DRAFT

MINUTES

Regular Meeting – July 17, 2023, 9:00 a.m.

Jefferson County Courthouse – Commissioners' Chambers
1820 Jefferson Street, Port Townsend, WA (Hybrid)

CALL TO ORDER: Chair Greg Brotherton, Commissioner Kate Dean and Commissioner Heidi Eisenhour participated in the meeting. Chair Brotherton called the meeting to order at the appointed time.

PUBLIC COMMENT PERIOD: Chair Brotherton called for public comments, and one comment was received. The Commissioners addressed the comments.

APPROVAL AND ADOPTION OF THE CONSENT AGENDA: Commissioner Eisenhour moved to approve the Consent Agenda as presented. Commissioner Dean seconded the motion which carried by a unanimous vote.

1. **AGREEMENT** re: Training and Consulting Services to those with Intellectual /Developmental Disabilities; In the Amount of $15,000; Public Health; Wise
2. **AGREEMENT; Amendment No. 1** re: Community Development Block Grant (CDBG); Additional Amount of $108,000, for a total of $211,000; Auditor's Office; OlyCAP
3. **AGREEMENT; Amendment No. 2** re: Breast, Cervical and Colon Health Program; In the Amount of $1,000; Public Health; Public Health of Seattle and King County
4. **APPROVAL of MINUTES:** Regular Meeting Minutes of June 26, 2023, and July 3 and 10, 2023
5. **Payment of Jefferson County Vouchers/Warrants** Dated June 26, 2023 Totaling $374,047.01 and July 10, 2023 Totaling $1,279,717.94

COMMISSIONERS' BRIEFING SESSION: The Commissioners and County Administrator discussed recent meetings they attended, miscellaneous topics, and reviewed upcoming meetings.

HEARING re: 2023 Second Quarter Budget Appropriations/Extensions; Various County Departments: Finance Manager Judy Shepherd provided a presentation on the various requests from County departments. She reviewed the requests with County Administrator Mark McCauley and they answered questions posed by the Board

After the review of budgetary requests, Chair Brotherton opened the hearing to allow for public testimony. The following individual provided testimony: Tom Thiersch, Jefferson County. Hearing no further testimony, Chair Brotherton closed the public hearing.

The Commissioners responded to the testimony which was in regards to WSU Extensions' request to purchase a gas-powered vehicle. The Commissioners discussed the cost of an electric truck versus a gas-powered truck and raising the amount of WSU Extension's request from $31,000 to $50,000 to allow them to purchase an electric vehicle.

After deliberations, Commissioner Eisenhour moved to approve **RESOLUTION NO. 29-23** re: 2023 Second Quarter Budget Appropriations/Extensions; Various County Departments, as proposed, except for the one item discussed, which is Fund 109, and increasing the amount for Noxious Weeds - for their new vehicle line - from $31,000 to $50,000. Commissioner Dean seconded the motion which carried by a unanimous vote.

The meeting recessed at 10:26 a.m. and reconvened at 10:31 a.m. with all three commissioners present.

EXECUTIVE SESSION: An Executive Session was scheduled from 10:30 a.m. to 11:00 a.m. Chair Brotherton announced that the Executive Session will be held from 10:32 a.m. to 11:02 a.m. regarding Attorney-Client Privilege, Potential Litigation under exemption RCW 42.30.110(1)(i) as outlined in the Open Public Meetings Act. Staff present: County Administrator, Chief Civil Deputy Prosecuting Attorney, and Human Resources Director. The Board resumed the regular meeting at 11:03 a.m. Chair Brotherton announced that the Board will be extending the Executive Session from 11:04 a.m. to 11:19 a.m. The Board concluded the Executive Session and resumed the regular meeting at 11:21 a.m. There was no proposed action, and therefore no public comment taken on this topic.

DISCUSSION re: Establishing Objectives and Procedures for the 2024-2025 County Budget: County Administrator Mark McCauley explained that salaries make up a majority of the County budget. He reviewed highlights of the proposed resolution.

After discussion, Commissioner Eisenhour moved to approve **RESOLUTION NO. 30-23** re: Establishing Objectives and Procedures for the 2023-2025 County Budget. Due to Commissioner Dean experiencing intermittent technical difficulties, Chair Brotherton seconded the motion which carried by a unanimous vote.

DISCUSSION re: County Distribution Percentages and Payment Method for Secure Rural Schools (SRS) Monies: County Administrator Mark McCauley and Treasurer Stacie Prada briefed the Board on the SRS funds and the options the Board has in moving forward. They recommended maintaining the County's current SRS distribution percentages, select the Full SRS Payment Method, and authorize the County Administrator to complete the "Election to Receive Payment and Allocate the State Payment Form," confirming their choices. Treasurer Prada stated that the preferred payment method would be the Full SRS Payment Amount versus the 7-year Rolling Average Amount. They answered questions posed by the Board.

The Commissioners discussed changing the percentages for Titles I, II and III. Assessor Jeff Chapman joined the meeting to urge the Commissioners to keep the percentages the same as the previous year.

Chair Brotherton opened the floor to allow for public comments, and one comment was received. The Board continued discussions and reviewed a chart of previous years' allocations.

After discussion, Commissioner Eisenhour moved to continue with the allocation percentages for Secure Rural Schools, which the County last confirmed in 2022, which is 85% to Title I, 13% to Title II, and 2% to Title III, and that the County also elect to take the actual amount received each year versus the 7-year rolling average, and further authorize the County Treasurer to sign the report – which is due to the state by July 20, 2023. Commissioner Dean seconded the motion which carried by a unanimous vote.

The meeting was recessed at 11:59 a.m. and reconvened at 1:31 p.m. with all three Commissioners present.

DISCUSSION re: Regional Organization for Recompete Grant Application: Clallam County Commissioners Mark Ozias (Chair), Randy Johnson, and Mike French were present for discussion along with Clallam County staff members, Jefferson Economic Development Council (EDC) Team Jefferson Executive Director Cindy Brooks, Clallam EDC Executive Director Colleen McAleer, and North Olympic Development Council (NODC) Executive Director Karen Affeld. Various staff members from each agency were also in attendance and participated in discussion.

Commissioner Dean provided an introduction and explained the purpose of the meeting. As part of the Chips and Science Act, Congress approved a new grant program, called Recompete, to fund rural and economically distressed communities to plan for and implement programs that will increase participation in the workforce by prime-age employees, aged 25-54.

Clallam and Jefferson County EDC Directors provided a presentation on their proposal for a Natural Resources Innovations Center, which they believe has some overlapping goals in common that would benefit workforce housing.

After further discussion, both the Jefferson and Clallam County Commissioners agreed to form a Regional Recompete Task Force which will consist of one Commissioner from each Board, Tribal partner(s), Jefferson and Clallam EDC members, and the North Olympic Development Council.

Commissioner Dean asked NODC Director Affeld if they would convene the first meeting of the task force, and she agreed.

ADDITIONAL BUSINESS: Appointing a Commissioner to the newly forming Regional Recompete Task Force re: Recompete Grant: Commissioner Dean moved to appoint Commissioner Brotherton to the Regional Recompete Task Force. Commissioner Eisenhour seconded the motion. Chair Brotherton called for public comment, and one comment was received. Chair Brotherton called for a vote on the motion. The motion carried by a unanimous vote.

NOTICE OF ADJOURNMENT: Chair Brotherton adjourned the meeting at 4:37 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member

DRAFT

MINUTES

Special Meeting – July 11, 2023, 3:00 p.m.
Jefferson County Board of County Commissioners and Behavioral Health Advisory Committee (BHAC)

Jefferson County Courthouse – Commissioners' Chambers
1820 Jefferson Street, Port Townsend, WA (Hybrid)

CALL TO ORDER: Chair Greg Brotherton, and Commissioner Heidi Eisenhour participated in the meeting. As Commissioner Eisenhour is the Chair of the Behavioral Health Advisory Committee (BHAC), and Commissioner Brotherton wished to speak at the BHAC meeting, this Special Meeting was scheduled. Chair Brotherton called the Commissioners' meeting to order at the appointed time.

PUBLIC COMMENT PERIOD: No comments were received.

DISCUSSION AND NEXT STEPS re: Opioid Funds Settlement: The Commissioners and BHAC members present discussed the following:

- Overview/Reminder what can the Opioid Settlement Funds be spent on?
- Will the County or the Salish BH-ASO administer these funds?
- What is the schedule for the distribution of funds to our County?
- How much funding will be coming to our County?
- How and when the funding will be disbursed locally?
- What's the Board's process for allocating the funding and will public be able to provide input?

Commissioner Brotherton voiced his desire for the first settlement to go to the Behavior Health Consortium. After discussion, it was agreed that this topic would be discussed again during a Board of County Commissioners' meeting on August 7, 2023.

NOTICE OF ADJOURNMENT: Chair Brotherton adjourned the meeting at 3:49 p.m. until the next regular meeting or special meeting as properly noticed.

JEFFERSON COUNTY
BOARD OF COMMISSIONERS

SEAL:

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway, CMC
Clerk of the Board

Heidi Eisenhour, Member