

MINUTES

BOARD OF BENTON COUNTY COMMISSIONERS

Regular Board Meeting
Tuesday, March 26, 2019, 9:00 a.m.
Commissioners' Conference Room
Benton County Courthouse, Prosser, WA

Present: Chairman Shon Small
Commissioner Jerome Delvin (acting as Chairman)
County Administrator David Sparks
Clerk of the Board Cami McKenzie

Absent: Commissioner Jim Beaver (Excused - Vacation)

Benton County Employees Present During All or a Portion of the Meeting: Deputy Administrator Loretta Smith Kelty; Adam Fyall, Sustainable Development Manager; Assistant County Engineer Robert Blain; DPA Ryan Brown; Clerk Josie Delvin; District Court Administrator Jacki Lahtinen; Jerrod MacPherson, Planning Manager; Sheriff Jerry Hatcher; Human Services Manager Kyle Sullivan; Bob Woody, IT; Linda Ivey, Finance Manager; Deputy Auditor Taylor Raschko; Treasurer Ken Spencer; DPA Steve Hallstrom; District Court Judge Dan Kathren; Tara Symons, Therapeutic Courts Program Manager; Lexi Wingfield, HR Manager.

Approval of Minutes

The Minutes of March 19, 2019 were approved.

Review Agenda

Mr. Sparks requested two executive sessions regarding pending litigation and labor negotiations.

Consent Agenda

MOTION: Commissioner Small moved to approve the consent agenda items "a" through "n". Commissioner Delvin seconded and upon vote, the Board approved the following:

District Court

- a. Contract w/Francisco Rojas for Interpreter Services

Fairgrounds

- b. Line Item Transfer, Fund No. 124-101, Dept. 000

Human Resources

- c. Appointing Charles Wierman to Board of Equalization Member Position

Human Services

- d. Grant Agreement w/Modern Living Services to Fund Construction Adult Group Home
- e. Purchase of Bus Tickets and Passes From Ben Franklin Transit

Information Technology

- f. Purchase of One Year Subscription From ManageEngine for Password Management and Security

Office of Public Defense

- g. Superior Court Public Defense Amendment w/R Swinburnson for Firm Name Change

Planning

- h. Short Plat Vacation for Mitch Meeske – SPV 2018-001

Public Safety

- i. Contract Amendment No. 1 w/Support, Advocacy and Resource Center for Step Up Program

Public Works

- j. Contract w/Banlin Construction for the Construction of the Public Services Building
- k. Purchase of Bulk Diesel Fuel From Christensen, Inc.

Sheriff

- l. Line Item Transfer Fund No. 0141-101, Dept. 000
- m. Salary Request Statement

Superior Court

- n. Authorization of Expenditures From the Trial Court Improvement Fund

Public Comment

Bill McKay, Kennewick City Council, on his own behalf, said he supported everything the Coalition did except the needle exchange. He read a letter to Marie Mosley from Ken Hohenberg regarding the needle exchange program and said he was concerned about the safety of the exchange program and did not want to enable drug users.

Public Hearing - Community Development Block Grant

Human Services Manager Kyle Sullivan said the public hearing was to close out the prior grant and ask for permission to apply for the next grant. The grant is to provide housing assistance in non-entitled areas in Benton County and Human Services passes the money through their office to CAC to be used for Benton County only. Examples of the assistance provided housing vouchers, prescription expenses, damage deposit, etc. He said that CAC was running late and was supposed to provide information on how the money was used.

As there was no one present to testify, public testimony was closed.

MOTION: Commissioner Small moved to designate Chairman Shon Small, Benton County Administrator David Sparks, Benton Franklin Counties Dept. of Human Services Administrator Kyle Sullivan as the Authorized Chief Administrative Official and authorized representatives to act in all official matters in connection with this application and Benton County's participation in the Washington State CDBG Program, that the Board of Benton County Commissioners accept the current 2018 grant requirements for Benton-Franklin Community Action Connections, and the new 2019 grant requirements for the Community Development Block Grant (CDBG) Public Service Funds. Commissioner Delvin seconded and upon vote, the motion carried.

Melissa Hess, Operations Director at CAC gave the annual report and briefed the Board on the following:

- Assisted 17 households or 50 individuals with housing, utility assistance, etc.; non - entitlement areas do not have the same access to services; in process of setting up community forums in Connell and Benton City to get feedback for what additional services are needed

Administrative Adjustments to Job Titles/Descriptions

HR Manager Lexi Wingfield and Finance Manager Linda Ivey presented resolutions for administrative cleanup of job titles, descriptions and budget titles. Ms. Wingfield said it was solely based on cleanup, with no additional FTE's and was budget neutral. She said she was working with administration and Linda Ivey and would be doing this as needed, and then alphabetically throughout the County for continuity.

This project would have the job title, description and grade align more realistically with what they did for each department. She said it could involve three resolutions (job description, grade, and LIT if the budget title needed to be changed).

Mr. Sparks said if the resolution was on the consent agenda, there would not be a difference in grade. However, if there was a change in grade, it would be a discussion item.

MOTION: Commissioner Delvin moved to approve the resolutions 1-8 (Juvenile Administrative Services Financial Manager classification description, salary grade, and line item transfer; Guardian Monitoring Case Manager classification description, salary grade, and line item transfer; and Adult Drug Court Secretary classification description and salary grade). Commissioner Small seconded and upon vote, the motion carried.

Mental Health Court and Veterans Treatment Court Update

Tara Symons and Judge Kathren updated the Board as follows:

Mental Health Court has graduated a total of 34 participants, representing over 50 cases dismissed and are in the process of expanding to 75 participants. The next Mental Health Court graduation is scheduled for May 1, 2019. Veterans Court has had several meetings to get the program set up and implemented, with their team in place. The Veterans Court team will be participating in a grant-funded, Department of Justice-sponsored training about how to best implement the program, as well as meeting with Spokane, Lakewood, and Olympia to learn more about and observe their programs. They will be taking referrals for the Veterans Court starting next week, with the program anticipated to begin June 1, 2019.

They have a revised referral packet (now one therapeutic court referral packet; anyone can refer including family members, themselves, clinicians, attorneys, etc.). She reviewed the packet to make sure they qualified and then sought approval from the PA's office.

Benton-Franklin Recovery Coalition Introduction

Michelle Gerber, President of The Benton Franklin Recovery Coalition (BFRC), presented to the Commissioners to introduce their group. She said they were a new non-profit group comprised of educational and philanthropic citizen volunteers with the goal of improving opportunities in the Tri-Cities for recovery from Substance Use Disorder and removing barriers to recovery in Benton and Franklin Counties. BFRC is an advocacy group, not a support group, and they are affiliated with Washington Recovery Alliance (WRA) and are the largest chapter in Eastern Washington

Amy Person, Vice-President, said they were representing many sectors, not just medical, addiction, or law enforcement and would be combining a group and variety of approaches (housing, detox center, medical committee, law enforcement, and access to treatment) and reaching addicts where they are, better data reporting, looking at colleges and schools for those in recovery.

Sheriff Hatcher said they had to find innovative ways to deal with this and there was a large population within the jail that had addiction problems. He discussed the Medically Assisted Treatment (MAT) program currently in place and potential to partner with one of the treatment providers (using a portion of the building) to deal with detox and treatment. He said they were collecting data and would work with the PA's office on a diversion program for detox treatment.

Commissioner Delvin talked about the new Data Driven Program and its success and that the County might be willing to partner in this program but did not want to run it.

The group indicated its ultimate goal would be to have a recovery center with all phases under one roof.

Commissioner Small said he believed this was something that was needed, and he appreciated the efforts.

Initiative 1639

Commissioner Small presented the resolution regarding Initiative 1636 recognizing the rights of citizens of Benton County (form approved by the Sheriff and PA's office). Commissioner Delvin recommended the Board wait to approve the resolution at the next meeting, so Commissioner Beaver could weigh in and approve the resolution as well. The Board agreed to move the item to the following week under scheduled business.

Other Business

Commissioner Delvin said he was off to Olympia again tomorrow.

The Board recessed at 9:55 a.m., reconvening at 9:57 a.m.

Executive Session – Ongoing Litigation

The Board went into executive session at 9:57 a.m. with DPA Steve Hallstrom to discuss ongoing litigation for approximately seven minutes. Also present were David Sparks, Cami McKenzie, Lexi Wingfield, Ryan Brown, Linda Ivey and Loretta Smith Kelty.

The Board came out at 10:05 a.m. Mr. Hallstrom announced the Board would remain in executive session for an additional 10 minutes. The Board came out at 10:17 a.m. No decisions were made in executive session.

Executive Session – Labor Negotiations

The Board went into executive session at 10:17 a.m. with DPA Steve Hallstrom to discuss the County's position on labor negotiations for up to 15 minutes. The same employees were present. The Board came out at 10:24 a.m. No decisions were made in executive session.

Tort Claims

CC 2019-04: Received on March 20, 2019 from Jose Contreras
CC 2019-04A: Received on March 27, 2019 from Jose Contreras
CC 2019-05: Received on March 27, 2019 from Michell Dixon

Payroll

Check Date: 03/15/2019

Payroll Draw Checks
Warrant #: 241766-241768
Direct Deposit #: 142083-142249
Total all funds: \$111,727.95

Payroll Draw Deductions/Transfers
Taxes #: 101190312-101190313
Total all funds: \$34,173.25

Account Payables

Check Date: 03/22/2019

EFT's: 624-628
Transfers #: 03221901-03221906
Total all funds: \$241,662.75

Warrant #: 189098-189237
Total all funds: \$620,539.10

Total amounts approved by fund can be reviewed in the Benton County Auditor's Office.

Resolutions

- 2019-239: Contract w/Francisco Rojas for Interpreter Services
- 2019-240: Line Item Transfer, Fund No. 124-101, Dept. 000
- 2019-241: Appointing Charles Wierman to Board of Equalization Member Position
- 2019-242: Grant Agreement w/Modern Living Services to Fund Construction Adult Group Home
- 2019-243: Purchase of Bus Tickets and Passes From Ben Franklin Transit
- 2019-244: Purchase of One Year Subscription From ManageEngine for Password Management and Security
- 2019-245: Superior Court Public Defense Amendment w/R Swinburnson for Firm Name Change
- 2019-246: Short Plat Vacation for Mitch Meeske – SPV 2018-001
- 2019-247: Contract Amendment No. 1 w/Support, Advocacy and Resource Center for Step Up Program
- 2019-248: Contract w/Banlin Construction for the Construction of the Public Services Building
- 2019-249: Purchase of Bulk Diesel Fuel From Christensen, Inc.
- 2019-250: Line Item Transfer Fund No. 0141-101, Dept. 000
- 2019-251: Authorization of Expenditures From the Trial Court Improvement Fund
- 2019-252: Application for Community Development Block Grant – Public Service Funds
- 2019-253: Public Services Environmental Review – Community Development Block Grant
- 2019-254: Establishing Juvenile Administrative Services Financial Manager Classification
- 2019-255: Establishing a Salary Grade for Juvenile Administrative Services Financial Manager
- 2019-256: Transfer of Funds Within Juvenile Center Fund 0115-101, Dept. 171 and 174
- 2019-257: Establishing a Guardianship Monitoring Case Manager Classification
- 2019-258: Establishing a Salary Grade for a Guardianship Monitoring Case Manager
- 2019-259: Transfer of funds Within Current Expense and Public Safety Tax Fund 0000-101 and 0148-101, Dept. 123
- 2019-260: Establishing an Adult Drug Court Secretary Classification
- 2019-261: Establishing a Salary Grade for an Adult Drug Court Secretary

There being no further business before the Board, the meeting adjourned at approximately 10:24 a.m.

Clerk of the Board

Chairman