

A G E N D A
WALLA WALLA COUNTY BOARD OF COMMISSIONERS
MONDAY, APRIL 23, 2018

(PLEASE NOTE SLIGHTLY EARLIER START TIME THIS DATE)

9:15

COUNTY COMMISSIONERS

Chairman Johnson

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. The Consent Agenda will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

- a) Roll call and establish a quorum
- b) Review warrant list

The county commissioners will take this time (at 9:15 a.m.) to review the list of warrants for approval under the consent agenda. This review time is open to the public. No other business will be transacted until the regular meeting start time of 9:30 a.m.

RECESS.

9:30

COUNTY COMMISSIONERS

- a) Declarations re: conflict of interest
- b) Pledge of Allegiance
- c) Public comment period (time limitations may be imposed)

PLEASE NOTE: *If you wish to address the Commission, please raise your hand to be recognized by the Chair. When you have been recognized, please step up to the microphone and give your name and address before your comments. The Walla Walla County Commissioners are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle. (An individual may request to address the board at a later time on the agenda, if time permits, by contacting the Clerk of the Board at least 24 hours prior to the meeting.) Thank you.*

- d) **Action Agenda Items:**
 - 1) Review submitted Employee Payroll Action Forms
- e) **Consent Agenda Items:**
 - 1) Resolution _____ - Minutes of County Commissioners' sessions of April 16 and 17, 2018
 - 2) Resolution _____ - Executing an Employment Agreement with Antonio (Tony) Garcia Morales
 - 3) County vouchers/warrants/electronic payments as follows: _____ through _____ totaling \$ _____
 - 4) Payroll action and other forms requiring Board of approval

COUNTY COMMISSIONERS (continued)

- f)** Miscellaneous business to come before the Board
- g)** Review reports and correspondence; hear committee and meeting reports
- h)** Review of constituent concerns/possible updates re: past concerns

9:45

TECHNOLOGY SERVICES DEPARTMENT

Kevin Gutierrez

- a) Department update and miscellaneous



WALLA WALLA COUNTY
Technology Services Department

Kevin G. Gutierrez
Technology Services Director

315 W. Main Street, Rm 101 - Walla Walla, Washington 99362

(509) 524-2590

kgutierrez@co.walla-walla.wa.us

File: GS50-06F-03

Retain: Until Obsolete or Superseded – PAV

April 23, 2018

To: Walla Walla County Board of Commissioners

Re: Department Update

Issues/Information for the Board.

- N/A

Components (Main infrastructure)

Hardware

- No issues

Software

- No issues

Security/Viruses

- No issues

Other Projects

- **Judges/Clerks Case Management and Document Management Systems**
 - Judge Wolframs is deployed
 - We ordered a new desk mount.
- **OnBase**
 - Search piece is now working
 - They are handing off the project to a migrator. I have asked for a conference call.
 - Meeting with Techline and Konica Minolta at ACCIS – will report out
- **Budget 2019 (time to start)**
 - Inventory
 - Review costs – 40-50 vendors
 - Budget
- **Website Redesign**
 - Migration nearly complete.
 - Have the new website out for review. Only 2 departments have not been contacted. They are either out of town or have not responded to voice mail
 - 10 out of 28 have responded.
- **Public Records Grant**
 - Waiting on response
 - 265 applications
- **County Logo -**
 - Assuming Connie will advise the board when she is done working with the archives.
- **Fair WiFi**
 - In progress.
 - May be able to turn it on this week.
- **Brought up a virtual server for NetMotion**

- Testing period ends on 4/25/18
- Shanda has not responded to my voice mails to get a handle on licenses and get funding identified.
- **My To Do List Or In Progress**
 - Fair WiFi
 - Should be ready to go this week
 - Purchasing
 - JJC
 - Health
 - Auditor
 - Website Refresh
 - Review Migration
 - Identify errors, changes, other needs or wants
 - Vendors
 - Department
 - Clerks System
 - Budget – almost time to launch (To do)
 - Surplus – should have a list of surplus items soon
 - Public Records
 - OnBase
 - Trying to get assurances and timelines
 - Techline
 - Konica Minolta
 - Legal searches
 - User and desktop support
 - Data Migration
 - Health Dept from legacy systems
- **Public Record Requests Last 2 Weeks**
 - 1= Requests received
 - 0 = Forwarded to departments
 - 1= Completed
 - 0= Pending Closure
 - 0 = Litigation hold
 - 0 = Pending 3rd party notice
 - 6 = Open/Being handled by the PRO

ACCIS- Day 1

PRA reporting metrics – next year legislature may reduce or remove the reporting mandates

ERIC JOHNSON – updated the counties on legislative items and issues around unfunded mandates.

CJIS-New rules are out. May involve some security upgrades for device authentication

HEALTH – of system managers and staff. Many agencies are reporting degradation of employee health in IT.

Definitions

JLARC=Joint Legislative Audit and Review Committee

ACCIS =Association of County, City Information Systems (managers)

API = Application Program Interface

CITRIX = A product used for remote access to our network

PAV=Potential Archival Value

CJIS = Criminal Justice System Information Systems

AOC=Administrative Office of the Courts

PRO=Public Records Officer

USB=Universal Serial Bus

DOL=Department of Licensing

NDA=Non-disclosure agreement

RFP=Request for Pricing/Proposal

GIS=Geographic Information Systems

EOL=End of Life

JCDA=Joint Community Development Agency

W7=Windows 7

W10=Windows 10

OS=Operating System

JAVS=(Jefferson Audio Video Systems) – Courtroom Recording System

AV=Audio/Visual

WiFi=Wireless network connectivity (Wireless Fidelity)

FTP = File Transfer Protocol (file transfer server)

CAD=Computer Aided Dispatch (hosted at the city)

CAT5=Category 5 Ethernet cable (for data and voice)

ADA=Americans with Disabilities Act

ECM=Enterprise Content Management

NWS=New World Systems

DOMAIN = A group of computers administered or managed with the same rules and policies and with a common IP range.

IP address = Internet protocol address. A unique string of numbers assigned to each computer to allow communications over network or domain.

EO = Elected Official

DH = Department Head

WAPRO – Washington Association of Public Records Officers

10:00

COUNTY CORRECTIONS DEPARTMENT

Norrie Gregoire

a) Action Agenda Items:

- 1) Proposal 2018 04-23 CORR
Approval to apply for National
Criminal History Improvement
Program (NCHIP) grant

b) Department update and miscellaneous

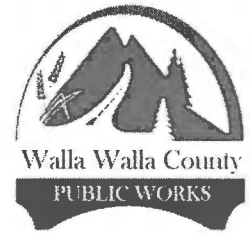
10:15

PUBLIC WORKS DEPARTMENT

Randy Glaeser

- a) Department update and miscellaneous

**Walla Walla County Public Works
PO Box 813
Walla Walla, WA 99362**



To: Board of County Commissioners

From: Randy Glaeser, Public Works Director

Date: 17 April 2018

Re: Director's Report for the Week of 16 April 2018

Board Action: 23 April 2018

Update Only

ENGINEERING:

- Blue Creek Bridge/Mill Creek FH: Scheduling FHWA ROW certification on 23/24 April. Will submit PS&E requesting construction funding on 18 April.
- Pflugrad Bridge: Out to ad.
- Mill Creek Road MP 1.1 to MP 3.96: Updating project funding estimate. Copeland offer (largest parcel) has been sent out.
- Mud Creek: Appraisal review in progress.
- Whitman Drive W.: ROW plan completed.
- Middle Waitsburg Road: Will survey this summer.
- Scenic Loop Road: Delayed survey to late 2018.
- Stormwater: Havstad and Prescott to be completed late summer.
- Miscellaneous: CRAB reviewed 5 possible projects for funding. CRAB will provide a visual rating results to help determine the most competitive project.

MAINTENANCE/FLEET MANAGEMENT:

- South crews preparing for chip seal activities.
- North crews blading.
- Vegetation/Signs spraying as weather allows.
- Garage working on routine maintenance.

ADMINISTRATION:

- David Eids retired April 20th.
- Conducted Labor Management meeting.
- Attended TAC meeting.

10:30

JOINT FINANCIAL UPDATE

**Karen Martin and
Gordon Heimbigner**

- a) 2018 Budget update

- a) Department update and miscellaneous
- b) **Active Agenda Items:**
 - 1) Possible discussion/decision re: any pending claims against the County
- c) Possible executive session re: personnel (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(a)(b)), and/or litigation or pending or potential litigation (pursuant to RCW 42.30.110(i))

11:00

PROSECUTING ATTORNEY

Jim Nagle/Jesse Nolte

- a) Miscellaneous business for the Board
- b) Possible executive session re:
litigation or pending or potential
litigation (pursuant to RCW 42.30.110(i))

11:15

COUNTY COMMISSIONERS

- a) Miscellaneous or unfinished business
to come before the Board

12:00

RECESS

1:30

COUNTY COMMISSIONERS

- a) Miscellaneous or unfinished business
to come before the Board

- A D J O U R N -

Walla Walla County is ADA compliant. Please contact TTY: (800) 833-6384 or 7-1-1 or the Commissioners' Office at 509/524-2505 three (3) days in advance if you need any language, hearing, or physical accommodation.

Please note that the agenda is tentative only. The Board may add, delete, or postpone items and may take action on an item not on the agenda.