high likelihood of applying for Community Development Block Grants in the future and would welcome citizen participation. The plan outlines eligibility guidelines and steps GC will take to procure CDBG funding and community involvement. The grievance procedure form is included. Any input or grievances regarding CDBG grants can be forwarded to me, Janice Flynn at GC Commissioner's Office, PO Box 37 or 35 C Street NW, Ephrata, WA 98823.)*
- 2) **Dept of Commerce's Community Development Block Grant Program Handout** *(This outlines the purpose of CDBG grants)*
- 3) **Federal Citizen Participation Requirements for Local Government Applicants to the State CDBG Program.** *(outlines requirements of the federal government to receive CDBG funds)*
- 4) **Letter to Public Hearing Attendees** *(indicates the Citizen Participation Coordinator and GC's open door policy)*

Any individuals interested in or requiring technical assistance to become knowledgeable with the CDBG program or who desire to contribute ideas to solving some of the community's needs will be provided assistance upon request to the County's CDBG Citizen Participation Coordinator.

The purpose of the Community Development Block Grants (CDBG) provided by the Washington State Department of Commerce with federal funds is to grow and improve jobs in WA State by championing thriving communities, a prosperous economy and suitable infrastructure. Economic Opportunity Grants are for state and local priority projects.

CDBG-PSG contract #20-62210-005 provided funding of \$120,684.00.

Candi Jaeger and Isidra Sanchez with the Prosperity Center of OIC of Washington will now provide a report of the 2020 program activities that were undertaken with the CDBG funds.

Grant County intends to apply for and it is anticipated CDBG funds of \$126,580 will be made available in 2021. Candi & Isidra will now provide input on activities planned for the 2021 funds.

No proposed activities will result in displacement of any individuals.

The Resolution with Certification of Compliance is required and needs to be signed by the BOCC Chair.

NEPA form 6-G is required and needs to be signed by the BOCC Chair.

SEPA form 6-H is required and needs to be signed by the BOCC Chair.

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Amongst other things, the Resolution referenced certifies Grant County has adopted a policy to reduce greenhouse gases, a policy prohibiting the use of excessive force and an anti-displacement plan.

The NEPA & SEPA forms determine exemptions from environmental review due to the nature of the proposed use of funds.

Candi Jaeger, Housing Director for the OIC of Washington, gave an update on the past year.

We have 4 programs that serve Grant and Adams Counties. Energy Assistance, Housing/Credit/Business Counseling services, Weatherization services and Farmworker services. OIC has been closed to the public since March 16th, 2020 due to Covid-19. All services have been administered via phone, Zoom, email, internet and snail mail. We never shut down but did streamline how we assist clients and have continue uninterrupted service since the beginning of the Pandemic. In addition to our regular CDBG, as you know, our Housing program was awarded Covid CARES funds for rent, mortgage and micro-business assistance programs. Since February 2021 to present we have granted \$58,332 to residents of Grant County.

Additionally, over the last 12 months we have had 1612 one-on-one counseling appointments, had over 3000 counseling hours and had 10 First Time Homebuyer Zoom classes where 129 people have attended.

Our Weatherization program has weatherized 10 homes in Grant County which consists of \$241,538 and 6 homes in Adams county which consists of \$85,635.

We have partnered with Housing Authority and HopeSource to administer T-Rap funds but I will let Isidra Sanchez update you on that when she presents the Energy program after me.

The Federal and State Governments are expecting a huge rental eviction and foreclosure crisis come the end of June 2021 when the eviction/foreclosure moratorium is lifted. The federal government has awarded Washington State an additional 174 million for housing/rental/counseling/legal assistance for renters and homeowners. These funds should be divided and awarded to organizations across the state within the next 90 days.

Next year's CDBG Grant period will be a lot of housing assistance both pre-purchase for those purchasing homes but likely most clients will be eviction/foreclosure clients.

We will still hold our one-on-one counseling sessions and continue with homebuyer classes. Being only one of two agencies in Eastern Washington to serve Grant, Adams, Yakima, Chelan, Douglas, Franklin, Kittitas, Okanogan and Walla Walla Counties I suspect the next 12 months may be historically busy for OIC's Housing programs.

Isidra Sanchez, gave an update of the Weatherization program for the last year:

We have moved away from traditional in person intakes to phone and have relied heavily on Mail in Drop off of documentation.

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Total Household Served LIHEAP/AVISTA: 2162

Total Dollars Awarded: \$857,905

Although we could not meet with individuals to thoroughly on Conservation education, we were able to provide an informational handout.

To better address the need for energy conservation, in the month June, we will partner with area foodbanks to distribute Energy Kits to our clients.

The program has expanded services with T-RAP funds which was awarded to the agency at the end of April. This funding will ding to assist families with past due utility assistance. In partnership with AVISTA, we will be assisting families, who are in arrears, meet 200% FPL, and can cover past due of up to \$2,500.00.

Resolution must be signed and NEPA/SEPA forms must be signed.

A motion was made by Commissioner Stone, seconded by Commissioner Jones to close the public comment portion of the hearing. The motion passed unanimously. Commissioner Jones moved to approve the closeout of the PSG Grant No. 20-62210-005 and approve the 2021 application for submittal as presented. Commissioner Stone seconded and the motion passed unanimously. The hearing adjourned.

1:00 p.m. – 1:30 p.m. G Dano, Prosecuting Attorney's Office Update

● ~~Executive Session anticipated per RCW 42.30.110 (1)(i) Litigation.~~

1:30 p.m. – 2:30 p.m. S Castro, Public Works Update (Items 1 through 4)

A motion was made by Commissioner Jones, seconded by Commissioner Stone, to approve items 1 through 4 on the agenda as presented. The motion passed unanimously.

1. Interlocal Agreement between Wilson Creek School District 167-202 and Public Works regarding cooperative use of facilities, equipment, materials and personnel and Resolution authorizing this Interlocal Agreement. **(Approved, Resolution No. 21-042-CC).**
2. Authorization to Purchase Alternate Daily Cover in the amount of \$54,460.00 delivered, excluding sales tax from New Waste Concepts, Inc., Perrysburg, OH through the extended purchase option from the awarded bid dated October 27, 2020. **(Approved).**
3. Authorization for Amendment No. 1 to Agreement No. TCPRA-1921-GrCoPW-0052 between The Department of Ecology and Grant County Public Works for the Ephrata Landfill Remediation Project. The amendment extends the expiration date, adds the AO to the Remedial Investigation J003 task, and revises the budget. **(Approved).**
4. Interlocal Agreement between Grant County and City of Quincy regarding the surplus of 4 parcels of land (tax parcels; 04001700, 04001800, 04001900, 04002000) totaling 28,000 feet and Resolution Authorizing this Interlocal Agreement. **(Approved Resolution No. 21-041-CC).**

**Grant County Commissioners Minutes
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2:30 p.m. – 3:00 p.m. Consent Agenda AND Misc. ASC Action Items (Items 1 through 12)

A motion was made by Commissioner Stone, seconded by Commissioner Jones, to approve items 1 through 12 on the agenda as presented. The motion passed unanimously.

COMMISSIONERS OFFICE

1. Commissioners Office and Public Defense Vouchers for approval. **(Approved)**.
2. Letter of support request from Benton County and the Benton Franklin Recovery Coalition, for the Three Rivers Behavioral Health Recovery Center funding request to Senator Patty Murray. **(Approved)**.
3. Proclamation declaring The Little Chapel at Desert Aire, as officially the smallest chapel in Grant County. **(Approved)**.
4. New liquor application for Blue Lake Resort in Coulee City, from the Washington State Liquor and Cannabis Board. **(Approved)**.
5. Recommendation from the Health and Wellness Committee (HWC) to form a subcommittee to reconcile annually the financial data provided by the Accounting Department and HUB International for the Insurance Reserve Fund. **(Approved)**.
6. Request #1 from the Housing Authority of Grant County on their Washington State Department of Commerce Treasury Rent Assistance Program (TRAP) Grant Contract No. 21-4616C-108 in the amount of \$46,129.13. **(Approved)**.

AUDITOR'S OFFICE

7. 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 amount of \$1,742,500.64)**.
8. Recommendation to continue with the process to find the replacement software form the currently used Microsoft "Great Plains (GP) accounting software and publish the official RFP to the MRSC roster and the paper of record and transition to the new ERP software. **(Approved)**.

DEVELOPMENT SERVICES

9. Budget extension request in the amount of \$5,697.29 to purchase two (2) new computer workstations from CDW-G. **(Approved, the hearing was set for June 1, 2021 at 8:45 am)**.

TECHNOLOGY SERVICES

10. Purchase Order No. 363 in the amount of \$7,924.00 to Lexipol for the Sheriff's Office Annual Corrections Policy Manual and Daily Training Bulletins. **(Approved)**.

GRANT INTEGRATED SERVICES

**Grant County Commissioners Minutes
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11. Final approval request for the rebranding of GrIS with a new name and logo. **(Approved).**

FACILITIES AND MAINTENANCE

12. Request to purchase furniture for Superior Court offices in the amount of \$49,164.73 from CDA off the Omni Purchasing Contracts 2020000622 and 2020000604. **(Approved).**

COMMISSIONERS OFFICE – ADDITIONS

13. Request from the City of Moses Lake for a letter of support to Senator Patty Murray for grant funding to build a Multi-Functional Homeless Prevention and Exit Facility. **(Approved).**
14. Request from the Columbia Basin Development League for a letter of support to Representative Cathy McMorris Rodgers and Senator Patty Murray for the Congressionally Directed Funding request from the CBDL, for the Odessa Ground Water Replacement Program (OGWRP) which is a rescue effort to preserve ground water resources within the Columbia Basin Project. **(Approved).**

WEDNESDAY, MAY 12, 2021

10:00 a.m. – 11:00 a.m.	D Stone, LEOFF-1 Disability Board Meeting
10:00 a.m. – 11:00 a.m.	R Jones at Groundbreaking Event for Larson Recreation Center (Moses Lake)
11:00 a.m. – 12:00 p.m.	D Stone at Grant Integrated Services – Introduction (Moses Lake) (Rescheduled to May 19)
11:30 a.m. – 2:00 p.m.	HEARINGS EXAMINER
1:30 p.m. – 3:00 p.m.	C Carter, Grant County PUD – 2021 Recreation Season Coordination Meeting (Microsoft Teams)
3:00 p.m. – 4:00 p.m.	R Jones w/ City of Moses Lake (City Hall)
6:00 p.m. – 7:30 p.m.	D Stone, Health Board Meeting

THURSDAY, MAY 13, 2021

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9:00 a.m. – 10:00 a.m.	R Jones at Multi Agency Communications Center (MACC) Board Meeting (Moses Lake)
10:00 a.m. – 12:00 p.m.	D Stone, QUADCO Council Meeting
1:30 p.m. – 3:00 p.m.	C Carter, Area Aging / Council of Governments Meeting (Cancelled)
6:00 p.m. – 7:00 p.m.	FAIR ADVISORY COMMITTEE MEETING (Huck Fuller Building, Fairgrounds)
7:00 p.m. – 8:00 p.m.	R Jones, Moses Lake School District Board Meeting (Zoom)

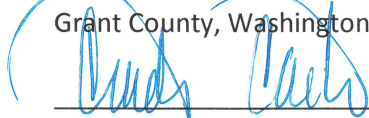
FRIDAY, MAY 14, 2021

D Stone, Out

1:30 p.m. – 3:00 p.m. C Carter, NC Regional Diversion Program Core Team Meeting

Signed this 14th day of September 2021.

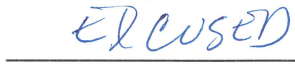
BOARD OF COUNTY COMMISSIONERS
Grant County, Washington



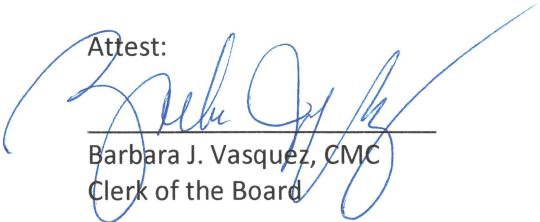
Cindy Carter, Chair



Danny E. Stone, Vice-Chair



Rob Jones, Member

Attest:


Barbara J. Vasquez, CMC
Clerk of the Board