

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, APRIL 26, 2021

Pursuant to the Governor's proclamation dated March 23, 2020 the Commissioner Meeting will be held via phone and internet. Following is the website to attend and listen to the meeting and the phone number to call to take part in the meeting. Any questions please email us wwcocommissioners@co.walla-walla.wa.us

Call in 1-408-418-9388 access code: 146 784 0290

Meeting link: <https://wwco.webex.com/wwco/j.php?MTID=m6ef6c0710e4eb57be4e10ce0cc827a38>

The agenda will include only necessary action items until further notice.

PLEASE NOTE: All times are tentative and at the discretion of the Chairman with the exception of advertised bid openings and public hearings.

10:00 A.M. COUNTY COMMISSIONERS

Chairman Tompkins

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) Declarations re: conflict of interest
- c) Pledge of Allegiance
- d) Public comment period (time limitations may be imposed)
- e) **Action Agenda Items:**
 - 1) Review submitted Employee Payroll Action Forms
 - 2) Review vouchers/warrants/electronic payments
- f) **Consent Agenda Items:**
 - 1) Resolution - Minutes of County Commissioners' proceedings for April 19 and 20, 2021
 - 2) Resolution – Proclaiming May, 2021 as National Building Safety Month
 - 3) Payroll action and other forms requiring Board approval
- g) **Action Agenda Items:**
 - 1) County vouchers/warrants/electronic payments as follows: 4228951 through 4229139 totaling \$1,051,664.78; 4229140 through 4229146 totaling \$3,697.75 (travel)
- h) Miscellaneous business to come before the Board
- i) Review reports and correspondence; hear committee and meeting reports
- j) Review of constituent concerns/possible updates re: past concerns

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF
PROCLAIMING MAY, 2021, AS
BUILDING SAFETY MONTH



RESOLUTION NO. 21

WHEREAS, Walla Walla County recognizes that the Community Development Department is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens; and

WHEREAS, it is recognized that Building Safety Month is to remind the public about the critical role of our communities' largely unknown guardians of public safety—our local code officials—who assure us of safe, efficient and livable buildings; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they shall sign a proclamation declaring May, 2021 as Building Safety Month in Walla Walla County.

Passed this 26th day of April, 2021 by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.

Attest:

Diane L. Harris, Clerk of the Board

Gregory A. Tompkins, Chairman, District 3

Todd L. Kimball, Commissioner, District 2

Jennifer R. Mayberry, Commissioner, District 1

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

PROCLAMATION

WHEREAS, the Walla Walla County Board of Commissioners and County Community Development Department are committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster; and

WHEREAS, our confidence is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, laborers and others in the construction industry—who work year-round to ensure the safe construction of buildings; and

WHEREAS, these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play; and

WHEREAS, our nation benefits economically and technologically from using the International Codes® that are developed by a national, voluntary consensus codes and standards developing organization, our government is able to avoid the high cost and complexity of developing and maintaining these codes, which are the most widely adopted building safety and fire prevention codes in the world these modern building codes include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquake; and

WHEREAS, Building Safety Month is to remind the public about the critical role of our communities' largely unknown guardians of public safety—our local code officials—who assure us of safe, efficient and livable buildings; and

WHEREAS, "Prevent, Prepare, Protect. Building Codes Saves," the theme for Building Safety Month 2021, encourages all Americans to raise awareness about the importance of safe and resilient construction; fire prevention; disaster mitigation, energy conservation; water safety training the next generation and new technologies in the construction industry; and

WHEREAS, each year, in observance of Building Safety Month, Americans are asked to consider the commitment to improve building safety and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby proclaim

MAY, 2021, as BUILDING SAFETY MONTH

in Walla Walla County and encourage all citizens of the county to observe this week appropriately.

Dated this 27th day of April, 2021, at Walla Walla County, Washington.

**BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON**

Gregory A. Tompkins, Chairman

Attest:

Todd L. Kimball, Commissioner

Diane L. Harris, Clerk of the Board

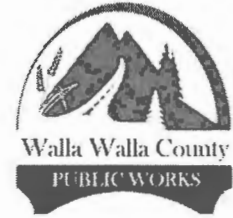
Jennifer R. Mayberry, Commissioner

a) **Action Agenda Items:**

- 1) Executing a contract for the Drumheller Bridge Project
- 2) Executing a contract for the Fredrickson Bridge Paving Project

b) Department update and miscellaneous

**Walla Walla County Public Works
990 Navion Lane
Walla Walla, WA 99362**



To: Board of County Commissioners

From: Tony Garcia Morales, P.E. – Public Works Director/County Engineer

Date: 20 April 2021

Re: Director's Report for the Week of 19 April 2021

Board Action: 26 April 2021

Miscellaneous:

In the Matter of Executing a Contract for the Drumheller Bridge Project

In the Matter of Executing a Contract for the Fredrickson Bridge Paving Project

ENGINEERING:

- Arch Bridge: Working on National Environmental Policy Act (NEPA) documentation.
- Wallula/Gose: Working on construction plan sheets.
- Middle Waitsburg Road MP 6.1 to MP 7.92: Finalizing right of way. Working on documentation with the final property owners.
- Mill Creek Road MP 1.1 to MP 3.96: Working on right of way.
- Fishhook Park Road: Working on field survey.
- Abbott Road Sidewalk: Working on resolving utility conflicts.
- Old Highway 12: Waiting on State Environmental Policy Act (SEPA) review and working on Corps permits.

MAINTENANCE/FLEET MANAGEMENT:

- Crews working on spring maintenance and chip seal prep.
- Signs and Vegetation crew spraying as weather allows and performing sign maintenance.
- Garage working on routine maintenance and prepping equipment for chip seal season.
- Top course and base course gravel deliveries going well.

ADMINISTRATION:

- Conducted our weekly Staff and Engineering meetings and monthly Leadership meeting.
- Set up 2nd interviews for our Accounting Tech II position.
- Conducting reference checks on potential new hires for our Maintenance Tech I vacant positions.
- Attended a Leadership/Management webinar from the Washington Counties Risk Pool (WCRP).
- Working with Tech Services to resolve some of the issues from the migration.
- Continue to work with Commissioner Mayberry on legalizing Wheeled All-Terrain Vehicles (WATV's) on County Roads.
- Attended a weekly weather briefing from the National Weather Service - No flooding is expected through next week.

a) **Action Agenda Items:**

- 1) Proposal 2021 04-26 TSD Approval to purchase Cisco Email Security Gateway with CompuNet, Inc

b) Department update and miscellaneous



WALLA WALLA COUNTY
Technology Services Department

Chad R Goodhue | Technology Services Director |

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

(509) 524-2590

cgoodhue@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

April 26th, 2021

To: **Walla Walla County Board of Commissioners**

Re: Technology Services Update

Issues/Information for the Board.

• List of current projects:

<ul style="list-style-type: none">○ New Anti-Spam software (ESG) – Proposal ID 2021-04-26 TSD1○ Demoing new Anti-Virus Software – Still in the process of looking at our options
<ul style="list-style-type: none">○ KnowBe4 – Phishing training stats – 170 reported the phish attempt○ As people become more aware of the phish report button the higher this number will be.
<ul style="list-style-type: none">○ Cisco Room Kits – Elections is the last kit to install.
<ul style="list-style-type: none">○ GIS – Eagleview software demo on the 20th, we are no tallying the responses and determining support moving forward. We are also looking at different funding mechanisms through partnerships and grants.○ www.co.walla-walla.wa.us/government/gis/ now has a new “HUB” for navigating
<ul style="list-style-type: none">○ Card Access – We have a new schedule from WWE for dedicated days to complete the card access installtions
<ul style="list-style-type: none">○ On Base kick-off – May 6th we begin our business process review for District Court so that we can better align how the Onbase works with DC work flows○ Walla Walla District Court has been identified as a Phase I County that will receive Odyssey Case Management System. This rollout will begin August 9th and go through September 8th.
<ul style="list-style-type: none">○ Texting Policy - Survey results – TS has received the survey results for potential cell phone usage by department.
<ul style="list-style-type: none">○ PW Move –○ Collapse Network – Tentatively looking at the week of the 10th of May○ Website consolidation – We will begin training PW staff on Website management in the next couple of weeks○ SMARSH – in process
<ul style="list-style-type: none">○ eGoldFax – we are in the process of validating County fax numbers so that we know what to “cut-over”.
<ul style="list-style-type: none">○ JJC Network Switching – JJC was one of the last locations to get a new pair of switches and we are finding that the network cabling is very old and does not meet any of the new wiring standards. We have asked for an estimate for WWE to test and replace what has failed or is sub-standard.
<ul style="list-style-type: none">○ eTrakIT – Working with Community Development and Central Square to being a “FitGap” audit on the 27th as a first step toward upgrading the software.

- We are still seeing a large uptick in tickets. With Public Works migration behind us we hope to drop the number of tickets and get us caught up.

Components (Main infrastructure)

Security – Continues to be our #1 Security Concern

- Phishing and County awareness
 - KnowBe4 has been purchased and we are working on getting it rolled out.

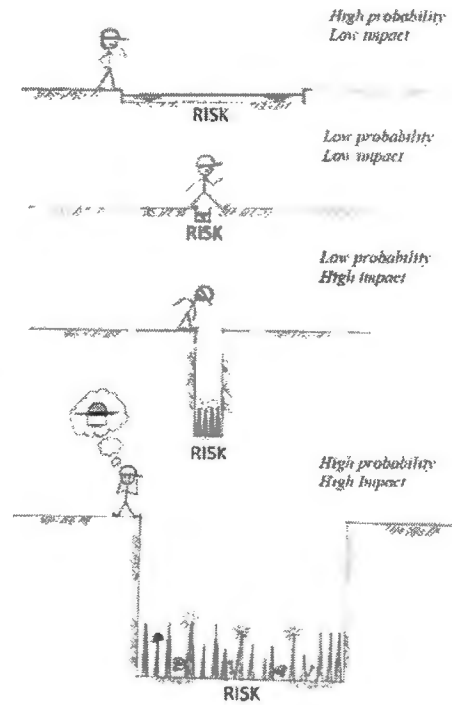
Hardware

- We still have all new laptops to deploy to PW
- We need a public hearing on the 8th for surplus equipment.

Other Projects

- **OnBase**
 - BPR – 5/6/21
- **Contracts**
 - Central Square – eTrakIT software upgrade
- **Inventory**
 - With the record number of devices coming into the County we are very busy making sure everything is tagged before deployment as well as ensuring that disposed of items are sent to surplus
- **Public Record Requests Last 2 Weeks**
 - 3 = Requests received
 - 2 = Forwarded to departments
 - 4 = Completed
 - 10 = Pending review
 - 0 = Pending Closure
 - 1 = Litigation hold
 - 0 = Pending 3rd party notice
 - 23 = Open
 - YTD = 85
 - LYTD = 64

Some of these are waiting for legal review or guidance, or response by other departments
- **Service Desk Issues Last 2 Weeks**
 - 1152 = Requests received since January 4th
 - 88 = Opened in the last 2 weeks
 - 75 = Closed in the last 2 weeks
 - 43 = Total open or outstanding



Definitions

ESG – Email Security Gateway

DMS – Document Management System (OnBase)

OCIO = Office of the Chief Information Officer

DAN - Disposition Authority Numbers (Secretary of State retention schedule)

JLARC=Joint Legislative Audit and Review Committee

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

API = Application Program Interface

CJIS = Criminal Justice System Information Systems

PRO=Public Records Officer

NDA=Non-disclosure agreement

EOL=End of Life

WiFi=Wireless network connectivity (Wireless Fidelity)

FTP = File Transfer Protocol (file transfer server)

ADA=Americans with Disabilities Act

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.

a) **Consent Agenda Items:**

1) Resolution – Proclaiming May 2-8, 2021 as National Correctional Officers Week

b) Department update and miscellaneous

BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF
PROCLAIMING MAY 2 - 8, 2021 AS
CORRECTIONAL OFFICERS
APPRECIATION WEEK



RESOLUTION NO. **21**

WHEREAS, Walla Walla County recognizes that correctional officers are responsible for ensuring the safety of the general public, correctional staff and offenders; and

WHEREAS, it is recognized that correctional officers perform a valuable service to the citizens of Walla Walla County; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they shall sign a proclamation declaring May 2 - 8, 2021 as Correctional Officers Appreciation Week in Walla Walla County.

*Passed this 26th day of **April, 2021** by Board members as follows: Present or Participating via other means, and by the following vote: Aye Nay Abstained Absent.*

Attest:

Diane L. Harris, Clerk of the Board

Gregory A. Tompkins, Chairman, District 3

Todd L. Kimball, Commissioner, District 2

Jennifer R. Mayberry, Commissioner, District 1

*Constituting the Board of County Commissioners
of Walla Walla County, Washington*

PROCLAMATION

WHEREAS, the Walla Walla County Board of Commissioners and Department of Corrections recognize that Walla Walla County Correctional Officers are responsible for the daily supervision of criminal offenders housed in the Walla Walla County Jail; and

WHEREAS, correctional officers are responsible for ensuring the safety of the general public, correctional staff and offenders; and

WHEREAS, correctional officers must act as communicators and experts at crisis management, acting to resolve conflicts and to restrain persons representing a danger to themselves or others; and

WHEREAS, correctional officers must develop and maintain these skills through rigorous basic and annual training; and

WHEREAS, correctional officers often must perform their work under adverse and hazardous conditions, while continuing to meet the high standards set by their profession and the expectations of the public; and

WHEREAS, each day of the year correctional officers perform a valuable service to the citizens of Walla Walla County; and

WHEREAS, correctional officers often perform outstanding services outside the scope of their normal responsibilities to their communities in times of need and crisis; now therefore

BE IT HEREBY RESOLVED by this Board of Walla Walla County Commissioners that they do hereby proclaim

MAY 2-8, 2021, as CORRECTIONAL OFFICERS APPRECIATION WEEK

in Walla Walla County and encourage all citizens of the county to observe this week appropriately.

Dated this 26th day of April, 2021, at Walla Walla County, Washington.

**BOARD OF COUNTY COMMISSIONERS
WALLA WALLA COUNTY, WASHINGTON**

Gregory A. Tompkins, Chairman

Attest:

Todd L. Kimball, Commissioner

Diane L. Harris, Clerk of the Board

Jennifer R. Mayberry, Commissioner



DEPARTMENT OF COURT SERVICES
JUVENILE JUSTICE CENTER
WALLA WALLA COUNTY

Norrie Gregoire, Director
Matt Stroe, Jail Commander
Keri Weber, Executive Assistant

Norrie Gregoire, Juvenile Court Administrator
Jon Cassetto, Court Services Manager
Becky Renwick, Detention Manager
Kayla Zimmer, Administrative Services Supervisor

To: BOCC
From: Norrie Gregoire, Director of Corrections
Date Written: 04.21.2021

Director's Report for April 26th, 2021

Board Consent/Action Agenda Item(s):

- Consent Items: None.
- Action Items: None.

Corrections/Court Services Department Updates:

Legislative Update

- SSB 5122 [Raise the Age and Exclude <13's]: Did not make it out of Rules to the floor for a vote; WAJCA continues to watch 5122 as it has a fiscal note and could yet be resurrected. If 5122 does not make it through on a procedural move, 5122 will be back next session.

Service Providers, Programs, Grants & Essential Services

- Residential Substance Abuse Treatment (RSAT) provided by Serenity Point is up and running at the adult facility jail; we currently have five participants.
- Trilogy has resumed in-person services at the youth facility; new program is called Recovery & Me.

Facilities, Equipment and Technology

- Securus Tablets are in service at the jail.
 - All e-messages are screened by jail staff prior to approval.
 - Lexus Nexus law library has been provisioned to tablets.
 - Preparing to surplus hard copy books as tablets have over 50,000 book titles.
- Rumors of a truck driver "walk-off" in the air which would impact food deliveries; jail chef is monitoring and planning accordingly.
- Sheriff Crider has requested the jail crew clean up the old Dixie Range and we hope to have that accomplished soon.

Personnel/Training/Recruitment

- Court Services Child Advocate Supervisor Kati Brown recently completed all course and project work for her Master's in Jurisprudence in Children's Law & Policy from Loyola.
 - Two-year program, full-time, graduate level designed for nonlegal professionals.
 - Focused on laws impacting children, child welfare, juvenile justice, education and health care.
 - For Kati's capstone project, she researched and developed training for child advocates and social workers on the importance of kinship connection in foster care. She looked at the myth and bureaucratic barriers that often prevent family members from having foster youth placed with them and from becoming licensed foster parents.
 - Kati has so far presented the training statewide to over 80 child advocates and will present to our local DCYF office this week. She is hoping to graduate with honors once grades come out.

11:00 FACILITIES MAINTENANCE

Robert Henry

a) Action Agenda Items:

1) Proposal 2021 04-26 Maint Approval to post Maintenance position for the Facilities Department

b) Department update and miscellaneous

Walla Walla County Facilities Department

317 W Main St, Walla Walla, WA 99362

Update April 26th 2021

Maintenance:

- Continued work on the door locks inside the courthouse to complete the conversion to electronic locks
- Completed fire alarm panel inspections for county buildings.
- Completed beautification of entry hallway and conference room in 310 W. Poplar building
- Completed repairs on the isolation mounting for the jail emergency generator

Custodial

- Custodial cleaning with a focus on disinfecting has continued throughout the county.
- Continued cleaning at the Pavilion for Vaccinations.

Grounds

- Has begun making repairs and getting the Counties sprinkler systems online.
- Has begun doing spring cleaning among the plantings around the County buildings

Facilities:

- Continued work with McKinstry on final preparation for electrical work, as well as plumbing, structural and safety walkthroughs
- County has begun cleanup of unused paints and hazmat that have been stored in county buildings. All the miscellaneous old and unused paints have been collected for proper disposal by the Paint Care program. We are now inventorying and getting the proper paperwork together to have the unused hazmat that remains.

- a) 2021 budget report

**11:30 DEPARTMENT OF COMMUNITY HEALTH/
BOARD OF HEALTH**

**Dr. Kaminsky
Nancy Wenzel**

a) COVID-19 update and miscellaneous

11:45 RECESS

- 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: qualifications of an applicant for employment and/or review performance of a public employee (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)) and/or litigation or pending litigation (pursuant to RCW 42.30.110(i))

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

- 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.