

COMMISSIONERS' PROCEEDINGS

Regular Meeting
Adams County Courthouse
Ritzville, Washington

April 26, 2023 – 9:00 a.m.
(Wednesday)

Call to Order

Chairman Weise called the meeting to order.

Present:

Chairman Jay R. Weise
Vice-Chairman Dan C. Blankenship
Commissioner Miguel A. Garza

Pledge of Allegiance

Chairman Weise led the Pledge of Allegiance.

Approval/Addition of Agenda

Commissioner Garza moved, Blankenship seconded, to *approve the agenda as presented*. **Motion carried.**

Board Workshop

The Board discussed the following topics during the morning session:

- Scheduling of Elected Official Forums;
- County Purchasing Policy;
- Travel Reimbursement Policy;
- County Property Management and Inventory Policy;
- Horticultural Pest and Disease Board Vacancies.

Recess @ 11:49 a.m.

Reconvene @1:23 p.m.

Elected Official Forum

Topics discussed during the Elected Official forum included:

- Budget Process
- Employees
 - Evaluations

- Hiring Process
- Internal County Issues
 - Funding Projects
 - ✓ bridge replacement funding due to the East Low Canal widening project;
 - ✓ jail funding for jail improvements and expansion;
 - ✓ Veterans' Service Center;
 - ✓ Law enforcement/corrections hiring.
 - Policy Review
 - Vehicle Use Policy
 - Travel Policy
 - Employee Parking Areas
 - Central Services Ticket Process
- Future Training
- Round Table (Updates)
 - Sheriff – partnering with CBHA to furnish backpacks with school supplies on August 10, 2023. There is progress with position vacancies being filled.
 - Prosecutor – The prosecutor is anticipating Civil Attorney Barden to attend training on disciplinary procedures within the Collective Bargaining Act; public records training will be set up; Law Day presentation for the schools will be held again this year through Attorney Palubicki; and, Whitney Kerr has been hired as the Administrative Assistant in his office.
 - District Court – Judge Benzel has a new court administrator starting May 1, 2023. The new hire and Lead Clerks will be attending mandatory training for court administrators. Currently, the District Court is interviewing for the adult probation officer position. Judges Russell and Benzel will be attending a spring conference.
 - Commissioner Garza – noted he would like to look at things long term with the decisions that are made and is looking forward to the next 3 ½ years of his term.
 - Commissioner Weise – noted his Martin Hall involvement; and, a vast portion of his time is spent working on budget and policy.
 - Commissioner Blankenship – noted the Broadband project is underway and progressing; he is involved in the LSC Steering Committee and Washington State Association of Counties; updates were provided on several legislative issues.

- Clerk Sloan – reviewed office procedures.
- Auditor Hunt – noted the Auditor’s office will be implementing a new software program for accounts payable.
- Assessor Rodriguez – reviewed office activities; there is one position vacancy in the Assessor’s office. Additionally noted was the Assessor travelling to Othello to assist senior citizens with senior exemption applications.

Adjournment @ 4:11 p.m.

Submitted:
s/Patricia J. Phillips, CMC
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jay R. Weise, Chairman
s/Dan C. Blankenship, Vice-Chairman
s/Miguel A. Garza, Commissioner