



AGENDA

Jefferson County Board of Commissioners

Regular Meeting Monday – November 6, 2023 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 | Heidi Eisenhour, District 2 | Greg Brotherton, District 3 – Chair

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 County Commissioners – BOCC Agenda Packets – 2023 Weekly Agenda Items – Month of the meeting – Day of the meeting

You can join this meeting by using the following methods:

• 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
• 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.
• Website: www.co.jefferson.wa.us Follow the links under “Quick links,” “Videos of Meetings,” and click on “Today.” This option will allow you to watch the meeting live-streaming, with no participation.
• 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

[09:12:19 AM \(00:12:55\)](#) public comment

[09:14:25 AM \(00:15:01\)](#) Commissioners respond

[09:22:10 AM \(00:22:47\)](#) public response to Commissioners

[09:24:54 AM \(00:25:30\)](#) Commissioners respond

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. **MEMORANDUM OF UNDERSTANDING (MOU)** between Jefferson County and Teamsters Local Union No. 589 – Sheriff’s Office Commissioned Deputies – **pull and review in the afternoon.**
 
2. **COMMITMENT LETTER** re: Climate Planning Grant Application; Department of Community Development
 
3. **AGREEMENT** re: VoteWA Data Sharing; No cost; Auditor’s Office; Washington State Office of the Secretary of State – Elections Division
 
4. **AGREEMENT** re: Services to Digitally Scan Fee and Cash Books; No cost; Auditor’s Office; Aegis Land Title Group LLC
 
5. **AGREEMENT** re: Group Employment Services; In the Amount of \$58,000; Public Health; Cascade Community Connections
 
6. **AGREEMENT** re: Community Inclusion Services; In the Amount of \$173,286; Public Health Cascade Community Connections
 
7. **AGREEMENT, Amendment No. 1** re: Partnering for Vaccine Equity; Additional Amount of \$25,000 for a total of \$175,000; Public Health; National Association for City and County Health Officials
 
8. **INTERLOCAL AGREEMENT, Amendment No. 5** re: School Based Mental Health Services; In the Amount of \$73,438; Public Health; Jefferson Healthcare Hospital
 
9. **Superior Court Jury Fees** Dated November 6, 2023 Totaling \$2,793.45
 
10. **Payment of Jefferson County Vouchers/Warrants** Dated October 23, 2023 Totaling \$476,829.54



[09:05:31 AM \(00:06:07\)](#) public comment

[09:09:22 AM \(00:09:58\)](#) public comment

[09:32:03 AM \(00:32:40\)](#) motion KD moved to approve consent agenda minus No. 1. HE seconded. So moved. Listen to recording for full verbiage.

REGULAR AGENDA:

No set time [PROCLAMATION](#) re: Proclaiming November as Family Caregiver Month



Apple Martine, Public Health Director

Anna McEnery, Developmental Disability & Behavioral Health Coordinator

[00:36:01](#) Motion KD moved. HE seconded. So moved. Listen to recording for full verbiage.

[00:36:22](#) AM addressed the Board

[09:38:52 AM \(00:39:28\)](#) Anna McEnry addressed the Board

9:45 a.m.

[MONTHLY PUBLIC HEALTH AND EMERGENCY MANAGEMENT UPDATE](#)

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

[09:46:17 AM \(00:46:53\)](#) Dr. Berry shared non violence and updates on covid – 19 down trend locally and nationally Hospitalizations still consistent with non updated vaccine. 2 deaths since last week. total 43 deaths in Jefferson. Clallam is also coming down 179 deaths in Clallam. RSV uptick locally and nationally. Shortages in RSV vaccine. Influenza minimal in wa but in the South uptick, starts in south and makes it way and arrive in about a month. Masking significantly protect.

[09:51:55 AM \(00:52:32\)](#) questions from Commissioners. No specific treatment for RSV- no need to test for this

[09:56:08 AM \(00:56:44\)](#) questions from Commissioners.

[09:59:00 AM \(00:59:36\)](#) questions from Commissioners. Test expiration dates.

[10:02:52 AM \(01:03:29\)](#) updates on vaccine

[10:04:13 AM \(01:04:49\)](#) listener questions.

[10:09:41 AM \(01:10:18\)](#) WB updates the Commissioners. Shakedown 100 attendees. Shakeout with emergency group. Practiced Tsunami sirens. (Ahab). All Hazardous Alert Broadcast. Nixell/KTPZ/Emergency Broadcast. Sirens are specific for Tsunami for people out of contact to other systems.

No set time [PROCLAMATION](#) re: Proclaiming the Week of November 6, 2023 as Operation Greenlight



[10:18:24 AM \(01:19:00\)](#) KD moved. HE seconded. So moved. Listen to recording for verbiage.

[10:21:09 AM \(01:21:45\)](#) recess until 1031 .a.m.

[10:33:41 AM \(01:24:22\)](#) 10:31 a.m. back in session with all 3 Commissioners.

[10:34:09 AM \(01:24:51\)](#) Item 1 pulled earlier is now approved. HE moved to approve **MEMORANDUM OF UNDERSTANDING (MOU)** between Jefferson County and Teamsters Local Union No. 589 – Sheriff’s Office Commissioned Deputies. KD seconded. So moved.

[10:35:45 AM \(01:26:26\)](#) **COMMISSIONERS BRIEFING SESSION**

HE briefs.

[10:44:09 AM \(01:34:51\)](#)

No set time

BRIEFING re: Dabob Bay Trust Land Transfer and Intertrust Exchange



Heidi Eisenhour, Commissioner District No. 2
Bob Winslow, DNR Trust Land Transfer Coordinator
Malloree Weinheimer, Owner Chickadee Forestry

[10:44:57 AM \(01:35:39\)](#) Bob Winslow in person

Malloree Weinheimer virtually

[10:46:14 AM \(01:36:56\)](#) Bob Winslow, DNR Trust Land Transfer Coordinator shares power point.

[11:19:19 AM \(02:10:01\)](#) questions from the Board

[11:23:40 AM \(02:14:22\)](#) GB opens the floor for public comment. two received.

[11:31:14 AM \(02:21:55\)](#) Commissioners will draft letter of support

KD moved for trusland transfer and. GB seconded. So moved. Listen to recording for full verbiage.

No set time

COMMISSIONERS BRIEFING SESSION – CONTINUED.

KD briefs

[11:51:52 AM \(02:42:33\)](#) GB briefs

[11:56:50 AM \(02:47:32\)](#) MM briefs

[12:02:16 PM \(02:52:57\)](#) Calendaring

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

RECESS at 12:31 p.m.

AFTERNOON SESSION

[01:30:59 PM \(02:54:15\)](#) 1:31 p.m. back in session with all three Commissioners.

1:30 p.m. **DISCUSSION** re: UGA Land Exchange



Brent Butler, DCD Chief Strategy Officer

[01:32:28 PM \(02:55:44\)](#) BB shares presentation. Land Exchange Standards; the same area, no critical areas exceeding threshold and other. Timelines; Comp Plan Cycle (annual), Periodic Update and other, Process; county Identify parcels and city identify swap area. This is for; Emergency shelter and Caswell Brown. 5593 fund

[01:48:51 PM \(03:12:07\)](#) questions from the Board. Barbara Ehlichman DPA advised the Board from legal stand point.

[01:51:36 PM \(03:14:52\)](#) GB opens the f

Motion in the matter of a resolution.....rcw 36.70a.130 during the review of...Listen to recording for full verbiage.

[01:52:22 PM \(03:15:38\)](#) opened for public comment. One received.

[01:53:12 PM \(03:16:28\)](#) pc closed and motion moved.

No set time **DISCUSSION** and **POTENTIAL ACTION** re: Short Term Rentals



Brent Butler, DCD Chief Strategy Officer

[01:55:51 PM \(03:19:07\)](#) Brent Butler shares presentation on Short Term Rentals and Policy and Procedures. Director of Community Development, Josh Peters attended virtually.

Statement of Issues; permits without structures, permits with structures, and other issues; taxes.

Short term rentals definitions and applicability; transient accommodations, hip camp glamping, Airbnb, vrbo hospitality accommodations, home sharing, flipkey and homeaway.

[02:14:41 PM \(03:37:57\)](#) Treasurer, Stacie Prada clarifies how the financials get reported.

[02:21:46 PM \(03:45:02\)](#) Pathways; select from San Juan approach – use geography for CAPS

Select from Chelan County Approach – residency and CAPS

Clallam County – basic primitive campgrounds.

[02:24:46 PM \(03:48:02\)](#) questions from the Board

[02:32:15 PM \(03:55:31\)](#) the Board look forward to advancing this forward.

[02:34:04 PM \(03:57:20\)](#) action taken was allowing this to move forward. and include Planning Commission.

No set time

[DISCUSSION](#) re: Coordinated Water System Plan



Brent Butler, DCD Chief Strategy Officer

[02:36:41 PM \(03:59:58\)](#) DCD Chief Strategy Officer, Brent Butler and Ben

Share on designation on critical water source. Service areas and water resource. And took questions from the BoCC.

[02:51:51 PM \(04:15:07\)](#) working on a Water committee. WOC and work this in with the Comp Plan.

No set time

[WORKSHOP](#) re: Legislative Priorities



Kate Dean, Commissioner District No. 1
Mark McCauley, County Administrator

[03:00:12 PM \(04:23:28\)](#) KD NOLA re the value, NOLA fees going up, WSAC fees going up

Loosing Sather.

What are our Legislative priorities? Pool, sewer, infrastructure in Brinnon, Housing, Lammers,

[03:20:07 PM \(04:43:23\)](#) MM on RFP list of priorities. Strategies 360 and NOLA and WSAC.

Capital projects

Housing

Land use

Operations

Financial sustainability

Discuss; Legislative priorities next week.

3:30 p.m. – 4:30 p.m. [EXECUTIVE SESSION](#) to Review the Performance of a Public Employee. No discussion of Salaries, Wages, and Other Conditions of Employment to be Generally Applied within the County; and, No Final Action on the Hiring, Setting the Salary of an Individual Employee or Class of Employees, or Discharging or Disciplining an Employee; Exemption as Outlined in the Open Public Meetings Act, RCW 42.30.110(1)(g). Staff: Human Resources Director
Announced at 3:30 til 4:30 p.m.

4:30 no action, no public comment

**DISCUSSION, POTENTIAL ACTION with PUBLIC COMMENT re:
TOPIC OF THE EXECUTIVE SESSION**

ADDITIONAL DISCUSSION ITEMS

[NOTICE OF ADJOURNMENT](#) at 4:31

COMMISSIONERS MEETING SCHEDULE

The Week of November 6, 2023

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, November 6, 2023

9:00 a.m. BOCC Meeting - Hybrid (Board)
12:00 p.m. BOCC Special Meeting - WSAC Virtual Assembly (Board)

Tuesday, November 7, 2023

10:00 a.m. Microsoft Teams Meeting – Virtual (Heidi)
11:00 a.m. Jefferson County Fair Board Meeting (Heidi)
11:00 a.m. Maritime Washington Advisory Board Meeting – Virtual (Kate)
2:30 p.m. Jefferson Transit Authority Board Meeting – Hybrid (Board)
4:30 p.m. Recreation and Conservation Grant for Quilcene Skatepark - Virtual (Greg)
6:00 p.m. Marine Resource Committee (MRC) Meeting – Virtual (Heidi)

Wednesday, November 8, 2023

9:00 a.m. State of Washington Department of Natural Resource Meeting – Virtual (Heidi)
11:00 a.m. State Board of Health (Kate)
1:00 p.m. Carbon Friendly Forest Conference – Virtual (Heidi)
6:30 p.m. Chimacum Grange Meeting – Chimacum Grange (Heidi)

Thursday, November 9, 2023

9:00 a.m. Chimacum PTA Volunteer Fair – Chimacum School (Heidi)
3:00 p.m. Jefferson County Behavioral Health Consortium Meeting – Virtual (Greg)
3:30 p.m. Federal Issues and Relations Committee Meeting – Virtual (Heidi)
6:30 p.m. Jefferson County Fair Board Meeting – Fairgrounds (Kate)

Friday, November 10, 2023

Veteran's Day – County offices will be closed

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. The 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 – Services – Laserfiche Web Portal – Board of Commissioners – Boards & Committees or click on the Calendar tab on the home page of the website.

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

Americans with Disabilities Act (ADA) Accommodations Provided Upon Request
