



BOARD OF YAKIMA COUNTY COMMISSIONERS

Regular Meeting
Work Session

Friday, August 12, 2022, at 9:00 am

BOCC Conference Room, Room 232, 128 N 2nd Street, Yakima, WA 98901 or Zoom

8/12/2022 - Minutes

1. CALL TO ORDER

Meeting Called to Order at 9:00 a.m.

PRESENT: Chair Amanda McKinney, Commissioner LaDon Linde, Commissioner Ron Anderson, Legal Counsel Don Anderson, Clerk of the Board Julie Lawrence, Deputy Clerk of the Board Erin Franklin, Technology Services Director Dale Panattoni, Facilities Director Brian Griff, Financial Services Director Craig Warner, Human Resources Director Jacqui Lindsay, Treasurer Ilene Thomson, and guests.

2. PUBLIC COMMENT

No public comment.

3. TECHNOLOGY SERVICES UPDATE (30 Minutes)

Dale Panattoni reported that he has been reviewing Interlocal Agreements (ILA's) with various cities within Yakima County and has realized that Technology Services may not be charging a high enough rate for services; these may need to be adjusted for the future. Dale also reported that he has implemented a new monthly rotating schedule for Information Technology Manager On-Call (IT-MOC). If a problem occurs after-hours or extends after-hours, that manager will be responsible for informing and communicating with the necessary parties so that the appropriate employee(s) can focus on fixing the problem without distraction.

In response to Commissioner Linde's question, Dale added that there have only been three of these types of problems in the last six months, mostly involving power outages.

Dale went on to inform the Board that TS has hired two new employees. There are three more open positions that have not been posted and do not appear to be necessary at this point in time. TS has also signed a contract with Microsoft for trial licenses for multi-factor authentication (MFA). TS employees will make up the initial pilot group, before expanding it to other employees. The target timeframe had been this summer, but Dale said his team is on track to meet the hard deadline in October, when they will need to renew the cyber security insurance with proof of MFA.

Finally, Dale discussed the issue of the aerial fiber line by the 18th Street data center. County Roads and Facilities have had concerns about it getting snagged by a County vehicle and would like it buried underground, which would cost about \$34,000. On a related note, Dale asked how soon, if approved, the project moving the Sheriff's Office to the YCCC building might begin. Because it is such a critical department, it would need to be connected to the Protected Ring Network. The cost to connect it would be about \$49,000 if done at the same time as the fiber line, bringing the total to \$83,000; however, the total cost of the two projects would increase to \$125,000 if done separately, because some of the work on the fiber line would have to be undone in order to connect the Protected Ring Network. The commissioners noted that the YCCC project has not been approved, but that the cost of connecting the network would be

covered by the project financing. Brian Griff noted that the project probably wouldn't begin until late 2023 or 2024, if approved. In response to questions from Commissioners Linde and Anderson, Dale responded that burying the fiber line is really the only viable option, and that although it is not necessarily an imminent threat, it is still a concern. The Board asked Julie Lawrence to reach out to County Engineer Matt Pietrusiewicz to share his perspective at a future work session. Commissioner McKinney added that in the meantime, encouraging employees to take preventative measures and use "best practices" to avoid the fiber line should be a priority.

4. FACILITIES SERVICES (45 Minutes)

Brian Griff reported that the Jail Sidewalk Repair project is complete. The trees along 1st Street have been preserved, and the safety hazard has been eliminated. He added that both the Commissioners' Office and Financial Services Security Upgrade projects have finished, with security windows and badged entry. Brian went on to share that the Juvenile Justice Center Roof Replacement project will start on Monday, August 15, 2022, and the Jail Annex Roof Replacement will start in early September 2022. The Jail Center Section Roof Replacement will be finished sometime this year, dependent on Leslie & Campbell's schedule. The Juvenile Justice Security Camera Replacement project is underway; Facilities has also ordered replacement boilers for the Juvenile Justice Center and is waiting for them to arrive. The Public Services/County Roads Remodel is approaching a final approved floor plan with BORA, after which they will get into design documents and then go out to bid.

Brian noted that the Courthouse has experienced several power issues recently, and this can cause damage to systems that require replacement parts that might be backordered or hard to find (such as Elevator 2). The original emergency generator for the courthouse, purchased in 1999, is currently down at County Roads because it took up so much room. It would cost \$200,000 to buy a new, smaller generator, not including electrical; alternatively, Facilities could do some work on the old generator to make it more usable. Commissioner McKinney asked Brian to look into the possibility of making the old generator more portable, and find out how quickly it could be moved and hooked up to the Courthouse in an emergency.

Brian updated the Board on the Courthouse Historic Grant Application. New, energy-efficient metal windows matching the historic nature of the 1940's section of the courthouse have been identified. He noted that the County can show funding spent on other remodeling projects as a match for the grant funding, such as updating the boilers.

On the topic of the YCCC Sheriff's Office Remodel, HOK has reported that their initial research has been going well. They will want to set up a work session with the commissioners and Sheriff Udell in the next couple weeks and develop a strategy for who to pair up with the Sheriff's Office. In September, HOK could come up to conduct interviews with department heads and elected officials and meet with the commissioners again. The study would likely be complete in the fall, and HOK could present their findings to the Board as soon as November 2022. If the Board voted to go ahead with the project, it could potentially be completed by fall 2024.

Brian shared that the study for the State Fair Park capital projects will probably be complete in the next 90 days, and then they will have a better idea of cost. He also shared a chart detailing revenue and remaining expenses and asked how the Board would like him to use any remaining funds. He noted that one possibility would be to make the SunDome more compliant with energy codes as outlined in House Bill 1257. Commissioner McKinney expressed a desire to focus on improvements that enhance the facility for greater public enjoyment over energy-efficiency compliance. Commissioner Linde concurred and noted that unfortunately the State's energy-efficiency mandates appear to be unfunded and place a greater financial burden on local municipalities. The Board agreed to focus on renovating the RV park as requested by the Fair Board, citing safety issues as a priority.

Brian concluded by giving the Board an overview of Facilities' budget and rental rates. He highlighted some anticipated projects and costs for 2023 and beyond for the Board's consideration. Commissioner Linde requested that more discussion take place with the Budget Elect Team (BET).

5. AGENDA ITEM REVIEW (30 Minutes)

Julie Lawrence reviewed for the Board all Agenda items submitted for Tuesday's Regular Agenda Meeting, and also gave a preview of the following week's Agenda items.

The commissioners had no changes for the August 16, 2022, Agenda.

Jacqui Lindsay provided greater detail on Resolution 211-2022 and Agreement 249-2022 from Human Resources.

Ilene Thomson explained the method for delinquent taxpayers to set up a payment plan, as outlined in Agreement 247-2022 from the Treasurer's Office.

The commissioners had no changes for the August 23, 2022, Agenda.

6. COMMISSIONER UPDATES/ GENERAL DISCUSSION

Julie Lawrence presented a request from Greater Faith Baptist Church to help celebrate their 116th anniversary in honor of Reverend Joe T. Denman. They asked if the commissioners would write a letter of support, and also attend the event and share a few words. Commissioner Anderson volunteered, as he has known Reverend Denman and Reverend Trimble for some years. (Commissioners Linde and McKinney also had scheduling conflicts for that date.) Commissioner Linde volunteered to draft the letter for approval at Monday's work session.

7. NEW BUSINESS

Commissioner Linde asked if Craig Warner could update the Board on the Internal Review Committee's progress on the initial eligibility assessment of ARPA applications. Craig reported that due to illness, pre-planned time off, current workload, and staffing issues, the Internal Review Committee has not finished their assessment. Craig suggested reaching out to a CPA firm for help, as other counties have. He also suggested bringing in a retired Financial Services employee who also worked for the State Auditor's Office and taught the federal grant requirements training for all the state auditors in Washington State; this person could potentially be contracted for this project. Craig noted that interest earnings from the ARPA money could be used to cover the cost for either of these options. The Board agreed that due to time constraints, Craig should explore both options and choose whichever proves to be the simplest and most expedient.

Commissioner McKinney expressed gratitude for all the fire departments and numerous volunteer firefighters that have been working diligently to quickly contain any fires in our area. Commissioners Linde and Anderson concurred.

Jacqui Lindsay returned with one last item. The Clerk's Office requested that a vacant B22 Office Coordinator position at Juvenile Court become a B24 Senior Program Representative. This would bring the position in line with Superior Court, which has an SPR position for the main office and an SPR for the courtroom. This change would cost about \$4,000 for the rest of the year, and would be covered by the department's budget for this year and beyond. The commissioners gave their approval.

8. ADJOURN

Commissioner Anderson MOTION: To Adjourn

Commissioner Linde SECOND

Motion Passes to Adjourn. Meeting Adjourned at 10:26 a.m.

APPROVED DATE
DATE/Minutes

DRAFT