



AGENDA

Jefferson County Board of Commissioners

Regular Meeting – **Tuesday**, September 3, 2024 at 9:00 a.m.

This is a Hybrid meeting: Virtual and In-Person Attendance at
Jefferson County Courthouse – Commissioners’ Chambers
1820 Jefferson Street, Port Townsend, WA

Kate Dean, District 1 - Chair | Heidi Eisenhour, District 2 | Greg Brotherton, District 3

To view Agenda items, meeting materials and comments received, click here: www.co.jefferson.wa.us – Services – Laserfiche Web Portal (username and password is: public)– Board of Commissioners – BOCC Agenda Packets – 2024 Weekly Agenda Items – Month of the meeting – Day of the meeting

You can join this meeting by using the following methods:

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| <ul style="list-style-type: none">• Zoom Meeting: https://zoom.us/j/93777841705
This option will allow you to join the meeting live. You will need to enter an email address. If you wish to provide public comment, click on the hand icon at the bottom of the screen to “raise your hand.”
Participation will be up to the Chair and Clerk |
| <ul style="list-style-type: none">• Audio-only: Dial: 1-253-215-8782 and use Webinar ID: 937-7784-1705#
This option will allow you to listen to the meeting live. If you wish to provide public comment, press *9 to “raise your hand.” Participation will be up to the Chair and Clerk
Access for the hearing impaired can be accommodated using Washington Relay Service at 1-800-833-6384. If you need special accommodations, please contact our office 24 hours in advance. |
| <ul style="list-style-type: none">• In-person: You are welcome to join this meeting in-person. |

In the event of technical difficulties, at least one of the methods above will be accessible to the public. Please try all methods first before calling 360-385-9100 to report any issues.

Individuals may provide Public Comment using the following methods:

- Video: Refer to meeting instructions above
- Audio-only: Refer to meeting instructions above
- Email: You may submit comments/correspondence to us at: jeffbocc@co.jefferson.wa.us up through 11:59 p.m. the day before the meeting.

Public Comment Periods are dedicated to listening to the public. Each person may address the Board one time during these periods. To ensure equal opportunity for the public to comment, all comments shall be limited to 2 or 3 minutes per person, depending on the volume of public in attendance. Some Agenda items may have additional Public Comment Periods – these comment periods are for listening to comments specific to that Agenda item. The Chair may add additional Public Comment Periods throughout the meeting.

9:00 a.m. **CALL TO ORDER**
9:01 a.m. **PUBLIC COMMENT PERIOD – ALL TOPICS**

No set time **APPROVAL AND ADOPTION OF THE CONSENT AGENDA:**

(Items listed below have been distributed to the Commissioners in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda, at a specific time, at the request of any of the Commissioners.)

1. **AGREEMENT** re: Supply of Bituminous Surface Treatment; In the Amount of \$555,067; Public Works; Bruch & Bruch Construction Inc.
 
2. **AGREEMENT** re: Medical Reserve Corps to Support Local Activities; In the Amount of \$10,000; Emergency Management; National Association of City and County Health Officials
 
3. **AGREEMENT** re: Emergency Food Response; In the Amount of \$11,683.84; Auditor's Office; Washington State Department of Agriculture
 
4. **AGREEMENT** re: Permit Database Administration; In the Amount of \$15,000; DCD; Little River Enterprises
 
5. **AGREEMENT, Amendment No. 1** re: On-all Plan Review and Inspection Services; In the Amount of \$30,000; DCD; BHC Consultants LLC
 
6. **AGREEMENT, Amendment No. 1** re: Training and Consulting for Staff Supporting those with Developmental Disabilities; An additional amount of \$22,000 for a total of \$33,999.29; Public Health; Wise
 
7. **AGREEMENT, Amendment No. 2** re: Group Employment Services; Additional revenue of \$60,000 for a total of \$123,022.44; Public Health; Cascade Community Connections
 
8. **AGREEMENT, Amendment No. 2** re: Individual Supported Employment Services; A decrease of \$55,368.40 for a total of \$392,338.60; Public Health; Cascade Community Connections
 
9. **AGREEMENT, Amendment No. 2** re: Community Inclusion Services/Outcome Payments; An additional amount of \$10,754 for a total of \$296,230.45; Public Health; Cascade Community Connections
 
10. **AGREEMENT, Amendment No. 3** re: Individual Supported Employment Services; An additional amount of \$409,000 for a total of \$801,338.60; Public Health; Cascade Community Connections
 
11. **AGREEMENT, Amendment No. 3** re: Community Inclusion Services/Pre-Admission Screening and Resident Review (PASRR); An additional amount of \$238,476 for a total of \$534,706.45; Public Health; Cascade Community Connections
 
12. **AUTHORIZATION** re: Issuance of a Homeless Housing and Affordable Housing Request for Proposals (RFP) in an amount not to exceed \$1,400,000 for Fund 148 Affordable Housing, and \$165,000 for Fund 149 Homeless Housing
 

13. **AUTHORIZATION** re: Issuance of a Lodging Tax Fund Request for Proposals (RFP) in an amount not to exceed \$900,000



14. **APPROVAL** re: Jefferson County Electronic Funds Transfer (EFT) Policy



15. **APPROVAL OF MINUTES:** Special Meeting Minutes of August 29, 2024



REGULAR AGENDA:

- No set time **PROCLAMATION** re: September 2024 as Olympic Peninsula Eat Local Month



Heidi Eisenhour, Commissioner, District No. 2
Kellie Henwood, WSU Small Farms Program Coordinator

- No set time **UPDATE** re: Review Fire Danger Level and Burn Restrictions



Phil Cecere, Fire Marshal
Brian Tracer, Deputy Fire Marshal

- 9:45 a.m. **MONTHLY PUBLIC HEALTH AND EMERGENCY MANAGEMENT
UPDATE**

Dr. Allison Berry, Public Health Officer
Willie Bence, Emergency Management Director

- No set time **INTRODUCTIONS** re: New Olympic Community Action Programs (OlyCAP)
Executive Director

Greg Brotherton, Commissioner District No. 3
Holly Morgan, OlyCAP Executive Director

- No set time **RECESS**

- No set time **COMMISSIONERS BRIEFING SESSION**

- No set time **ADDITIONAL DISCUSSION ITEMS**

- Discussion and Potential Action re: Coordination Committee meeting schedule

ADJOURNMENT

COMMISSIONERS MEETING SCHEDULE
The Week of September 3, 2024

A snapshot of the meetings the Commissioners will be attending this week are notated below. If you would like to get more information on these meetings, please contact the Commissioners' Office at 360-385-9100 or send us an email at: jeffbocc@co.jefferson.wa.us

Monday, September 2, 2024

No BOCC Meeting – Holiday

Tuesday, September 3, 2024

9:00 a.m. BOCC Meeting – Board
9:00 a.m. Certification of August 6, 2024 Primary Election Recount - Greg
11:30 a.m. Greg's Zoom Meeting – Greg
3:00 p.m. Forest Service NOGA Cooperating Agency: Optional Hours with Kathleen – Heidi
6:00 p.m. Jefferson County Marine Resources Committee Monthly Meeting - Heidi

Wednesday, September 4, 2024

10:00 a.m. Community Wildfire Protection Plan – Heidi
12:30 p.m. 1/10th of 1% RFP Interviews – Heidi
2:30 p.m. Childcare Capacity / Family Support Meeting - Kate
4:00 p.m. Opioid Sub-Committee Meeting Part 3 – Heidi

Thursday, September 5, 2024

12:30 p.m. 1/10th of 1% RFP Interviews – Heidi
1:00 p.m. Jefferson County WA Strategic Plan Implementation Support Project Status - Heidi
1:30 p.m. AI Thinktank Meeting – Greg
2:00 p.m. Legislative Steering Committee Co-Chair Meeting - Kate
6:00 p.m. Candidate Forum Meeting – Heidi
6:30 p.m. Jefferson County Peninsula Trails Meeting – Kate

Friday, September 6, 2024

9:00 a.m. Olympic Region Clean Air Agency Board Preparation - Greg
10:00 a.m. Salish Behavioral Health Administrative Services Organization Advisory Board Meeting - Heidi
12:30 p.m. 1/10th of 1% RFP Interviews – Heidi
12:30 p.m. KPTZ Radio - Heidi

The County has various Boards and Committees that are subject to the Open Public Meetings Act (OPMA). Agendas for those meetings will be posted to the Jefferson County website calendar 24 hours prior to the start of the meeting. Agendas will contain information on how to provide public comment, meeting access, and meeting materials (if available).

For more information, go to: www.co.jefferson.wa.us and click on the Calendar tab.

COMMISSIONERS MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THIS AGENDA.

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request
