

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, OCTOBER 23, 2017

(PLEASE NOTE SLIGHTLY EARLIER START TIME THIS DATE)

9:15 COUNTY COMMISSIONERS

Chairman Duncan

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) Review warrant list

The county commissioners will take this time (at 9:15 a.m.) to review the list of warrants for approval under the consent agenda. This review time is open to the public. No other business will be transacted until the regular meeting start time of 9:30 a.m.

RECESS.

9:30 COUNTY COMMISSIONERS

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

- d) **Action Agenda Items:**
 - 1) Review submitted Employee Payroll Action Forms
- e) **Consent Agenda Items:**
 - 1) Resolution _____ - Minutes of County Commissioners' sessions of October 16 and 17, 2017
 - 2) Resolution _____ - Meeting to consider lease of County property
 - 3) Resolution _____ - Agreement Between the Sheriff and the Board of County Commissioners, Walla Walla County, Washington, and Walla Walla Commissioned Deputy's Association 2017-2019

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF A MEETING
TO CONSIDER LEASE OF
COUNTY PROPERTY**



RESOLUTION NO.

WHEREAS, pursuant to RCW 36.34, application to continue to lease county property has been made by Whitman College to the Board of County Commissioners of Walla Walla County, Washington, said application accompanied by a cash deposit as required by RCW 36.34.150; and

WHEREAS, said county property is identified as the eastern portion of county parcel no. 310603110003, located near the Wallula Gap, in Walla Walla County, which property has been previously utilized as farm land and is located adjacent to property owned by Whitman College which is also utilized as farm land; and

WHEREAS, the Board of County Commissioners deem it desirable to lease said property; and

WHEREAS, RCW 36.34.160 requires notice of the county's intention to make such a lease to be published and a date and time set for the purpose of considering leasing said property; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that a meeting to consider the lease of said property shall be set for Monday, November 13, 2017 at the hour of 9:30 a.m. in Commissioners' Chambers, County Public Health and Legislative Building, 314 West Main, Walla Walla, Washington.

BE IT FURTHER RESOLVED that the Clerk of the Board of Walla Walla County Commissioners shall give notice of said meeting and description of the property proposed to be leased, in the manner prescribed by law.

"Passed this 23rd day of October, 2017 by Board members as follows: ___ Present or ___ Participating via other means, and by the following vote: ___ Aye ___ Nay ___ Abstained ___ Absent."

Attest:

Connie R. Vinti, Clerk of the Board

James L. Duncan, 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*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF AN
AGREEMENT BETWEEN THE
SHERIFF AND THE BOARD OF
COUNTY COMMISSIONERS,
WALLA WALLA COUNTY,
WASHINGTON, AND THE
WALLA WALLA COMMISSIONED
DEPUTY'S ASSOCIATION



RESOLUTION NO.

WHEREAS, the above captioned principals have been in labor negotiations for the calendar years 2017 through 2019; and

WHEREAS, Shelly Peters, Human Resources/Risk Manager, presented the most recent labor agreement between the parties to the Board of County Commissioners on October 16, 2017; and

WHEREAS, subsequently, the Board of County Commissioners felt it was in the best interest of Walla Walla County to accept the latest agreement offered by the Union and approved a motion to that effect on October 16, 2017 and signed the agreement; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby formally approve said Agreement Between the Sheriff and the Board of County Commissioners, Walla Walla County, Washington, and Walla Walla Commissioned Deputy's Association 2017-2019.

*"Passed this **23rd day of October, 2017** by Board members as follows: ___ Present or ___ Participating via other means, and by the following vote: ___ Aye ___ Nay ___ Abstained ___ Absent."*

Attest:

Connie R. Vinti, Clerk of the Board

James L. Duncan, 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*

COUNTY COMMISSIONERS (continued)

e) Consent Agenda Items (continued):

- 4) Resolution _____ - Declaration of a non-debateable emergency regarding County property at 1520 Kelly Place, Walla Walla
 - 5) Resolution _____ - Approving acceptance of Hazard Mitigation Planning Grant funds (E18-095)
 - 6) County vouchers/warrants/electronic payments as follows: _____ through _____ totaling \$ _____
 - 7) Payroll action and other forms requiring Board approval
- f) Miscellaneous business to come before the Board
- g) Review reports and correspondence; hear committee and meeting reports
- h) Review of constituent concerns/possible updates re: past concerns

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF THE
DECLARATION OF A NON-
DEBATEABLE EMERGENCY
REGARDING COUNTY PROPERTY
AT 1520 KELLY PLACE, WALLA
WALLA



RESOLUTION NO.

WHEREAS, pursuant to RCW 36.40.180, upon the happening of any emergency or for the immediate preservation of order or of public health or for the restoration to a condition of usefulness of any public property, the board of county commissioners may, upon the adoption by the unanimous vote of the commissioners present at any meeting the time and place of which all of such commissioners have had reasonable notice, of a resolution stating the facts constituting the emergency and entering the same upon their minutes, make the expenditures necessary to meet such emergency without further notice or hearing; and

WHEREAS, County-owned property at 1520 Kelly Place, Walla Walla, is utilized as a community service center, with tenants renting space in the building to provide services to the community; and

WHEREAS, on October 16, 2017, one of the tenants contacted Tom Byers, County Facilities Maintenance Manager, to advise of damage, and Mr. Byers immediately contacted a construction manager and the County Risk Manager, and met the construction manager on-site; and

WHEREAS, on October 17, 2017 representatives of the County met with an insurance adjuster on-site to review the situation on; and

WHEREAS, the recommendation from the above-referenced parties was to engage the services of a structural engineer, and County Commissioner Chair James L. Duncan, upon review and consultation with the County Risk Manager and the Prosecuting Attorney's office, directed Mr. Byers to move forward immediately regarding this recommendation; and

WHEREAS, 1520 Kelly Place is a public property, and immediate steps to rectify the situation were deemed necessary to protect the health and welfare of the tenants of the building, associated staff, and members of the public who utilize the building; and

WHEREAS, on October 23, 2017, a regular session day of the Board of Walla Walla County Commissioners with a quorum present, the Board concurred unanimously that an emergency existed regarding the above referenced matter; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners as follows:

- 1) The Facilities Maintenance Manager is authorized to enter into contracts and incur obligations necessary to engage the services of a structural engineer and then to act upon recommendations received as deemed necessary.
- 2) Any contracts that the Facilities Maintenance Manager has entered into to review the structural issues at 1520 Kelly Place are ratified.
- 3) Due to the emergency situation, authority for paragraph 1 above may exercised without regard to time-consuming procedures and formalities prescribed by law regarding purchasing and acquisition of goods and services (excepting mandatory constitutional requirements).
- 4) Any such expenditures shall be tracked and must be within current budget authorizations unless separate supplemental authorization is provided by the Board.

"Passed this **23rd day of October, 2017** by Board members as follows: ___ Present or ___ Participating via other means, and by the following vote: ___ Aye ___ Nay ___ Abstained ___ Absent."

Attest:

Connie R. Vinti, Clerk of the Board

James L. Duncan, 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*

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF APPROVING
ACCEPTANCE OF HAZARD
MITIGATION GRANT FUNDS (E18-
095)**



RESOLUTION NO.

WHEREAS, Washington State Military Department Emergency Management Division has offered funding to Walla Walla County Emergency Management in the amount of \$30,909.00 for Hazard Mitigation Planning; and

WHEREAS, Hazard Mitigation Planning Grant funding is provided to Walla Walla County Emergency Management to update the Walla Walla County Multi-Jurisdictional Hazard Mitigation Plan (HMP); and

WHEREAS, a local match by Walla Walla County Emergency Management is required in the amount of \$5,151.50; and

WHEREAS; a state match by Washington State Military Department Emergency Management Division in the amount of \$5,151.50 will bring the total project funding available to \$41,212.00; and

WHEREAS, Liz Jessee, Walla Walla County Emergency Management Director, is authorized to sign contracts with said entities, and Liz Jessee and Patrick Purcell are authorized to request reimbursements from these entities, on behalf of Walla Walla County; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that said contract and reimbursement authority be approved.

Passed this 23rd day of October, 2017 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Connie R. Vinti, Clerk of the Board

James L. Duncan, 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

Emergency Management Department

27 N. 2nd Avenue
Walla Walla, Washington 99362
Phone: (509) 524-2900 • Fax: (509) 524-2910
www.wwemd.info

LIZ JESSEE

Director

PATRICK PURCELL

Coordinator

Memo

To: Board of Walla Walla County Commissioners
From: Liz Jessee
Date: October 16, 2017
Re: Hazard Mitigation Planning Grant

I am requesting your authorization to sign a contract with Washington State Military Department Emergency Management Division to receive Hazard Mitigation Grant Program (HMGP) funds in the amount of \$30,909.00 to update the Walla Walla County Multi-Jurisdictional Hazard Mitigation Plan. There is a 25% match requirement which is split between Washington State Military Department and Walla Walla County Emergency Management (12.5% / \$5,151.50 each). The total project cost is \$41,212.00.

This is a funding opportunity that resulted from the Blue Creek Fire's Fire Management Assistance Grant (FMAG) declaration. HMGP funds were offered to counties with a Fire Management Assistance Grant (FMAG) declaration with the rare opportunity of the State covering half of the 25% match requirement.

These funds come from FEMA through the State Emergency Management Division for the County hazard mitigation planning. Funds will be used to hire a contractor to complete update of the Walla Walla County Multi-Jurisdictional Hazard Mitigation Plan. The match requirement for Walla Walla County will be met with funds already remitted for a contractor to develop the grant application and with department salaries and benefits to support the update. A current Hazard Mitigation Plan is required to receive federal disaster planning, response and recovery funding.

Sincerely,

/s/

LIZ JESSEE

Director, Emergency Management

**Washington State Military Department
HAZARD MITIGATION GRANT AGREEMENT FACE SHEET**

1. Subrecipient Name and Address: Walla Walla County 27 N 2nd Ave Walla Walla, WA 99362		2. Total Grant Amount: \$41,212.00 F: \$30,909.00 S: \$5,151.50 L: \$5,151.50		3. Grant Number: E18-095	
4. Subrecipient Contract, phone/email: Liz Jessee, (509) 524-2900 ljesssee@co.walla-walla.wa.us		5. Grant Start Date: 5/9/2017		6. Grant End Date: 9/28/2019	
7. Department Program Manager, phone/email: Tim Cook, (253) 512-7072 tim.cook@mil.wa.gov		8. Data Universal Numbering System (DUNS): 363006535		9. UBI # (state revenue): 619-398-386	
10. Funding Authority: Washington State Military Department (the "DEPARTMENT"), and Federal Emergency Management Agency (FEMA)					
11. Funding Source Agreement #: FEMA FM-5090-1-P		12. Program Index # State-76202/Fed-76402		13. Catalog of Federal Domestic Asst. (CFDA) # & Title: 97.039 (HMGP)	
14. Total Federal Award Amount: \$30,909		15. Federal Award Date: 5/9/2017		16. TIN or SSN: N/A	
17. Service Districts: (BY LEGISLATIVE DISTRICT): 16th (BY CONGRESSIONAL DISTRICT): 5th		18. Service Area by County(ies): Walla Walla County		19. Women/Minority-Owned, State Certified?: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> NO <input type="checkbox"/> YES, OMWBE # _____	
20. Contract Classification: <input type="checkbox"/> Personal Services <input type="checkbox"/> Client Services <input checked="" type="checkbox"/> Public/Local Gov't <input type="checkbox"/> Research/Development <input type="checkbox"/> A/E <input type="checkbox"/> Other _____			21. Contract Type (check all that apply): <input type="checkbox"/> Contract <input checked="" type="checkbox"/> Grant <input checked="" type="checkbox"/> Agreement <input type="checkbox"/> Intergovernmental (RCW 39.34) <input type="checkbox"/> Interagency		
22. Contractor Selection Process: <input checked="" type="checkbox"/> "To all who apply & qualify" <input type="checkbox"/> Competitive Bidding <input type="checkbox"/> Sole Source <input type="checkbox"/> A/E RCW <input type="checkbox"/> N/A <input type="checkbox"/> Filed w/OFM? <input type="checkbox"/> Advertised? <input type="checkbox"/> YES <input type="checkbox"/> NO _____			23. Contractor Type (check all that apply): <input type="checkbox"/> Private Organization/Individual <input type="checkbox"/> For-Profit <input checked="" type="checkbox"/> Public Organization/Jurisdiction <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> VENDOR <input checked="" type="checkbox"/> SUBRECIPIENT <input checked="" type="checkbox"/> OTHER		
24. PURPOSE/DESCRIPTION: FEMA's Hazard Mitigation Grant Program provides grants for mitigation planning and cost-effective mitigation actions after a Presidential disaster declaration to reduce the risk of loss of life and property damage in future disasters. Title: <u>Walla Walla County Multi-Jurisdictional Hazard Mitigation Plan Update.</u> The purpose of this Agreement is to provide funds to the SUBRECIPIENT for the herein proposed project as noted in Statement of Work and/or Description of the Project (Attachment 3), Project Development Schedule (Attachment 4), Project Budget (Attachment 5), and the FEMA approved project application, which is incorporated herein by this reference. The DEPARTMENT is the Recipient and Pass-through Entity of the Presidential Disaster Declaration FMAG-HMGP Pilot Program FM-5090-WA (2015 Pilot Program) and the FEMA State Agreement, which are incorporated by reference, and makes a subaward of Federal award funds to the SUBRECIPIENT pursuant to this Agreement. The SUBRECIPIENT is accountable to the DEPARTMENT for use of Federal award funds provided under this Agreement and the associated matching funds.					
IN WITNESS WHEREOF, the DEPARTMENT and SUBRECIPIENT acknowledge and accept the terms of this Agreement, exhibits, references and attachments hereto and have executed this Agreement as of the date and year written below. This Agreement Face Sheet; Special Terms & Conditions (Attachment 1); General Terms and Conditions (Attachment 2); Statement of Work and/or Description of Project (Attachment 3); Project Development Schedule (Attachment 4); Project Budget (Attachment 5); and all other documents, exhibits and attachments expressly referenced and incorporated herein contain all the terms and conditions agreed upon by the parties and govern the rights and obligations of the parties to this Agreement. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.					
In the event of an inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:					
1. Applicable Federal and State Statutes and Regulations		5. Special Terms and Conditions		6. General Terms and Conditions, and,	
2. DHS Standard Terms and Conditions		7. Other provisions of the contract incorporated by reference.			
3. Presidential Declaration, FEMA State Agreement, and other associated documents					
4. Statement of Work and/or Project Description as outlined in FEMA approved Project Application					
WHEREAS, the parties hereto have executed this Agreement on the day and year last specified below.					
FOR THE DEPARTMENT:			FOR THE SUBRECIPIENT:		
Signature _____ Date _____		Signature _____ Date _____			
Dan Swisher, Chief Financial Officer Washington State Military Department		Liz Jessee, Emergency Management Director			
APPROVED AS TO FORM:					
Signature _____ Date _____		Signature _____ Date _____			
Brian E. Buchholz (signature on file 7/29/2016) Assistant Attorney General					

Form 12/3/2015

Walla Walla County
GRANT QUESTIONNAIRE

Date: 6/6/17

Office/Department: Emergency Management
Contact Person: Liz Jessee

- 1) Name of Grant/Program) Walla Walla County Multi-Jurisdictional Hazard Mitigation Plan Update
- 2) New Grant Renewing Grant Term (# of years) 2 yrs, 4 mos.
- 3) Is the grant unchanged, and does not require Current Expense funding?
(If Y, please skip to number 24) Y___ N__X__
- 4) How will this grant benefit the county's citizens?
An updated Hazard Mitigation Plan is required by FEMA in order to receive federal disaster funds, for both planning and post-disaster recovery.

_____.
- 5) Is this a program grant or an equipment grant?
NO

_____.
- 6) Is this a "one-time only grant" or is it renewable? If renewable, how long is grant anticipated to last?
One-time only grant; non-renewable.

_____.
- 7) If this is a new grant how will the grant support a current program OR how will the program change?
This grant supports the current emergency management program. No program changes anticipated.

_____.
- 8) Does this grant require up front funds? Y_____ N__X__
If so, what is the source of the up-front funds needed to cover costs prior to initial and continuing reimbursements being received?

_____.

- 9) How many employees (new or current) will be paid by the grant? N_____ C_2____
 a. If this grant requires new hire(s) and grant ends, how will unemployment costs be funded? _____
- 10) Will the grant require matching funds; i.e., in-kind, cash, Employment Security, Social Security, FICA, PERS, etc? Y_____ N__X__ If so, what?
Walla Walla County Emergency Management hired a contractor, Perteet, to complete the grant application. Funds paid to the contractor will count towards the matching requirement, as will salaries and benefits contributions during development of the updated plan.

- 11) Would the grant allow for an annual COLA in salary, increase in medical insurance premiums or increases in any personnel benefits? Y__X__ N_____
- 12) What fund would support a cash match (if required)? N/A
- 13) If required what is the TOTAL cost of the match over the life of the grant? \$5,151.50
- 14) What fund would support the administration of the grant? 103 10300
- 15) Will the grant allow for the County cost allocation plan to be funded? Y__X__ N_____
- 16) Would the grant require the county to provide office space and/or additional equipment to administer the program? If so, what are the requirements? NO

- 17) Would the program require use of a county vehicle or personal vehicle? Y__X__ N_____
For travel to county-wide public meetings/discussions as required to update the plan.
- 18) If so, would the grant provide for the cost of the automobile and/or liability insurance? Y_____ N_____
- 19) Would the grant require activities by other county offices/departments? (i.e. legal review, technology services assistance, new BARS numbers.) Y__X__ N_____ If so, what activities?
Legal for review of contract, participation in plan development anticipated for Community Development.

- 20) Would acceptance and completion of the grant project in any way OBLIGATE the County to create/enact new ordinance or policies? Y_____ N__X__ If so, what obligations?

21) Does this grant project include any activities that may fall outside the county's standard policies (personnel policies on travel, hours of work, training required, reimbursement for meeting refreshments, paying for meeting space, etc.?) NO

22) Will outside consultants be solicited to work on the grant and if so, is a process in place for appropriate selection and oversight of consultant activities? Y X N _____ If so, what is the funding source for consultant fees? Grant funds have been specifically allocated to pay a contractor (see contract).

23) For a program grant, how would the program be funded after the grant expires? (It should be understood that once grant funding ends, either the program ceases OR the funding for the program needs to be absorbed within the department's or office's existing budget) **OR** justification must be provided that the program has been and will continue to save or benefit taxpayers.

24) Please provide (attached to questionnaire) a synopsis of the grant or a copy of the fact sheet.

See attached E18-095 Consent Memo.

Official signature of requesting office/department:

/s/ Liz Jessee
Elected Official/Department Head

10/16/17
Date

9:45

TECHNOLOGY SERVICES DEPARTMENT

Kevin Gutierrez

- a) Department update and miscellaneous



WALLA WALLA COUNTY
Technology Services Department

Kevin G. Gutierrez
Technology Services Director

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362

(509) 524-2590

kgutierrez@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

October 23, 2017

To: Walla Walla County Board of Commissioners

Re: Department Update

Issues/Information for the Board.

- N/A

Components (Main infrastructure)

Hardware

- No issues

Software

- No issues

Security/Viruses

- No issues

Other Projects

- **Judges/Clerks Case Management and Document Management Systems**
 - Clerks moved over to OnBase
 - Next – working on getting judges set up
 - Chasing down mounts/hardware
- **OnBase**
 - Clerk is converted, BoCC in progress
 - Pushing Techline (contractor) get moving
 - They are about ready for us to see the PRR portion of our deployment
 - Should be starting the rest of the county pretty soon
- Hoping that this process also helps us get rid of many thousands of duplicate records
- **Courthouse Security**
 - We have cameras in various areas. Not many in common areas.
 - Also have IPsession (phone system alert system) that is really simple to use, but there should be some planning around the use and training.
 - Right now it is configured to work, but because of the disruption it will cause when we test we would need to know when everyone wants to test...
 - 1) Minimize test time to minimize impact
 - 2) Make sure all offices are occupied to determine overall success and to avoid having to test multiple times
- **Old Health Building Door/Security**
 - Estimate is \$6,534.00
 - Includes Entry Phone – Retrofit for current double door (1 door) push bar and electronic locking device – 4 new cameras on various floors and configuring 1 existing camera – An optional IP camera in the basement ramp area.
 - We can add another recording device for additional \$520 (plus tax) but I recommend recording on the Annex recording system.

- **Long Distance**
 - Close to having a proposal to include a pool of minutes and a static cost at a savings to the county. To minimize the chance of having to continue spending hours on billing, I have requested an additional 2500 minutes be added to the proposed plan. The request is now with their Special Pricing” group.
- **Website Redesign**
 - In progress – collecting photos, setting up accounts and answering surveys for the vendor.
 - One more round of surveys and uploads and we can schedule the kick off meeting.
- **New World**
 - Connection issues are still happening.
- **Texting Policy**
 - Shelly still has this on her list of things to do.
- **County Wireless**
 - I have been asked by Bill Ogg to look at wireless at the fairgrounds.
 - We have been working with Pocket iNet
 - Waiting for quote to increase our bandwidth so we can consider deploying public wifi in county offices.
- **Jail – WiFi**
 - Jail wants to run cables for WiFi all over the jail building.
 - Part of the WiFi is for a connection for inmates to a local college.
 - Waiting for the college to get back to us on what they need
- **Old Email Server**
 - Need to offload to a search appliance/software so we don’t lose what we have. Going to cost about \$1000
 - I am looking to see if we can migrate the old boxes to the cloud, reluctant because we risk ending up having to keep those records forever just because we would get duplicate hits.
- **PRO Certification**
 - Working with WAPRO organization to see if we can facilitate some training in our area.
 - There is some specific training that all PRO’s in the state must have (30 hrs total)
 - If we can host training here for the east side of the state, we should be able help reduce travel costs. **Looks like November opportunities on the west side we will look for empty seats.**
- **Public Record Requests Last 2 Weeks**
 - 4= Requests received
 - 1 = Forwarded to departments
 - 4= Completed
 - 0= Pending Closure
 - 2 = Litigation hold
 - 0 = Pending 3rd party notice
 - 22 = Open/Being handled by the PRO

Definitions

JLARC=Joint Legislative Audit and Review Committee

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

API = Application Program Interface

CITRIX = A product used for remote access to our network

PAV=Potential Archival Value

CJIS = Criminal Justice System Information Systems

AOC=Administrative Office of the Courts

PRO=Public Records Officer

USB=Universal Serial Bus

DOL=Department of Licensing

NDA=Non-disclosure agreement

RFP=Request for Pricing/Proposal

GIS=Geographic Information Systems

EOL=End of Life

JCDA=Joint Community Development Agency

W7=Windows 7

W10=Windows 10

OS=Operating System

JAVS=(Jefferson Audio Video Systems) – Courtroom Recording System

AV=Audio/Visual

WiFi=Wireless network connectivity (Wireless Fidelity)

FTP = File Transfer Protocol (file transfer server)

CAD=Computer Aided Dispatch (hosted at the city)

CAT5=Category 5 Ethernet cable (for data and voice)

ADA=Americans with Disabilities Act

ECM=Enterprise Content Management

NWS=New World Systems

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.

EO = Elected Official

DH = Department Head

WAPRO – Washington Association of Public Records Officers

10:00

COUNTY CORRECTIONS DEPARTMENT

Mike Bates

- a) Department update and miscellaneous

10:15

COUNTY COMMISSIONERS

- a) Review status of certain County-owned real property, including tax title property, and possibly make determinations re: disposal of same and setting public hearing

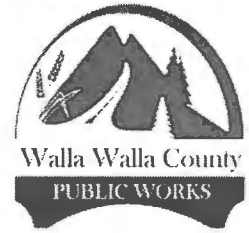
10:30

PUBLIC WORKS DEPARTMENT

Randy Glaeser

- a) Department update and miscellaneous

Walla Walla County Public Works
PO Box 813
Walla Walla, WA 99362



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 18 October 2017

Re: Director's Report for the Week of 16 October 2017

Board Action: 23 October 2017

Update Only

ENGINEERING:

- Mill Creek FH: In condemnation.
- Blue Creek Bridge: On hold waiting for Mill Creek ROW completion.
- Pflugrad Bridge: Acquiring ROW. Working on environmental permits.
- Mill Creek Road MP 1.1 to MP 3.96: Working on ROW documents.
- City of Prescott Stormwater: Survey completed.
- Mud Creek: In design.
- Whitman Drive W.: Scheduled to fly with UAV this month.
- Miscellaneous: Working on 2018 Business Plan.

MAINTENANCE/FLEET MANAGEMENT:

- Crews conducting routine fall maintenance.

ADMINISTRATION:

- Reviewing applications for Signs/Vegetation position.
- Celebrated Everett White's retirement.

10:45

PROSECUTING ATTORNEY

Jim Nagle/Jesse Nolte

- a) Miscellaneous business for the Board
- b) Possible executive session re:
litigation or pending or potential
litigation (pursuant to RCW 42.30.110(i))

11:00

HUMAN RESOURCES/RISK MANAGER

Shelly Peters

- 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: personnel (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)), and/or litigation or pending or potential litigation (pursuant to RCW 42.30.110(i))

11:15 COUNTY COMMISSIONERS

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

NOON RECESS

1:30 COUNTY COMMISSIONERS

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

- 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.