

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 15, 2014

*This document is a summarized version of the Board of Commissioners proceedings. The minutes are paraphrased, not verbatim. Access to an electronic audio recording of the meeting is available upon request.*

The Honorable Board of Franklin County Commissioners met on the above date. Present for the meeting were Robert E. Koch, Chairman; Brad Peck, Chair Pro Tem; and Rick Miller, Member; Fred Bowen, County Administrator; and Mary Withers, Clerk to the Board. Meeting convened at 9:00 am with the Pledge of Allegiance.

**OFFICE BUSINESS**

Administrative Assistant Margo Hines met with the Board. Present in audience: Larry Hueter and Tri-City Herald Reporter Geoff Folsom.

Vouchers

**Motion** – Mr. Miller: I move that we approve the fund expenditure vouchers for January 15, 2014 in the amount of \$184,003.09 signed by Matt Beaton and Julie Jordan. The vouchers have been reviewed by Mr. Bowen. Second by Mr. Peck. 3:0 vote in favor. (Exhibit 1)

<u>Fund Expenditures</u>	<u>Warrants</u>		<u>Amount Issued</u>
Current Expense	92569	92597	\$38,368.97
Current Expense	92598	92604	\$1,836.09
Auditor O & M	92605	-	\$183.95
Election Equipment Revolving	92606	92608	\$599.63
Crime Victims/Witness Assist	92609	92610	\$3,756.61
Jail Commissary	92611	92614	\$2,572.11
Ending Homelessness Fund	92615	-	\$2,000.00
.3% Criminal Justice Const Fnd	92616	-	\$58.42
County Roads	92617	92643	\$87,804.38
Solid Waste	92644	92645	\$4,522.53
Motor Vehicle/Public Works	92646	92660	\$7,876.82
Current Expense	92611	92677	\$26,740.30
Election Equipment Revolving	92678	-	\$122.28
Veteran's Assistance	92679	92680	\$1,303.00
Ending Homelessness Fund	92681	-	<u>\$6,258.00</u>
	<b>Grand Total:</b>		<b>\$184,003.09</b>

**Motion** – Mr. Miller: I move that we approve Salary Clearing payroll, Emergency Management payroll and Irrigation Payroll in the total amount of \$ 643,239.47, signed by Jeff Burckhard and Kristina Bahovich. Second by Mr. Peck. 3:0 vote in favor. (Exhibit 2)

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 15, 2014

<u>Fund</u>	<u>Warrant</u>	<u>Amount</u>
<b>Salary Clearing Payroll:</b>		
Payroll	59902-59974	171,657.76
Direct Deposit		<u>355,140.07</u>
		526,797.83
Benefits	59975-59980	<u>92,676.22</u>
	<b>Total</b>	<b><u>\$619,474.05</u></b>
<b>Emergency Mgmt Payroll:</b>		
Payroll	92514-92519	\$2,549.71
Direct Deposit		<u>7,167.29</u>
		9,717.00
Benefits	92520-92523	<u>1,639.21</u>
	<b>Total</b>	<b><u>\$11,356.21</u></b>
<b>Irrigation Payroll:</b>		
Payroll	92501-92509	\$5,128.09
Direct Deposit		<u>5,257.43</u>
		10,385.52
Benefits	92510-92513	<u>2,023.69</u>
	<b>Total</b>	<b><u>\$12,409.21</u></b>
<b>Grand Total All Payrolls:</b>		<b><u>\$ 643,239.47</u></b>

**Motion** – Mr. Miller: I move that we approve County Road payroll and Motor Vehicle payroll in the total amount of \$113,575.32, also signed by Jeff Burckhard and Kristina Bahovich.

Second by Mr. Peck. 3:0 vote in favor. (Exhibit 3)

<u>Fund</u>	<u>Warrant</u>	<u>Amount</u>
<b>County Road</b>		
Payroll	92709-92728	22,996.02
Direct Deposit		<u>38,797.12</u>
		61,793.14
Benefits	92729-92738	<u>34,067.26</u>
	<b>Total</b>	<b><u>\$95,860.40</u></b>
<b>Motor Vehicle</b>		
Payroll	92682-92698	\$5,421.60
Direct Deposit		<u>5,809.95</u>
		\$11,231.55
Benefits	92699-92708	<u>6,483.37</u>
	<b>Total</b>	<b><u>\$17,714.92</u></b>
<b>Grand Total All Payrolls</b>		<b><u>\$113,575.32</u></b>

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 15, 2014

Consent Agenda

**Motion** – Mr. Miller: Mr. Chairman, I move that we approve the consent agenda 1 through 14.  
Second by Mr. Peck.

**Amended Motion** – Mr. Miller's motion was amended to hold item 8. Second by Mr. Peck. 3:0  
vote in favor. Consent Agenda was approved except for item 8.

1. Approval of Resolution 2014-014, Public Works Contract Amendment #1 between Benton-Franklin Counties Juvenile Justice Center and Yoder, Inc., dba Coffey Refrigeration
2. Approval of Resolution 2014-015, Personal Services Contract between Benton-Franklin Counties Juvenile Justice Center and J & J Security
3. Approval of Resolution 2014-016, Personal Services Contract between Benton-Franklin Counties Juvenile Justice Center and Tri-Cities Chaplaincy
4. Approval of Resolution 2014-017, Professional Services Agreement to Provide Legal Representation to Indigent Persons in Franklin County District Court between Sonia D. Cook and Franklin County, Contract #FCDC1415SDC001L
5. Approval of Resolution 2014-018, Professional Services Agreement to Provide Legal Representation to Indigent Persons Charged with Homicide Offenses or as a Persistent Offender in Benton County and Franklin County Superior Court between Shane M. Silverthorn, dba Silverthorn Law Office, and Benton and Franklin Counties, Contract #BFSC1416SMS001H
6. Approval of Franklin County Commissioner Proceedings for January 3, 2014
7. Approval of Resolution 2014-019, Amendment to Professional Services Agreement to Provide Legal Representation to Indigent Persons in Franklin County Superior Court, #FCSC1314RMS001XA, between Franklin County and Ryan M. Swinburnson  
  
(Clerk's Note: Item 8 was held until later in the meeting.)
8. Approval of Resolution 2014-\_\_\_\_\_, Professional Services Agreement #PSA-2013/15- Larsen-00 between Benton-Franklin Counties Department of Human Services and Kelly Larsen
9. Approval of Resolution 2014-021, DSHS Agreement Number 1363-85232, Amendment Number 01, between Benton-Franklin Counties Department of Human Services and Department of Social and Health Services, Division of Behavioral Health and Recovery, approved by Resolution 2013-323

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 15, 2014

10. Approval of Resolution 2014-022, authorizing expenditures totaling \$53,000 from the Miscellaneous Trial Court Improvement Fund Number 128-000-001 as requested from the Trial Court Improvement Fund Authorization Committee
11. Approval of Resolution 2014-023, rescinding Resolutions 2013-421 and 2013-429 and authorizing voucher from 2013 Budget 300-000-001, Franklin County Capital Projects Fund, line item 594.19.64.0001, Financial Software, to 2013 Budget 001-000-650, Treasurer, line items 512.22.10.0030 and 514.22.10.0050, Salaries and Wages
12. Approval of Resolution 2014-024, Inter-Budget Transfer of \$19,735.76 from 2013 Current Expense Non-Departmental Budget (001-000-700), line item 519.90.00.0001 (Contingency) and \$18,264.24 from line item 519.90.0002 (Contingency – Salaries and Benefits) for a total of \$38,000.00 to the Public Defense Budget (001-000-180), line item 512.81.41.1000 (Miscellaneous Professional Services), and rescinding Resolution 2013-473
13. Approval of Resolution 2014-025, amending Resolution 2013-078, contract between Franklin County, City of Pasco and Lydig Construction, Inc., to correct an error by stating that total cost not to exceed \$19,604,302.58 does include sales tax
14. Approval of Resolution 2014-026, Professional Services Agreement to Provide Legal Representation to Indigent Persons in Franklin County District Court between Jeff L. Briggs, dba Preszler & Bunch, PLLC, and Franklin County, Contract #FCDC1415JLB001L

Consent Agenda Item 8: Professional Services Agreement #PSA-2013/15- Larsen-00 between Benton-Franklin Counties Department of Human Services and Kelly Larsen

Human Services Coordinator Joel Chavez met with the Board. He answered questions about the Franklin County area that will be serviced by the contract, saying east Pasco was identified as the highest community of need so the target population is mostly in the Ochoa Middle School area.

**Motion** – Mr. Peck: Mr. Chairman, I move for approval of Professional Services Agreement PSA-2013/15-Larsen-00 between Benton-Franklin Counties Department of Human Services and Kelly Larsen as presented as item Number 8 on the Consent Agenda. Second by Mr. Miller. 3:0 vote in favor. Resolution 2015-020 was approved.

**COUNTY ADMINISTRATOR (9:23 am)**

County Administrator Fred Bowen and Jail Construction Project Manager Larry Hueter met with the Board.

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 15, 2014

Jail Construction Project: Change Order No. 8 to Agreement between Franklin County (Owner) and Lydig Construction, Inc. (Contractor)

Mr. Hueter explained changes that have been made to the change order since last week. The final documents have not been received. He asked that it be moved to the consent agenda for January 22. After discussion, the Board had **consensus agreement** to place Change Order No. 8 consisting of PCO 39, PCO 43, PCO 45 and PCO 52 on the January 22, 2014, consent agenda.

Potential Change Order PCO 38

Mr. Hueter said PCO 38 is being prepared for a change order and explained what has occurred regarding the change order since he last talked with the Board. He expects it will be ready for the agenda on January 29, 2014.

**OTHER BUSINESS**

Bi-County meeting this afternoon

Mr. Peck told the other Board members about some research he has done regarding available office space for Crisis Response in preparation for the bi-county meeting this afternoon.

**Adjourned** at 9:43 am.

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 15, 2014

There being no further business, the Franklin County Board of Commissioners meeting was adjourned until the bi-county meeting in the afternoon of January 15, 2014.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON



Robert E. Koch, Chairman



Brad Peck, Chairman Pro Tem



Rick Miller, Member

Attest:



Clerk to the Board

Approved and signed January 29, 2014.



# FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

1/15/2014

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims.

Action: As of this date, 1/15/2014

Move that the following warrants be approved for payment:

certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

<u>FUND Expenditures</u>	<u>WARRANTS</u>		<u>AMOUNT ISSUED</u>
Current Expense	92569	92597	\$38,368.97
Current Expense	92598	92604	\$1,836.09
Auditor O & M	92605	-	\$183.95
Election Equipment Revolving	92606	92608	\$599.63
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Election Equipment Revolving	92678	-	\$122.28
Veteran's Assistance	92679	92680	\$1,303.00
Ending Homelessness Fund	92681	-	\$6,258.00

In the amount of

**\$184,003.09**

The motion was seconded by *Bone Park*

And passed by a vote of 3 to 0

*Matt Beaton*

The attached vouchers have been approved by Auditor or Deputy

*Julie Jordan*  
Vouchers Audited By: Julie Jordan



# FRANKLIN COUNTY AUDITOR

*Matt Beaton, Auditor*

January 15, 2014

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

Action: As of this date, January 15, 2014 *Pat M*,  
move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>Salary Clearing Payroll:</b>		
Payroll	59902-59974	171,657.76
Direct Deposit		355,140.07
		<u>526,797.83</u>
Benefits	59975-59980	92,676.22
	<b>Total</b>	<b><u>\$619,474.05</u></b>
<b>Emergency Mgmt Payroll:</b>		
Payroll	92514-92519	\$2,549.71
Direct Deposit		7,167.29
		<u>9,717.00</u>
Benefits	92520-92523	1,639.21
	<b>Total</b>	<b><u>\$11,356.21</u></b>
<b>Irrigation Payroll:</b>		
Payroll	92501-92509	\$5,128.09
Direct Deposit		5,257.43
		<u>10,385.52</u>
Benefits	92510-92513	2,023.69
	<b>Total</b>	<b><u>\$12,409.21</u></b>
<b>Grand Total All Payrolls</b>		<b><u>\$643,239.47</u></b>

In the total amount of **\$643,239.47** (\$619,474.05+\$11,356.21+\$12,409.21)

The motion was seconded by *Brenda Pich* and passed by a vote of 3 to 0.

The attached payroll has been approved by Auditor or Deputy

Prepared by *Justin Pich*





# FRANKLIN COUNTY AUDITOR

*Matt Beaton, Auditor*

January 15, 2014

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

Action: As of this date, January 15, 2014,  move that the following warrants be approved for payment.

<u>FUND</u>	<u>WARRANT</u>	<u>AMOUNT</u>
<b>County Road</b>		
Payroll	92709-92728	22,996.02
Direct Deposit		38,797.12
		<u>61,793.14</u>
Benefits	92729-92738	34,067.26
	<b>Total</b>	<b><u>\$95,860.40</u></b>
<b>Motor Vehicle</b>		
Payroll	92682-92698	\$5,421.60
Direct Deposit		5,809.95
		<u>\$11,231.55</u>
Benefits	92699-92708	6,483.37
	<b>Total</b>	<b><u>\$17,714.92</u></b>
 <b>Grand Total All Payrolls</b>		 <b><u>\$113,575.32</u></b>

In the total amount of **\$113,575.32** (\$95,860.40 + \$17,714.92)

The motion was seconded by *Bruce Park* and passed by a vote of 3 to 0.

*John A. Bushman*  
The attached payroll has been approved by Auditor or Deputy

*Kristen Fehrer*  
Payroll Prepared By

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 15, 2014

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The Honorable Boards of Benton and Franklin County Commissioners met on the above date at the Benton-Franklin Health District meeting room, Kennewick, Washington. Present for the meeting representing Franklin County were Robert E. Koch, Chairman; Brad Peck, Chair Pro Tem; and Rick Miller, Member. Present for the meeting representing Benton County were: James R. Beaver, Chairman; Jerome Delvin, Chair Pro Tem; and Shon Small, Member.

Meeting convened at 3:00 pm. At least 23 people were present in the audience including staff members from both counties and other interested parties.

#### **HUMAN SERVICES (HS)**

HS Administrator Ed Thornbrugh met with the Boards.

Agenda items:

#### **General discussion on Human Services Operations and Governance**

#### **Crisis Response Unit Leasing Options Discussion, Direction and Possible Decision**

At the end of the meeting, the two Boards agreed to meet jointly on a monthly basis to try to make bi-county operations stronger. Some discussion topics that led up to that decision are noted below.

That statement was made that the first listed purpose of the bi-county meeting was because a question had been raised: How should we approach problems, particularly when there is a difference of opinion between the two boards?

Mr. Thornbrugh said one example is regarding the leasing options for the Crisis Response Unit. The process started in September and has not yet been resolved. Another example is handling labor negotiations. There is no agreement that governs how bi-county Human Services should be run if there is disagreement between the two counties. The process is that a bi-county meeting will be called but the delays the process causes are substantial.

Discussion included:

- The need to give better, more specific, concrete guidance on what the Commissioners want.

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 15, 2014

- Noting that we are two separate boards representing two separate sets of interests in two counties and we are not always going to agree.
- A question of what kind of language would be incorporated in a Memorandum of Understanding that would prevent two counties from having competing interests.
- Finding out what bi-county Human Services Departments have done that is successful, such as Chelan-Douglas and Thurston-Mason Counties.
- Idea to consider putting all employees of a bi-county agency as employees of that county rather than being bi-county employees.
- Creating a strong MOU about how joint agencies operate and how decisions are made that can be used by staff to give certainty about their responsibilities and duties. Some factors that would need to be considered are:
  - who would facilitate union negotiations
  - which county would be used
  - what would the pros and cons be
  - who would pay
  - how costs would be shared. Would it be the traditional 30/70 split or something different? Would it be based on service? Would it be different for the Juvenile Justice Center compared to Human Services?
- At some point in time the programs were put into a combined format so presumably somebody saw merit in that. It's clear there are some economies involved in running one system rather than two independent ones. A client agency not being the operator doesn't have as much fiscal control and therefore doesn't have control over their costs, which was the primary purpose for combining departments in the first place. Cost controls would have to be a key element.
- Physical condition of Juvenile Justice Center, particularly administration.
- Superior Court needs.
- Considering creating MOUs or revamping how agencies are functioning.
- Asking Human Services Administrator Ed Thornbrugh and Juvenile Justice Center Director Darryl Banks to provide input.

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 15, 2014

- assess and evaluate and see what we need to do to make things run more smoothly.

Mr. Thornbrugh noted that one aspect of the HS Department is most of the funds we're using to purchase services and care are pass-through funds, not directly linked to Current Expense or special fund budgets. The Commissioners do have a responsibility to see that the people using the services are served appropriately. It is a subtle difference compared to the courts or the Juvenile Justice Center.

Mr. Peck asked if there is a legal option for a third party, an independent nonprofit entity that receives funding directly from the state, to operate the program in which both counties could be participants. Mr. Thornbrugh said it is not realistic for the Human Services work and explained further.

Mr. Thornbrugh responded to a question about how duplicate monitoring has been eliminated.

The Human Services Department provides administrative oversight for services performed by contracted providers, provides crisis services out of its office, makes decisions and sets policy for contracted clinics and programs, and provides oversight for use of housing funds by both counties. The state provides the money for most of the services. The two counties have significant variations in their policies on use of housing funds.

In response to a question, Mr. Thornbrugh briefly explained some of the problems in working with two different boards related to personnel management. Employees are hired through Benton County and work under Benton County's personnel policies but the wages and benefits are determined on a bi-county basis so there has been some disparity that can become a problem for recruitment and retention of staff over time. He explained the need to recruit and retain crucial staff who have the needed job abilities, skills and experience so we don't create risk for the counties.

For the many, many contracts that are monitored by Human Services, all of the banking involving Federal, state and local funds is done through Benton County, so Benton County is carrying a risk if there is a state auditor finding.

Board members from both counties expressed the opinion that the functions should remain as joint bi-county operations.

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 15, 2014

Mr. Thornbrugh was asked to write specific things that the bi-county operation by its nature contributes to making his job difficult and if he has some ideas to also provide proposals on how to mitigate or eliminate those obstacles.

Mr. Beaver said we want to make the organization stronger. Let's go through the process and see if we can find ways to make it work better.

Crisis Response Unit Leasing Options Discussion, Direction and Possible Decision

There was discussion about the proposed lease. The site selection criteria included: accessibility for clients, affordability, location of allied agencies that help provide home and community services, and transportation for clients and for mental health providers (CDMHPs) who have to be sent to other locations.

Mr. Thornbrugh answered some questions about the proposed lease that Mr. Peck had asked him prior to the meeting regarding total cost, options to terminate early, tenant improvement costs, equity in the property, and criteria used to select a site.

In response to Mr. Peck's question, Mr. Thornbrugh favors the property on Morain Street. He places a high value on having allied partners in the same location, primarily because of the risk in two populations: senior/disabled adults and people who have involvement with the Department of Corrections.

**Motion** – Mr. Peck moved move for approval as currently articulated in the draft before us. Second by Mr. Koch. 3:0 vote in favor.

**Motion** – Mr. Small moved for approval of the Crisis Response Unit agreement for property at 500 North Morain Street, Kennewick Washington, as presented. Second by Mr. Delvin. 3:0 vote in favor.

Bi-County Meeting Schedule

The two Boards agreed to meet jointly on a monthly basis to try to make bi-county operations stronger.

**Benton County adjourned at 4:09 pm.**

**Franklin County adjourned at 4:09 pm.**

COMMISSIONERS RECORD 52  
FRANKLIN COUNTY  
Commissioners' Proceedings for January 15, 2014

There being no further business, the Franklin County Board of Commissioners meeting was adjourned until January 22, 2014.

BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON



\_\_\_\_\_  
Robert E. Koch, Chairman



\_\_\_\_\_  
Brad Peck, Chairman Pro Tem



\_\_\_\_\_  
Rick Miller, Member

Attest:

  
\_\_\_\_\_  
Clerk to the Board

Approved and signed January 29, 2014.