

# A G E N D A

## WALLA WALLA COUNTY BOARD OF COMMISSIONERS

MONDAY, MAY 21, 2018

9:30

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) Declarations re: conflict of interest
- c) Pledge of Allegiance
- d) 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.*

- e) **Action Agenda Items:**
  - 1) Review submitted Employee Payroll Action Forms
- f) **Consent Agenda Items:**
  - 1) Resolution \_\_\_\_\_ - Minutes of County Commissioners' proceedings for May 14 and 15, 2018
  - 2) Resolution \_\_\_\_\_ - Consent to Sublease between the County of Walla Walla and Lillie Rice Center, Inc.
  - 3) Resolution \_\_\_\_\_ - Proclaiming May, 2018 as Mental Health Awareness Month
  - 4) County vouchers/warrants/electronic payments as follows: 4197192 in the amount of \$23,126.18 (draw taxes)
  - 5) Payroll action and other forms requiring Board approval
- g) Miscellaneous business to come before the Board
- h) Review reports and correspondence; hear committee and meeting reports
- i) Review of constituent concerns/possible updates re: past concerns

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF A CONSENT  
TO SUBLEASE BETWEEN THE  
COUNTY OF WALLA WALLA AND  
LILLIE RICE CENTER, INC.**



**RESOLUTION NO.**

**WHEREAS**, in 1972 Walla Walla County was deeded property by the United States Government, said property recorded at Volume 348 pages 537-548 and commonly known as 2616 Isaacs, Walla Walla, Washington, and as a condition of that deed, the County was to utilize the premises for certain educational purposes for disabled individuals for a period of thirty years; and

**WHEREAS**, in 1976, the County entered into a lease agreement with Lillie Rice Center for the premises, with the condition that the property be utilized for vocational and educational services for disabled; and

**WHEREAS**, pursuant to Walla Walla County Resolution 15 198, a Lease Addendum between Walla Walla County and the Lillie Rice Center was approved; and

**WHEREAS**, said lease addendum provides that Lessee Lillie Rice Center shall not assign the lease premises, or any part thereof without the prior written consent of Lessor Walla Walla County; and

**WHEREAS**, pursuant to a letter dated May 11, 2018 from attorney Jared Hawkins, Lillie Rice Center wishes to sublease a portion of the premises at 2616 Isaacs to Blue Mountain Industries (BMI), LLC, a newly formed subsidiary of Lillie Rice Center; and

**WHEREAS**, the proposed sublease will allow BMI to lease shared office space from Lillie Rice Center, and a Consent to Sublease has been executed by Lillie Rice Center and conveyed to Walla Walla County with a request for approval; and

**WHEREAS**, the County Prosecuting Attorney's Office has reviewed the Consent to Sublease; and

**WHEREAS**, after review of the request and all associated information, the Board of County Commissioners have no objections; now therefore

**BE IT HEREBY RESOLVED** by this Board of County Commissioners of Walla Walla County, Washington that they approve said Consent to Sublease between the County of Walla Walla and Lillie Rice Center, Inc., and that the chair of the Board shall sign same in the name of the Board.

*"Passed this **21st day of May, 2018** by Board members as follows: \_\_\_ Present or \_\_\_ Participating via other means, and by the following vote: \_\_\_ Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_ Absent."*

**Attest:**

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James K. Johnson, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*



May 11, 2018

Walla Walla Board of County Commissioners  
P.O. Box 1506  
Walla Walla, WA 99362

***SENT VIA E-MAIL ONLY***

Re: Consent to Sublease

Board of County Commissioners:

I represent the Lillie Rice Center ("Lillie Rice"), a nonprofit corporation dedicated to providing employment and support services to individuals with developmental disabilities in our community. For over 40 years, the County of Walla Walla has supported Lillie Rice by leasing property (located at 2616 E. Isaacs) to the Center whereby it can fulfill this mission. I'm writing to request permission from the Board of County Commissioners for Lillie Rice to sublease a portion of that premises to Blue Mountain Industries LLC ("BMI"), a newly-formed subsidiary of Lillie Rice.

To provide some background, Lillie Rice created BMI to ensure compliance with new federal Medicare and Medicaid requirements. Once fully operational, BMI will handle all community-based employment services. Lillie Rice has been communicating with the County Department of Human Services regarding transferring its community-based services to BMI, and Human Services has been fully on board with the changes.

The proposed sublease between Lillie Rice and BMI will allow BMI to lease shared office space from Lillie Rice at the Isaacs property. Per the attached Lease Addendum between Lillie Rice and the County, Lillie Rice is required to obtain the County's prior written consent before assigning any part of the lease or the premises.

Therefore, I respectfully request that the Commissioners consider and consent to the proposed sublease, enabling Lillie Rice and BMI to continue the important work of assisting the disabled within our community. If the Commission consents to the proposed sublease, please sign the attached Consent to Sublease and return it to my office. On behalf of Lillie Rice, I express my appreciation for the County's continued support in upholding its worthy mission.

Respectfully,

A handwritten signature in black ink, appearing to read "Jared Hawkins", is written over a printed name.

Jared N. Hawkins

Enclosures (2)

CONSENT TO SUBLEASE

Pursuant to and with reference to that certain Lease Agreement dated December 13, 1976, and the Lease Addendum thereto dated August 17, 2015, (collectively, "Lease"), by and between, the COUNTY OF WALLA WALLA ("Lessor"), and LILLIE RICE CENTER, INC., a Washington corporation ("Lessee"), Lessor hereby consents to Lessee subleasing or sharing a portion of the property recorded at Volume 348 pages 537-548, commonly known as 2616 E. Isaacs, Walla Walla, Washington, with Blue Mountain Industries, LLC, a Washington Limited Liability Company ("Sub-Lessee"). A diagram illustrating the premises is attached hereto as Exhibit A. Sub-Lessee shall be required to be bound by the Lease and perform all duties and obligations required by the terms of the Lease.

Dated: \_\_\_\_\_

LESSOR  
BOARD OF COUNTY COMMISSIONERS  
WALLA WALLA COUNTY, WASHINGTON

BY: \_\_\_\_\_  
James K. Johnson, Chairman

LESSEE  
LILLIE RICE CENTER, INC.

BY: \_\_\_\_\_  
Christine Daudt, Executive Director

JOINDER AND ACCEPTANCE OF TERMS

Blue Mountain Industries, LLC ("Sub-Lessee"), hereby acknowledges and agrees to abide by the terms of the that certain Lease Agreement dated December 13, 1976, and the Lease Addendum thereto dated August 17, 2015, (collectively, "Lease"), by and between, the COUNTY OF WALLA WALLA ("Lessor"), and LILLIE RICE CENTER, INC., a Washington corporation ("Lessee"). Sub-Lessee agrees to be bound by all terms, conditions, and obligations of the Lease.

Dated: \_\_\_\_\_

SUB-LESSEE  
BLUE MOUNTAIN INDUSTRIES, LLC

BY: \_\_\_\_\_  
Christine Daudt, Manager

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF  
PROCLAIMING MAY, 2018 AS  
MENTAL HEALTH AWARENESS  
MONTH



RESOLUTION NO.

**WHEREAS**, each May, the nation is asked to remember or continue to be aware that ongoing mental health issues affect as many as one in five Americans, as mental health is essential to everyone's overall health and well-being; and

**WHEREAS**, the National Alliance on Mental Illness (NAMI) reports millions of Americans are affected by mental health conditions every year. Here are facts about the prevalence and impact of mental illness: 1 in 5 adults in the United States lives with a mental health condition and 1 in 25 adults in the United States lives with a serious mental illness; half of all lifetime mental health conditions begin by age 14 and 75% by age 24, but early intervention programs can help; 90% of those who die by suicide have an underlying mental illness, but suicide is preventable; and the best treatments for serious mental illnesses today are highly effective, with between 70 and 90% of individuals having significant reduction of symptoms and improved quality of life with the right treatments and supports; and

**WHEREAS**, National Mental Health Awareness Month is a time to recognize the millions of American families affected by mental illness and to redouble our efforts to ensure that those who are suffering get the care and treatment they need. Nearly 10 million Americans suffer from a serious mental illness, such as schizophrenia, bipolar disorder, or major depression. Unfortunately, approximately 60 percent of adults and 50 percent of adolescents with mental illness do not get the treatment or other services they need. As a result, instead of receiving ongoing expert psychiatric care, these individuals often find themselves in emergency rooms, prisons, or living on the streets; and

**WHEREAS**, Mental Health Awareness Month is a reminder of the importance of working together to overcome any stigma associated with mental health issues and help those who are affected by providing support and advocating for equal care; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they shall sign a proclamation declaring May, 2018 as Mental Health Month in Walla Walla County.

*"Passed this **21st day of May, 2018** by Board members as follows: \_\_\_ Present or \_\_\_ Participating via other means, and by the following vote: \_\_\_ Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_ Absent."*

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James K. Johnson, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

## **PROCLAMATION**

**WHEREAS**, mental health is essential to everyone's health and well-being, and is a part of overall health; and

**WHEREAS**, one in five adults experiences a mental health problem in any given year; and

**WHEREAS**, approximately one-half of chronic mental illness begins by the age of 14 and three-quarters by age 24; and

**WHEREAS**, suicide is a leading cause of death in the United States and the second leading cause among young adults, and 90% of people who die by suicide have an underlying mental illness; and

**WHEREAS**, long delays - sometimes decades - often occur between the time symptoms first appear and when individuals get help, and early identification and treatment can make a difference in successful management of mental illness and recovery; and

**WHEREAS**, it is important to maintain mental health and learn the symptoms of mental illness in order to get help when it is needed; and

**WHEREAS**, every citizen and community can make a difference in helping end the silence and stigma that for too long has surrounded mental illness and discouraged people from getting help; and

**WHEREAS**, public education and civic activities can encourage mental health and help improve the lives of individuals and families affected by mental illness; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby proclaim

### **MAY, 2018 as MENTAL HEALTH AWARENESS MONTH**

in Walla Walla County, to shine a light on mental illness and fight stigma, provide support, educate the public and advocate for equal care, as well as to serve as a reminder of the importance of working together to overcome any stigma associated with mental health issues and help those who are affected by providing support and advocating for equal care.

**BE IT FURTHER RESOLVED** that all citizens are encouraged to consider taking the #StigmaFree pledge at [www.nami.org/stigmafree](http://www.nami.org/stigmafree) in observance of Mental Health Awareness Month.

Dated this 21st day of May, 2018, at Walla Walla County, Washington.

#### **BOARD OF COUNTY COMMISSIONERS WALLA WALLA COUNTY, WASHINGTON**

\_\_\_\_\_  
James K. Johnson, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

9:40

DEPARTMENT OF COMMUNITY HEALTH

Meghan DeBolt

a) **Consent Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Contract between the Washington State Department of Health and Walla Walla County (Amendment 2 to 2018-2020 Consolidated Contract)
- 2) Resolution \_\_\_\_\_ - Grant Agreement between the United States Department of Housing and Urban Development and Walla Walla County (WA0093LOT11710)
- 3) Resolution \_\_\_\_\_ - Approving Service Agreement #18-34 between Walla Walla County and Uncommon Solutions
- 4) Resolution \_\_\_\_\_ - Approving Service Agreement #18-35 between Walla Walla County and Educational Service District 105
- 5) Resolution \_\_\_\_\_ - Approving Service Agreement #18-25 between Walla Walla County and Kittitas Youth Services
- 6) Resolution \_\_\_\_\_ - Approving Amendment 1 to Agreements between Walla Walla County Department of Community Health and Asotin County Health District, Columbia County, Garfield County, Kittitas County, Whitman County Public Health Department, and Quality Behavioral Health (Youth Marijuana Prevention)

b) **Action Agenda Items:**

- 1) Resolution \_\_\_\_\_ - Approving a Consultant/Presenter Contract with Thrive Productions, Inc.

c) Department update and miscellaneous

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF CONTRACT  
BETWEEN THE WASHINGTON  
STATE DEPARTMENT OF HEALTH  
AND WALLA WALLA COUNTY  
(AMENDMENT 2 TO 2018-2020  
CONSOLIDATED CONTRACT)

}

RESOLUTION NO.

**WHEREAS**, the Washington State Department of Health has proposed contract Amendment 2 with Walla Walla County for the 2018-2020 Consolidated Contract with the Walla Walla County Department of Community Health; and

**WHEREAS**, the amended contract benefits the citizens of Walla Walla County; and

**WHEREAS**, the County Prosecuting Attorney and Risk Manager have reviewed said amendment; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said contract amendment, and authorize County Director of Community Health, Meghan DeBolt, to sign the same.

Passed this 21<sup>st</sup> day of May, 2018 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James K. Johnson, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*





## WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH

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314 West Main Street • Walla Walla, WA 99362

Main Telephone: (509) 524-2650 • Confidential Fax: (509) 524-2642 • Main Fax: (509) 524-2678

### MEMORANDUM

To: The Walla Walla County Board of County Commissioners  
From: Meghan DeBolt  
Director, Community Health  
Date: May 7, 2018  
Subject: Amendment 2 to 2018-2020 Washington Department of Health Consolidated Contract

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The contract is amended as follows:

1. Amends Statements of Work for the following programs:
  - a. Office of Emergency Preparedness & Response
  - b. Supplemental Nutritional Assistance Program-Education
  - c. WIC Nutrition Program
2. Exhibit B-2 Allocations as follows:
  - a. Increase of \$32,474 for a revised maximum consideration of \$818,298

### RECOMMENDATION:

The Walla Walla County Board of County Commissioners approve the acceptance of Amendment 2 to the 2018-2020 Consolidated Contract and authorize the Director, Community Health to sign.

**WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH  
2018 – 2020 CONSOLIDATED CONTRACT**

**CONTRACT NUMBER: CLH18266**

**AMENDMENT NUMBER: 2**

PURPOSE OF CHANGE: To amend this contract between the DEPARTMENT OF HEALTH hereinafter referred to as “DOH”, and WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH hereinafter referred to as “LHJ”, pursuant to the Modifications/Waivers clause, and to make necessary changes within the scope of this contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statements of Work, attached and incorporated by this reference, are amended as follows:

- Adds Statements of Work for the following programs:
- Amends Statements of Work for the following programs:
  - Office of Emergency Preparedness & Response - Effective January 1, 2018
  - Supplemental Nutrition Assistance Program-Education - Effective January 1, 2018
  - WIC Nutrition Program - Effective January 1, 2018
- Deletes Statements of Work for the following programs:

2. Exhibit B-2 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B-1 Allocations as follows:

- Increase of \$32,474 for a revised maximum consideration of \$818,298.
- Decrease of \_\_\_\_\_ for a revised maximum consideration of \_\_\_\_\_.
- No change in the maximum consideration of \_\_\_\_\_.  
Exhibit B Allocations are attached only for informational purposes.

3. Exhibit C-2 Schedule of Federal Awards, attached and incorporated by this reference, amends and replaces Exhibit C-1.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any subsequent amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

WALLA WALLA COUNTY DEPARTMENT OF  
COMMUNITY HEALTH

STATE OF WASHINGTON  
DEPARTMENT OF HEALTH

\_\_\_\_\_ Date

\_\_\_\_\_ Date

APPROVED AS TO FORM ONLY  
Assistant Attorney General

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF GRANT  
AGREEMENT BETWEEN THE  
UNITED STATES DEPARTMENT OF  
HOUSING AND URBAN  
DEVELOPMENT AND WALLA  
WALLA COUNTY (WA0093L0T11710)



RESOLUTION NO.

**WHEREAS**, the United States Department of Housing and Urban Development has proposed Continuum of Care Program Grant Number WA0093L0T011710 with Walla Walla County; and

**WHEREAS**, the grant benefits the citizens of Walla Walla County; and

**WHEREAS**, the County Prosecuting Attorney and Risk Manager have reviewed said grant; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said grant, and authorize County Director of Community Health, Meghan DeBolt, to sign the same.

Passed this 21<sup>st</sup> day of May, 2018 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James K. Johnson, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*



## WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH

---

314 West Main Street • Walla Walla, WA 99362

Main Telephone: (509) 524-2650 • Confidential Fax: (509) 524-2642 • Main Fax: (509) 524-2678

### MEMORANDUM

To: The Walla Walla County Board of County Commissioners  
From: Meghan DeBolt  
Director, Community Health  
Date: May 14, 2018  
Subject: HUD Continuum of Care Permanent Supportive Housing Grant Renewal  
For the Severely Mentally Ill

---

The contract is renewed as follows:

1. Exhibit 1 Scope of Work for FY2017 Competition CoC Program Grant Number: WA0093LOT011710

The Walla Walla County Board of County Commissioners approve the acceptance of the grant renewal and authorize the Director, Community Health to sign.

**Tax ID No.: 91-6001381**  
**CoC Program Grant Number: WA0093L0T011710**  
**Effective Date: 5/14/2018**  
**DUNS No.: 619391951**

EXHIBIT 1  
SCOPE OF WORK for  
FY2017 COMPETITION  
(funding 1 project in CoCs with multiple recipients)

1. The project listed on this Scope of Work is governed by the Act and Rule, as they may be amended from time to time. The project is also subject to the terms of the Notice of Funds Availability for the fiscal year competition in which the funds were awarded and to the applicable annual appropriations act.
2. HUD designations of Continuums of Care as High-performing Communities (HPCS) are published in the HUD Exchange in the appropriate Fiscal Years' CoC Program Competition Funding Availability page. Notwithstanding anything to the contrary in the Application or this Grant Agreement, Recipient may only use grant funds for HPC Homelessness Prevention Activities if the Continuum that designated the Recipient to apply for this grant was designated an HPC for the applicable fiscal year.
3. Recipient is not a Unified Funding Agency and was not the only Applicant the Continuum of Care designated to apply for and receive grant funds and is not the only Recipient for the Continuum of Care that designated it. HUD's total funding obligation for this grant is \$ 70110\_ for project number \_\_WA0093L0T011710\_\_\_. If the project is a renewal to which expansion funds have been added during this competition, the Renewal Expansion Data Report, including the Summary Budget therein, in e-snaps is incorporated herein by reference and made a part hereof. In accordance with 24 CFR 578.105(b), Recipient is prohibited from moving more than 10% from one budget line item in a project's approved budget to another without a written amendment to this Agreement. The obligation for this project shall be allocated as follows:

a. Continuum of Care planning activities	\$ 0
b. UFA costs	\$ 0
c. Acquisition	\$ 0
d. Rehabilitation	\$ 0
e. New construction	\$ 0
f. Leasing	\$ 0
g. Rental assistance	\$ 0
h. Supportive services	\$ 41705
i. Operating costs	\$ 25257
j. Homeless Management Information System	\$ 0
k. Administrative costs	\$ 3148

- |   |      |
|---|------|
| l. Relocation Costs                           | \$ 0 |
| m. HPC homelessness prevention activities:    |      |
| Housing relocation and stabilization services | \$ 0 |
| Short-term and medium-term rental assistance  | \$ 0 |
4. The performance period for the project begins \_\_07-01-2018\_\_ and ends \_\_06-30-2019\_\_.  
No funds for new projects may be drawn down by Recipient until HUD has approved site control pursuant to §578.21 and §578.25 and no funds for renewal projects may be drawn down by Recipient before the end date of the project's final operating year under the grant that has been renewed.
  5. If grant funds will be used for payment of indirect costs, the Recipient is authorized to insert the Recipient's federally recognized indirect cost rates on the attached Federally Recognized Indirect Cost Rates Schedule, which Schedule shall be incorporated herein and made a part of the Agreement. No indirect costs may be charged to the grant by the Recipient if their federally recognized cost rate is not listed on the Schedule..
  6. The project has not been awarded project-based rental assistance for a term of fifteen (15) years. Additional funding is subject to the availability of annual appropriations.

**Tax ID No.: 91-6001381**  
**CoC Program Grant Number: WA0093L0T011710**  
**Effective Date: 5/14/2018**  
**DUNS No.: 619391951**

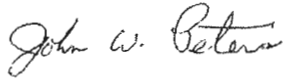
FEDERALLY RECOGNIZED INDIRECT COST RATE SCHEDULE

<u>Grant No.</u>	<u>Recipient Name</u>	<u>Indirect cost rate</u>	<u>Cost Base</u>
WA0093L0T011710			

This agreement is hereby executed on behalf of the parties as follows:

**UNITED STATES OF AMERICA,  
Secretary of Housing and Urban Development**

By:



\_\_\_\_\_  
(Signature)

Jack Peters, Director  
\_\_\_\_\_  
(Typed Name and Title)

May 14, 2018  
\_\_\_\_\_  
(Date)

**RECIPIENT**

Walla Walla County  
\_\_\_\_\_  
(Name of Organization)

By:

\_\_\_\_\_  
(Signature of Authorized Official)

\_\_\_\_\_  
(Typed Name and Title of Authorized Official)

\_\_\_\_\_  
(Date)



**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING  
SERVICE AGREEMENT #18-34  
BETWEEN WALLA WALLA COUNTY  
AND UNCOMMON SOLUTIONS

}

RESOLUTION NO.

**WHEREAS**, RCW Chapter 30.34 authorizes local governmental units to enter into agreements; and

**WHEREAS**, Walla Walla County Department of Community Health wishes to enter into a Service Agreement with Uncommon Solutions to provide training; and

**WHEREAS**, the County Prosecuting Attorney and Risk Manager have reviewed said Service Agreement; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said Service Agreement, and authorize County Director of Community Health, Meghan DeBolt, to sign the same.

*Passed this 21<sup>st</sup> day of May, 2018 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James K. Johnson, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*



## WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH

---

314 West Main Street • Walla Walla, WA 99362

Main Telephone: (509) 524-2650 • Confidential Fax: (509) 524-2642 • Main Fax: (509) 524-2678

### MEMORANDUM

To: The Walla Walla County Board of County Commissioners  
From: Meghan DeBolt  
Director, Community Health  
Date: May 21, 2018  
Subject: Personal Services Contract: Vic Colman, Uncommon Solutions

---

Youth Marijuana Prevention and Education Program (YMPEP) of which Walla Walla County Department of Community Health (WWCDCH) is the fiscal agent is tasked with promotion of prevention work from a policy, systems and environmental (PSE) perspective across the nine - county region of the Greater Columbia Accountable Communities of Health (GCACH).

The training provided by Vic Colman, Uncommon Solutions will provide in depth understanding of the reasons for and the implementation of PSE work. Vic Colman, Uncommon Solutions will develop and deliver a tailored policy and systems change half-day training to the key stakeholders across the nine county region of the ACH who are engaged in youth marijuana prevention efforts.

### RECOMMENDATION:

The Walla Walla County Board of County Commissioners approve the acceptance of this agreement to contract with Meadow and authorize the Director, Community Health to sign.

**Service Agreement #18-34**  
between  
**WALLA WALLA COUNTY**  
and  
**UNCOMMON SOLUTIONS**

The Agreement is entered into by and between Walla Walla County, hereinafter “County,” and Uncommon Solutions, hereinafter “Contractor,” for engagement and participation in the Greater Columbia Accountable Community of Health Youth Marijuana Prevention and Education Program Planning Team, as outlined in the attached Statement of Work. The rights and obligations of both parties are governed by the General Terms and Conditions, and the following Exhibits, copies of which are attached hereto and incorporated herein by this reference as fully as if set forth herein:

- Exhibit A – Statement of Work
- Exhibit B – Budget
- Exhibit C – Expenditure Report Form
- Exhibit D – Participation Report Form

**Performance Period:** The terms of this Agreement shall commence on July 1st, 2017 and shall, unless terminated or renewed as provided elsewhere in the Agreement, terminate on June 30, 2018.

**Compensation:** Payment to Contractor for services rendered under this Agreement shall be as set forth in Exhibit B – Budget. The allocation of funding is currently awarded for Fiscal Year 2017: 7/1/2017 to 6/30/2018. The amount of payment for the performance period of this Agreement shall not exceed \$2,785.00.

CFDA# (if applicable): \_\_\_\_\_

UBI#: \_\_\_\_\_

State Industrial Account ID # (if applicable): \_\_\_\_\_

**1.0 CONTRACTOR RESPONSIBILITIES:**

CONTRACTOR agrees to:

- Provide a half-day in-person training on Policy Systems Change per Statement of Work, Exhibit A

CONTRACTOR is responsible for the selection of the CONTRACTOR’s participant in the regional planning meetings per Statement of Work, Exhibit A

CONTRACTOR agrees to follow all applicable statutes and regulations.

CONTRACTOR agrees to hold COUNTY harmless from all liabilities resulting from the above-described activities and further assumes responsibility for any future audit exceptions due to the use of these funds.

## Exhibit A

### Scope of Work

The purpose of this agreement is to deliver the following scope of work:

- Provide YMPEP stakeholders with greater knowledge of a specific policy and systems change framework
- Strengthen knowledge and skills in how to be a more impactful influencer

Contractor will:

- Develop and deliver a tailored policy and systems change half-day training to key stakeholders from the nine counties of the Greater Columbia Accountable Communities of Health engaged in youth marijuana prevention efforts

Walla Walla County Department of Community Health will:

- Promote the training to the nine counties of the Greater Columbia Accountable Communities of Health engaged in youth marijuana prevention efforts
- Arrange for date and space in which to hold the training
- Make available any data or materials relevant to the project

Exhibit B

Contractor reimbursement shall not exceed \$2785 for the duration of the contract.

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING  
SERVICE AGREEMENT #18-35  
BETWEEN WALLA WALLA COUNTY  
AND EDUCATIONAL SERVICE  
DISTRICT 105



RESOLUTION NO.

**WHEREAS**, RCW Chapter 30.34 authorizes local governmental units to enter into agreements; and

**WHEREAS**, Walla Walla County Department of Community Health is the fiscal agent for Youth Marijuana Prevention and Education grant for the nine counties of the Greater Columbia Accountable Communities of Health; and

**WHEREAS**, Walla Walla County Department of Community Health wishes to enter into a Service Agreement with Kittitas Youth Services; and

**WHEREAS**, the County Prosecuting Attorney and Risk Manager have reviewed said Service Agreement; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said Service Agreement, and authorize County Director of Community Health, Meghan DeBolt, to sign the same.

Passed this 21<sup>st</sup> day of May, 2018 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James K. Johnson, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*



## WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH

---

314 West Main Street • Walla Walla, WA 99362

Main Telephone: (509) 524-2650 • Confidential Fax: (509) 524-2642 • Main Fax: (509) 524-2678

### MEMORANDUM

To: The Walla Walla County Board of County Commissioners  
From: Meghan DeBolt  
Director, Community Health  
Date: May 21, 2018  
Subject: Marijuana Prevention (YMPEP) Contract with Educational Service District 105 (ESD 105)

---

ESD 105 is part of the nine county region of the Greater Columbia Accountable Communities of Health for which Walla Walla County Department of Community Health is the fiscal agent. ESD 105 will participate in trainings and prevention activities supported by the YMPEP program.

### RECOMMENDATION:

The Walla Walla County Board of County Commissioners approve the acceptance of this agreement to contract with ESD 105 District and authorize the Director, Community Health to sign.

**Service Agreement # 18-35**

between

**WALLA WALLA COUNTY**

and

**EDUCATIONAL SERVICE DISTRICT 105**

The Agreement is entered into by and between Walla Walla County, hereinafter “County,” and Educational Service District 105, hereinafter “Contractor,” for work to support the goals of the Greater Columbia Accountable Community of Health Youth Marijuana Prevention and Education Program, as outlined in the attached Statement of Work. The rights and obligations of both parties are governed by the General Terms and Conditions, and the following Exhibits, copies of which are attached hereto and incorporated herein by this reference as fully as if set forth herein:

- Exhibit A – Statement of Work
- Exhibit B – Budget
- Exhibit C – Expenditure Report Form
- Exhibit D – YMPEP Report Form

**Performance Period:** The terms of this Agreement shall commence on April 1st, 2018 and shall, unless terminated or renewed as provided elsewhere in the Agreement, terminate on June 30, 2018.

**Compensation:** Payment to Contractor for services rendered under this Agreement shall be as set forth in Exhibit B – Budget. The allocation of funding is currently awarded for Fiscal Year 2017: 7/1/2017 to 6/30/2018. The amount of payment for the performance period of this Agreement shall not exceed \$37,454.

CFDA# (if applicable): \_\_\_\_\_

UBI#: \_\_\_\_\_

State Industrial Account ID # (if applicable): \_\_\_\_\_

**1.0 CONTRACTOR RESPONSIBILITIES:**

CONTRACTOR agrees to:

- Complete work to prevent and reduce youth marijuana use per Statement of Work, Exhibit A

CONTRACTOR is responsible for the selection of the CONTRACTOR’s participant in the training per Statement of Work, Exhibit A

CONTRACTOR agrees to follow all applicable statutes and regulations.

CONTRACTOR agrees to hold COUNTY harmless from all liabilities resulting from the above-described activities and further assumes responsibility for any future audit exceptions due to the use of these funds.

**2.0 BILLING AND PAYMENT**



**Exhibit A**  
**STATEMENT OF WORK**

Grantee Name:  
Educational Service  
District 105

Agreement Number: 18-35

Contract Period: May 1, 2018 – June 30, 2018

<b>Task Number</b>	<b>Task/Activity/Description</b>	<b>Deliverables/Outcomes</b>	<b>Due Date/Time Frame</b>	<b>Payment Information and/or Amount</b>
1	Monthly Report	Complete monthly report form and email to YMPEP Program Coordinator	June 10, 2018 July 10, 2018	N/A
2	Purchase Lock boxes	Provide list of materials purchased on ERF	June 30, 2018	Invoiced
3	Conduct media campaign	Submit media content used and number of media spots purchased	June 30, 2018	Invoiced
4	Develop materials for vape/e-cig campaign	Submit materials developed	June 30, 2018	Invoiced
5	Outreach to school districts to increase HYS participation	Submit list of school districts contacted	June 30, 2018	Invoiced
6	Marijuana Training attendance	Submit count of staff/partners trained and trainings received	June 30, 2018	Invoiced

**Exhibit B  
BUDGET**

---

Grantee Name:

Educational Service  
District 105

Agreement Number: 18-35

Contract Period: May 1, 2018 - June 30, 2018

---

This Agreement \_\_\_ \_\_\_ includes / X does not include, in the SPECIFIC TERMS AND CONDITIONS, requirements to which payment of budgeted funds is contingent.

<b>Line Item/Description</b>	<b>Amount</b>
Total budget allocation to meet deliverables	\$37,454
TOTAL:	\$37,454

Funded By:

WA State Department of Health Youth Marijuana Prevention and Education Program

# Expenditure Report Form (ERF)

INSTRUCTIONS TO VENDOR OR CLAIMANT:

**STATEMENT FOR SERVICES** - Claim payment for materials, merchandise or services. Show complete detail for each item.

**Submit this form to Contractor:**  
 County of Walla Walla, Washington  
 Department of Community Health  
 PO Box 1753  
 Walla Walla, WA 99362  
 Email to: DCHContractsBilling@co.walla-walla.wa.us

**Vendor's Certificate.** I hereby certify under penalty of perjury that the items and totals listed herein are proper charges for materials, merchandise or services furnished to the County of Walla Walla and that all goods furnished and/or services rendered have been provided without discrimination because of age, sex, marital status, race, creed, color, national origin, handicap, religion, or Vietnam era or disabled veterans status and the claim is just, due and unpaid obligation against the County of Walla Walla and that I am authorized to

**CLAIMANT**  
 Educational Service District 105  
  
 33 South 2nd Avenue,  
 Yakima, WA 98902

BY: \_\_\_\_\_  
 (SIGN IN INK)  
 \_\_\_\_\_  
 (TITLE) (DATE)

<b>Program:</b>	YMPEP
<b>Agreement Number:</b>	18-35
<b>Claim Period:</b>	5/1/2018-6/30/2018

DATE	DESCRIPTION OF SERVICES	AMOUNT
	Salary and benefits	
	Program expenses, materials, goods and services	
	Indirect rate - state approved (personnel costs only)	
<b>TOTAL PAYMENT REQUESTED WITH THIS ERF:</b>		<b>\$0.00</b>

PREPARED BY	TELEPHONE NUMBER	DATE
-------------	------------------	------

**FOR COUNTY FINANCE USE ONLY**

VENDOR NUMBER	UBI NUMBER
<b>FUND Code Distribution</b>	

ACCOUNTING APPROVAL FOR PAYMENT	DATE	WARRANT TOTAL \$0.00	WARRANT NUMBER
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Revised 1/5/15

## YMPEP Reporting Form

Month:	
Agency:	ESD 105
County:	Yakima

Task	Activity	Status	Output	Partners	Narrative
Task 1:	Purchase Lock Boxes				
Task 2:	Conduct media campaign				
Task 3:	Develop vaping and e-cig materials				
Task 4:	Attend training				
Task5:	Healthy Youth Survey Outreach				
Other					

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING  
SERVICE AGREEMENT #18-25  
BETWEEN WALLA WALLA COUNTY  
AND KITTITAS YOUTH SERVICES

}

RESOLUTION NO.

**WHEREAS**, RCW Chapter 30.34 authorizes local governmental units to enter into agreements; and

**WHEREAS**, Walla Walla County Department of Community Health is the fiscal agent for Youth Marijuana Prevention and Education grant for the nine counties of the Greater Columbia Accountable Communities of Health; and

**WHEREAS**, Walla Walla County Department of Community Health wishes to enter into a Service Agreement with Kittitas Youth Services; and

**WHEREAS**, the County Prosecuting Attorney and Risk Manager have reviewed said Service Agreement; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said Service Agreement, and authorize County Director of Community Health, Meghan DeBolt, to sign the same.

Passed this 21<sup>st</sup> day of May, 2018 by Board members as follows: \_\_\_ Present or \_\_\_ Participating via other means, and by the following vote: \_\_\_ Aye \_\_\_ Nay \_\_\_ Abstained \_\_\_ Absent.

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James K. Johnson, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

\_\_\_\_\_  
*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*



## WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH

---

314 West Main Street • Walla Walla, WA 99362

Main Telephone: (509) 524-2650 • Confidential Fax: (509) 524-2642 • Main Fax: (509) 524-2678

### MEMORANDUM

To: The Walla Walla County Board of County Commissioners  
From: Meghan DeBolt  
Director, Community Health  
Date: May 21, 2018  
Subject: Marijuana Prevention (YMPEP) Contract with Kittitas Youth Services (KYS)

---

KYS is part of the nine county region of the Greater Columbia Accountable Communities of Health for which Walla Walla County Department of Community Health is the fiscal agent. KYS will participate in trainings and prevention activities supported by the YMPEP program.

### RECOMMENDATION:

The Walla Walla County Board of County Commissioners approve the acceptance of this agreement to contract with KYS and authorize the Director, Community Health to sign.

**Service Agreement # 18-25**

between

**WALLA WALLA COUNTY**

and

**YOUTH SERVICES OF KITTITAS COUNTY**

The Agreement is entered into by and between Walla Walla County, hereinafter “County,” and Youth Services of Kittitas County, hereinafter “Contractor,” for work to support the goals of the Greater Columbia Accountable Community of Health Youth Marijuana Prevention and Education Program, as outlined in the attached Statement of Work. The rights and obligations of both parties are governed by the General Terms and Conditions, and the following Exhibits, copies of which are attached hereto and incorporated herein by this reference as fully as if set forth herein:

- Exhibit A – Statement of Work
- Exhibit B – Budget
- Exhibit C – Expenditure Report Form
- Exhibit D – YMPEP Report Form

**Performance Period:** The terms of this Agreement shall commence on April 1st, 2018 and shall, unless terminated or renewed as provided elsewhere in the Agreement, terminate on June 30, 2018.

**Compensation:** Payment to Contractor for services rendered under this Agreement shall be as set forth in Exhibit B – Budget. The allocation of funding is currently awarded for Fiscal Year 2017: 7/1/2017 to 6/30/2018. The amount of payment for the performance period of this Agreement shall not exceed \$10,000.

CFDA# (if applicable): \_\_\_\_\_

UBI#: \_\_\_\_\_

State Industrial Account ID # (if applicable): \_\_\_\_\_

**1.0 CONTRACTOR RESPONSIBILITIES:**

CONTRACTOR agrees to:

- Complete work to prevent and reduce youth marijuana use per Statement of Work, Exhibit A

CONTRACTOR is responsible for the selection of the CONTRACTOR’s participant in the training per Statement of Work, Exhibit A

CONTRACTOR agrees to follow all applicable statutes and regulations.

CONTRACTOR agrees to hold COUNTY harmless from all liabilities resulting from the above-described activities and further assumes responsibility for any future audit exceptions due to the use of these funds.

**2.0 BILLING AND PAYMENT**

**Exhibit A**  
**STATEMENT OF WORK**

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Grantee Name:  
Kittitas Youth  
Services

Agreement Number: 18-25

Contract Period: May 1, 2018 – June 30, 2018

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<b>Task Number</b>	<b>Task/Activity/Description</b>	<b>Deliverables/Outcomes</b>	<b>Due Date/Time Frame</b>	<b>Payment Information and/or Amount</b>
1	Monthly Report	Complete monthly report form and email to YMPEP Program Coordinator	June 10, 2018 July 10, 2018	N/A
2	Purchase Supplies for TAPS	Provide list of materials purchased on ERF	June 30, 2018	Invoiced



**Exhibit B  
BUDGET**

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Grantee Name:

Kittitas Youth  
Services

Agreement Number: 18-25

Contract Period: May 1, 2018 - June 30, 2018

---

This Agreement \_\_\_ \_\_\_ includes /  does not include, in the SPECIFIC TERMS AND CONDITIONS, requirements to which payment of budgeted funds is contingent.

<b>Line Item/Description</b>	<b>Amount</b>
Total budget allocation to meet deliverables	\$10,000
TOTAL:	\$10,000

Funded By:

WA State Department of Health Youth Marijuana Prevention and Education Program

# Expenditure Report Form (ERF)

INSTRUCTIONS TO VENDOR OR CLAIMANT:

**STATEMENT FOR SERVICES** - Claim payment for materials, merchandise or services. Show complete detail for each item.

**Submit this form to Contractor:**

County of Walla Walla, Washington  
 Department of Community Health  
 PO Box 1753  
 Walla Walla, WA 99362  
 Email to: [DCHContractsBilling@co.walla-walla.wa.us](mailto:DCHContractsBilling@co.walla-walla.wa.us)

**Vendor's Certificate.** I hereby certify under penalty of perjury that the items and totals listed herein are proper charges for materials, merchandise or services furnished to the County of Walla Walla and that all goods furnished and/or services rendered have been provided without discrimination because of age, sex, marital status, race, creed, color, national origin, handicap, religion, or Vietnam era or disabled veterans status and the claim is just, due and unpaid obligation against the County of Walla Walla and that I am authorized to

**CLAIMANT**

Youth Services of Kittitas County

BY: \_\_\_\_\_  
 (SIGN IN INK)

\_\_\_\_\_  
 (TITLE) (DATE)

Program: YMPEP  
 Agreement Number: 18-25  
 Claim Period: 5/1/2018-

DATE	DESCRIPTION OF SERVICES	AMOUNT
	Salary and benefits	
	Program expenses, materials, goods and services	
	Indirect rate (personnel costs only)	
<b>TOTAL PAYMENT REQUESTED WITH THIS ERF:</b>		<b>\$0.00</b>

PREPARED BY	TELEPHONE NUMBER	DATE
-------------	------------------	------

**FOR COUNTY FINANCE USE ONLY**

VENDOR NUMBER		UBI NUMBER
<i>FUND Code Distribution</i>		

ACCOUNTING APPROVAL FOR PAYMENT	DATE	WARRANT TOTAL	WARRANT NUMBER
		\$0.00	

## YMPEP Reporting Form

Month:	
Agency:	Kittitas Youth Services
County:	Kittitas

Task	Activity	Status	Output	Partners	Narrative
Task 1:	Purchase Supplies for TAPS				
Task 2:					
Task 3:					
Other					

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF APPROVING  
AMENDMENT 1 TO AGREEMENTS  
BETWEEN WALLA WALLA COUNTY  
DEPARTMENT OF COMMUNITY  
HEALTH AND ASOTIN COUNTY  
HEALTH DISTRICT, COLUMBIA  
COUNTY, GARFIELD COUNTY,  
KITTITAS COUNTY, WHITMAN COUNTY  
PUBLIC HEALTH DEPARTMENT, AND  
QUALITY BEHAVIORAL HEALTH  
(YOUTH MARIJUANA PREVENTION)



RESOLUTION NO.

**WHEREAS**, RCW Chapter 39.34 authorizes local governmental units to enter into agreements; and

**WHEREAS**, Walla Walla County Department of Community Health is the fiscal agent for Youth Marijuana Prevention and Education Funds; and

**WHEREAS**, pursuant to Resolution No. 17 271 the Walla Walla County Community Health Department entered into Service Agreements with Kittitas County, Columbia County, Garfield County, Asotin County Health District, Benton-Franklin Health District, and Whitman County Public Health Department; and

**WHEREAS**, pursuant to Resolution No. 18 065 Walla Walla County Department of Community Health entered into Service Agreements with Asotin County Health District, Whitman County Public Health Department, and Quality Behavioral Health; and

**WHEREAS**, Walla Walla County Department of Community Health has proposed Amendment 1 to Service Agreements with Asotin County Health District, Columbia County, Garfield County, Kittitas County, Whitman County Public Health Department, and Quality Behavioral Health; and

**WHEREAS**, the County Prosecuting Attorney has reviewed said amendments; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said amendments, and authorize County Director of Community Health, Meghan DeBolt, to sign the same.

Passed this 21st day of May, 2018 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.

Attest:

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James K. Johnson, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

\_\_\_\_\_  
*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**WHITMAN COUNTY DEPARTMENT OF PUBLIC HEALTH**

**2017-2018 CONTRACT**

**CONTRACT NUMBER: 17-84**

**AMENDMENT NUMBER: 1**

PURPOSE OF CHANGE: To amend the above contract, dated July 1, 2017 through June 30, 2018 between WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH hereinafter referred to as "DCH" and WHITMAN COUNTY DEPARTMENT OF PUBLIC HEALTH hereinafter referred to as "LHJ", and to make necessary changes to the scope of these contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statement of Work, attached and incorporated by this reference, is amended as follows:

Adds Statements of Work:

<b>Task Number</b>	<b>Task/Activity/Description</b>	<b>Deliverables/Outcomes</b>	<b>Due Date/Time Frame</b>	<b>Payment Information and/or Amount</b>
1	Monthly Report	Complete monthly report form and email to YMPEP Program Coordinator	June 10, 2018 July 10, 2018	N/A
2	Youth Peer Education	Purchase TAPS supplies	June 30, 2018	Invoiced
3	Decrease Youth Access	Provide community education and purchase/distribute lock boxes	June 30, 2018	Invoiced

2. Exhibit B – Allocations, attached and incorporated by this reference, amends and replaces Exhibit B allocations as follows:

Increase of \$3,500 for a revised maximum consideration of \$6,500.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any previous amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

WHITMAN COUNTY DEP'T OF PUBLIC HEALTH

WALLA WALLA COUNTY DEP'T OF COMMUNITY  
HEALTH

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**Exhibit B  
BUDGET**

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Grantee Name:  
Whitman County  
Public Health  
Department

Agreement Number: 17-84

Contract Period: July 1, 2017 - June 30, 2018

---

This Agreement \_\_\_ \_\_\_ includes /  X  does not include, in the SPECIFIC TERMS AND CONDITIONS, requirements to which payment of budgeted funds is contingent.

<b>Line Item/Description</b>	<b>Amount</b>
Total budget allocation to meet deliverables	\$3,500
TOTAL:	\$3,500

Funded By:

WA State Department of Health Youth Marijuana Prevention and Education Program

**QUALITY BEHAVIORAL HEALTH**

**2017-2018 CONTRACT**

**CONTRACT NUMBER: 17-86**

**AMENDMENT NUMBER: 1**

PURPOSE OF CHANGE: To amend the above contract, dated July 1, 2017 through June 30, 2018 between WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH hereinafter referred to as "DCH" and QUALITY BEHAVIORAL HEALTH hereinafter referred to as "LHJ", and to make necessary changes to the scope of these contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statement of Work, attached and incorporated by this reference, is amended as follows:

Adds Statements of Work:

<b>Task Number</b>	<b>Task/Activity/Description</b>	<b>Deliverables/Outcomes</b>	<b>Due Date/Time Frame</b>	<b>Payment Information and/or Amount</b>
1	Monthly Report	Complete monthly report form and email to YMPEP Program Coordinator	Monthly Report	N/A
2	Adult Education and Training on ACES/Resilience	Send PACE members to attend Beyond Paper Tigers Conference	Adult Education and Training on ACES/Resilience	Invoiced

2. Exhibit B – Allocations, attached and incorporated by this reference, amends and replaces Exhibit B allocations as follows:

Increase of \$6,000 for a revised maximum consideration of \$9,000.

3. Exhibit D-YMPEP Reporting Form, attached and incorporated by this reference amends and replaces, Exhibit D, reporting as follows:

The YMPEP reporting form is due on the 10<sup>th</sup> day of the month for the previous month. No payments will be issued to the prior to the receipt of completed monthly reporting form.



Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any previous amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

QUALITY BEHAVIORAL HEALTH

WALLA WALLA COUNTY DEP'T OF COMMUNITY  
HEALTH

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**Exhibit B  
BUDGET**

Grantee Name:  
Quality Behavioral  
Health

Agreement Number: 2018-01-01-0001  
Effective Date: 10/1/2018

This Agreement \_\_\_ \_\_\_ includes /  does not include, in the SPECIFIC TERMS AND CONDITIONS, requirements to which payment of budgeted funds is contingent.

Line Item Description	
Total budget allocation to meet deliverables	
\$6,000	TOTAL:

Funded By:

WA State Department of Health Youth Marijuana Prevention and Education Program

**KITTITAS COUNTY HEALTH DEPARTMENT**

**2017-2018 CONTRACT**

**CONTRACT NUMBER: 17-83**

**AMENDMENT NUMBER: 1**

PURPOSE OF CHANGE: To amend the above contract, dated July 1, 2017 through June 30, 2018 between WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH hereinafter referred to as "DCH" and KITTITAS COUNTY HEALTH DEPARTMENT hereinafter referred to as "LHJ", and to make necessary changes to the scope of these contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statement of Work, attached and incorporated by this reference, is amended as follows:

Adds Statements of Work:

<b>Task Number</b>	<b>Task/Activity/Description</b>	<b>Deliverables/Outcomes</b>	<b>Due Date/Time Frame</b>	<b>Payment Information and/or Amount</b>
1	Monthly Report	Complete monthly report form and email to YMPEP Program Coordinator	June 10, 2018 July 10, 2018	N/A
2	Community Outreach Activities	Email list of contacts, website, letter, meetings	June 30, 2018	Invoiced
3	Retailer Contacts	Retailer education material creation and visits	June 30, 2018	Invoiced
4	Adult Education	Distribute educational materials regarding keeping marijuana out of the hands of youth.	June 30, 2018	Invoiced

2. Exhibit B – Allocations, attached and incorporated by this reference, amends and replaces Exhibit B allocations as follows:

Increase of \$2,856 for a revised maximum consideration of \$5,856.

3. Exhibit D-YMPEP Reporting Form, attached and incorporated by this reference amends and replaces, Exhibit D, reporting as follows:

The YMPEP reporting form is due on the 10<sup>th</sup> day of the month for the previous month. No payments will be issued to the prior to the receipt of completed monthly reporting form.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any previous amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

KITTITAS COUNTY HEALTH DEPARTMENT

WALLA WALLA COUNTY DEP'T OF COMMUNITY  
HEALTH

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**Exhibit B  
BUDGET**

Grantee Name:  
Kittitas County  
Health Department

Agreement Number: 2018-01130

This Agreement \_\_\_ \_\_\_ includes / X does not include, in the SPECIFIC TERMS AND CONDITIONS, requirements to which payment of budgeted funds is contingent.

Line Item	Description	
	Total budget allocation to meet deliverables	\$2,856
	\$2,856	TOTAL:

Funded By:

WA State Department of Health Youth Marijuana Prevention and Education Program

**GARFIELD COUNTY HEALTH DISTRICT**

**2017-2018 CONTRACT**

**CONTRACT NUMBER: 17-79**

**AMENDMENT NUMBER: 1**

PURPOSE OF CHANGE: To amend the above contract, dated July 1, 2017 through June 30, 2018 between WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH hereinafter referred to as "DCH" and GARFIELD COUNTY HEALTH DISTRICT hereinafter referred to as "LHJ", and to make necessary changes to the scope of these contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statement of Work, attached and incorporated by this reference, is amended as follows:

Adds Statements of Work:

<b>Task Number</b>	<b>Task/Activity/Description</b>	<b>Deliverables/Outcomes</b>	<b>Due Date/Time Frame</b>	<b>Payment Information and/or Amount</b>
1	Monthly Report	Complete monthly report form and email to YMPEP Program Coordinator	June 10, 2018 July 10, 2018	N/A
2	Create relationships with local policy makers	Time spent developing and number of contacts with local policy makers	June 30, 2018	Invoiced
3	Distribute Lockboxes	Number of lockboxes distributed	June 30, 2018	Invoiced
4	Distribute Weed to Know rack cards	Number of brochures distributed	June 30, 2018	Invoiced
5	Provide education and training on coping skills/resilience	Number sessions taught on coping skills/resilience	June 30, 2018	Invoiced

6	Provide education about youth access to marijuana and legal consequences	Number of trainings delivered and/or educational material distributed	June 30, 2018	Invoiced
---	--	---	---------------	----------

2. Exhibit B – Allocations, attached and incorporated by this reference, amends and replaces Exhibit B allocations as follows:

Increase of \$6000 for a revised maximum consideration of \$9,000

3. Exhibit D-YMPEP Reporting Form, attached and incorporated by this reference amends and replaces, Exhibit D, reporting as follows:

The YMPEP reporting form is due on the 10<sup>th</sup> day of the month for the previous month. No payments will be issued to the prior to the receipt of completed monthly reporting form.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any previous amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

GARFIELD COUNTY HEALTH DISTRICT

WALLA WALLA COUNTY DEP'T OF COMMUNITY HEALTH

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**Exhibit B  
BUDGET**

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Grantee Name:  
Garfield County  
Health District

Agreement Number: 30, 2018

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This Agreement \_\_\_ includes / X does not include, in the SPECIFIC TERMS AND CONDITIONS, requirements to which payment of budgeted funds is contingent.

Line Item Description	
Total budget allocation to meet deliverables	\$6,000
\$6,000	TOTAL:

Funded By:

WA State Department of Health Youth Marijuana Prevention and Education Program



**COLUMBIA COUNTY HEALTH DEPARTMENT**

**2017-2018 CONTRACT**

**CONTRACT NUMBER: 17-82**

**AMENDMENT NUMBER: 1**

PURPOSE OF CHANGE: To amend the above contract, dated July 1, 2017 through June 30, 2018 between WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH hereinafter referred to as "DCH" and COLUMBIA COUNTY HEALTH DEPARTMENT hereinafter referred to as "LHJ", and to make necessary changes to the scope of these contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statement of Work, attached and incorporated by this reference, is amended as follows:

Adds Statements of Work:

<b>Task Number</b>	<b>Task/Activity/Description</b>	<b>Deliverables/Outcomes</b>	<b>Due Date/Time Frame</b>	<b>Payment Information and/or Amount</b>
1	Monthly Report	Complete monthly report form and email to YMPEP Program Coordinator	June 10, 2018 July 10, 2018	N/A
2	Create relationships with local policy makers	Time spent developing and number of contacts with local policy makers	June 30, 2018	Invoiced
3	Distribute Lockboxes	Number of lockboxes distributed	June 30, 2018	Invoiced
4	Distribute Weed to Know rack cards	Number of brochures distributed	June 30, 2018	Invoiced
5	Provide education and medic about youth access to marijuana	Number of trainings delivered, and/or media spots purchased	June 30, 2018	Invoiced
6	Provide education and training on	Number sessions taught on coping skills/resilience	June 30, 2018	Invoiced

	coping skills/resilience			
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2. Exhibit B – Allocations, attached and incorporated by this reference, amends and replaces Exhibit B allocations as follows:

Increase of \$7000 for a revised maximum consideration of \$10,000

3. Exhibit D-YMPEP Reporting Form, attached and incorporated by this reference amends and replaces, Exhibit D, reporting as follows:

The YMPEP reporting form is due on the 10<sup>th</sup> day of the month for the previous month. No payments will be issued to the prior to the receipt of completed monthly reporting form.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any previous amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

COLUMBIA COUNTY HEALTH DEPARTMENT

WALLA WALLA COUNTY DEP'T OF COMMUNITY  
HEALTH

\_\_\_\_\_

\_\_\_\_\_

**Exhibit B  
BUDGET**

Grantee Name:  
Columbia County  
Health Department

Agreement Number: 30, 2018

This Agreement \_\_\_ \_\_\_ includes /  does not include, in the SPECIFIC TERMS AND CONDITIONS, requirements to which payment of budgeted funds is contingent.

Line Item	Description	
	Total budget amount to meet deliverables	\$7,000
	\$7,000	TOTAL:

Funded By:

WA State Department of Health Youth Marijuana Prevention and Education Program

**ASOTIN COUNTY HEALTH DISTRICT**

**2017-2018 CONTRACT**

**CONTRACT NUMBER: 17-81**

**AMENDMENT NUMBER: 1**

PURPOSE OF CHANGE: To amend the above contract, dated July 1, 2017 through June 30, 2018 between WALLA WALLA COUNTY DEPARTMENT OF COMMUNITY HEALTH hereinafter referred to as "DCH" and ASOTIN COUNTY HEALTH DISTRICT hereinafter referred to as "LHJ", and to make necessary changes to the scope of these contract and any subsequent amendments thereto.

IT IS MUTUALLY AGREED: That the contract is hereby amended as follows:

1. Exhibit A Statement of Work, attached and incorporated by this reference, is amended as follows:

Adds Statements of Work:

<b>Task Number</b>	<b>Task/Activity/Description</b>	<b>Deliverables/Outcomes</b>	<b>Due Date/Time Frame</b>	<b>Payment Information and/or Amount</b>
1	Monthly Report	Complete monthly report form and email to YMPEP Program Coordinator	June 10, 2018 July 10, 2018	N/A
2	Attend Marijuana Caucus Meeting April 27, 2018 in Ellensburg, WA	Attend Caucus and report back to Regional Stakeholders about the caucus during a conference call.	June 30, 2018	Invoiced
3	Develop local advertising material	Samples of media developed and staff time spent developing campaign	June 30, 2018	Invoiced
4	Distribute local, regional, and state YMPEP media	Count of media items distributed and staff time spent in distribution of media to community	June 30, 2018	Invoiced
5	Community Outreach/Education about ACHD YMPEP work	Number of outreach efforts completed.	June 30, 2018	Invoiced

2. Exhibit B – Allocations, attached and incorporated by this reference, amends and replaces Exhibit B allocations as follows:

Increase of \$7750 for a revised maximum consideration of \$10,750

3. Exhibit D-YMPEP Reporting Form, attached and incorporated by this reference amends and replaces, Exhibit D, reporting as follows:

The YMPEP reporting form is due on the 10<sup>th</sup> day of the month for the previous month. No payments will be issued to the prior to the receipt of completed monthly reporting form.

Unless designated otherwise herein, the effective date of this amendment is the date of execution.

ALL OTHER TERMS AND CONDITIONS of the original contract and any previous amendments remain in full force and effect.

IN WITNESS WHEREOF, the undersigned has affixed his/her signature in execution thereof.

ASOTIN COUNTY HEALTH DISTRICT

WALLA WALLA COUNTY DEP'T OF COMMUNITY  
HEALTH

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**Exhibit B  
BUDGET**

Grantee Name:  
Asotin County  
Health District

~~Agreement Number~~ 30, 2018

This Agreement \_\_\_ \_\_\_ includes / X does not include, in the SPECIFIC TERMS AND CONDITIONS, requirements to which payment of budgeted funds is contingent.

Line Item/Description	
Total budget as of 10/30/2018 to meet deliverables	
\$7,750	TOTAL:

Funded By:

WA State Department of Health Youth Marijuana Prevention and Education Program

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

**IN THE MATTER OF APPROVING  
A CONSULTANT/PRESENTER  
CONTRACT WITH THRIVE  
PRODUCTIONS, INC.**



**RESOLUTION NO.**

**WHEREAS**, pursuant to Walla Walla County Resolution 18 064, the Walla Walla County Department of Community Health entered into an agreement with the Greater Columbia Accountable Community of Health (GCACH) to create a Local Health Improvement Network; and

**WHEREAS**, a collaborative community approach is recognized as part of the efforts and actions to achieve Washington state's aims of transformative, lasting change in health and health care to support whole-person health and achieving GCACH goals and create a "Culture of Health"; and

**WHEREAS**, locally interest has been expressed in sponsoring a Blue Zones Project presentation in Walla Walla County, with information provided on making healthy choices and the benefits such lifestyle and culture change can have on a community's overall health; and

**WHEREAS**, Walla Walla County Department of Community Health and Providence Foundation have reached an agreement to co-sponsor an initial presentation re: the Blue Zones Project to determine if there is broader community interest in continuing with the project locally; and

**WHEREAS**, Thrive Productions, Inc., on behalf of Blue Zones Project, has offered a Consultant/Presenter Contract for an engagement to describe project planning to help communities, such as Walla Walla County, adopt Blue Zones strategies, and Meghan DeBolt, director of Walla Walla County Department of Community Health, has recommended and requested approval; and

**WHEREAS**, the County Prosecuting Attorney and Risk Manager have reviewed said contract; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that they do hereby approve said contract, and authorize County Director of Community Health, Meghan DeBolt, to sign the same.

*Passed this 21<sup>st</sup> day of May, 2018 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

**Attest:**

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James K. Johnson, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

\_\_\_\_\_  
*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**Thrive Productions, Inc.**



**BLUE ZONES®**

*Live Longer, Better™*

**Tony Buettner**

**Consultant/Presenter Contract**

This agreement entered into on April 19<sup>th</sup>, 2018 to serve as a binding contract by and between Thrive Productions, Inc. and Walla Walla County Department of Community Health herein known as CLIENT. Thrive Productions, Inc. will provide the following services by Tony Buettner, herein known as SPEAKER, as described below. The CLIENT shall return a fully executed original of this agreement by May 19<sup>th</sup>, 2018 to Thrive Productions or this agreement shall be void, and can thereafter be reinstated only in writing.

Organization: Walla Walla County Department of Community Health

Contact: Meghan DeBolt

Email: mdebolt@co.walla-walla.wa.us

Phone: 509-730-3669

Description of Engagement: SPEAKER will explain the Blue Zones research on the longest-lived and healthiest places in the world and the common lifestyle and cultural traits of those locations. SPEAKER will also provide specific examples of how the Blue Zones research has been used to change policies, environments and social networks in workplaces and communities and the improved health and well-being outcomes from that work. No filming or reproduction of content will be allowed. If CLIENT has copies of The Blue Zones books at the event, SPEAKER may be able to sign books if time allows. Books available in advance through Blue Zones, LLC at a discount.

**Date of Event:** September, 2018

**Time:** TBD

**Location:** Walla Walla, WA

**Payment:** A fee of \$5,000 plus travel expenses (not to exceed \$1,000) including 1 night of hotel, roundtrip coach airfare, car service in host and home city as well as meals during travel status. Fee (\$5,000) made payable to Thrive Productions, Inc. (Federal Tax ID #45-3369049) is due along with the signed agreement by May 19<sup>th</sup>, 2018.

**Audiovisual requirements:**

SPEAKER illustrates his speaking presentation using digital media. The speaker will bring own computer, loaded with his presentation.

The CLIENT should provide:

- Speaker will bring the connection cables for his MacBook computer.
- A LCD projector (one that can project off a computer) and projection screen of appropriate power and size for the auditorium. High resolution is appreciated and will enhance the presentation.
- Ability to make the room dark enough to view the photos and videos well
- Please allow at least 20 minutes to adjust the projector to match the color of the presentation.
- Wireless lavalier microphone is preferred





We, the undersigned, do hereby agree to the terms and conditions of this agreement and on the following pages.

**Walla Walla County Department of  
Community Health**

**Thrive Productions, Inc.**

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

**Please sign, scan and email a copy to [sam@bluezones.com](mailto:sam@bluezones.com) . A fully-executed version will be sent to you.**

60 South 6<sup>th</sup> Street ---- Suite 2800 – Minneapolis, MN 55402 – 612.596.3604

**Terms and Conditions**

The CLIENT'S signed copy of this agreement is acknowledgment that the SPEAKER has accepted this engagement and has agreed to appear at the time and place specified on the face of this agreement.

The representative of the CLIENT, in signing this agreement, warrants that (s)he signs as a duly authorized representative of the CLIENT and as such, is authorized to execute this agreement on behalf of the CLIENT.

CLIENT agrees that all materials and programs presented are proprietary.

The parties acknowledge and agree that the SPEAKER is not an employee of the CLIENT. Accordingly, the SPEAKER is solely responsible for and shall have sole control over the method of the presentation(s) and the content of the material provided.

This is a legally binding agreement. Cancellation of the program by the CLIENT for any reason other than an "Act of God," proven detention by accidents, riots, strikes, illness, epidemic or any legitimate conditions will result in a payment full reimbursement for any non-refundable expense related to the presentation (i.e. airfare) if canceled less than 45 days prior to date of the presentation.

Cancellation of the program by the SPEAKER for any reasons other than an "Act of God," proven detention by accidents, riots, strikes, illness, epidemic or any legitimate conditions will result in a full refund of any deposits by the CLIENT and reasonable directly related non-refundable expenses incurred by the CLIENT. "Best efforts" will be made by all parties to adapt so that the program(s) will be presented as scheduled.

10:00

**PUBLIC WORKS DEPARTMENT**

**Randy Glaeser**

**a) Consent Agenda Items:**

1) Resolution \_\_\_\_\_ - Use of  
County roads for the Walla Walla  
Multi-Sports Onion Man Triathlon

**b) Department update and miscellaneous**

**BOARD OF COUNTY COMMISSIONERS**  
WALLA WALLA COUNTY, WASHINGTON

IN THE MATTER OF USE OF  
COUNTY ROADS FOR THE  
WALLA WALLA MULTI-SPORTS  
ONION MAN TRIATHLON



RESOLUTION NO.

**WHEREAS**, Walla Walla Multi-Sports has requested permission to use the below listed Walla Walla County roads for the biking portion of this triathlon event; and

**WHEREAS**, said triathlon will be held Sunday, June 3, 2018, between the hours of 9:00 am and 1:00 pm; and

**WHEREAS**, the event organizers have agreed to notify emergency services prior to the event for the necessary safety and emergency services information; and

**WHEREAS**, the event organizers shall provide traffic control, signage and flaggers in accordance with the approved Special Event Permit; and

**WHEREAS**, the event organizers have provided a certificate of insurance naming Walla Walla County as additional insured and have agreed to include Walla Walla County in their registration/release waiver; and

**WHEREAS**, the event organizers have provided a news release to the local newspapers announcing the event date; now therefore

**BE IT HEREBY RESOLVED** by this Board of Walla Walla County Commissioners that permission be granted to Walla Walla Multi-Sports to use the following County roads on Sunday, June 3, 2018: Reservoir Road from the Corps office to North Tausick Way; from North Tausick Way to the Walla Walla Community College entrance; from that entrance along Campus Loop to Isaacs Avenue; along the Isaacs Avenue bike path to Mill Creek Road and turn onto 5 Mile Road; from there to Russell Creek Road up to Berney Drive, and reversing the course for the return trip with a short out and back on Scenic Loop Road.

*Passed this 21<sup>st</sup> day of May, 2018 by Board members as follows:      Present or      Participating via other means, and by the following vote:      Aye      Nay      Abstained      Absent.*

**Attest:**

\_\_\_\_\_  
Connie R. Vinti, Clerk of the Board

\_\_\_\_\_  
James K. Johnson, Chairman, District 1

\_\_\_\_\_  
Todd L. Kimball, Commissioner, District 2

\_\_\_\_\_  
James L. Duncan, Commissioner, District 3

*Constituting the Board of County Commissioners  
of Walla Walla County, Washington*

**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 May 2018

Re: Director's Report for the Week of 14 May 2018

**Board Action: 21 May 2018**

**Resolutions:**

**In the Matter of use of County Roads for the Walla Walla Multi-Sports Onion Man Triathlon**

**ENGINEERING:**

- Blue Creek Bridge/Mill Creek FH: Waiting on FHWA certification.
- Pflugrad Bridge: First working day will be July 9<sup>th</sup>.
- Mill Creek Road MP 1.1 to MP 3.96: Updating Project Funding Estimate and working on offers.
- Mud Creek: Preparing offer letter and working on environmental permits.
- Whitman Drive W.: Consultant working on ROW acquisition.
- 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: Working on 2019 budget.

**MAINTENANCE/FLEET MANAGEMENT:**

- South and North crews chip sealing.
- Vegetation/Signs spraying.
- Garage working on routine maintenance.

**ADMINISTRATION:**

- Attended TAC meeting.
- Working on quarterly counselings.

**10:10**

**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))

10:20

**HUMAN RESOURCES/RISK MANAGER**

**Shelly Peters**

- a) Department update and miscellaneous
- b) **Active Agenda Items:**
  - 1) Possible discussion/decision re: any pending claims against the County
- c) **Action Agenda Items:**
  - 1) Revised job description approval form - Public Works Technician IV for the Public Works Department
- d) Possible executive session re: personnel (pursuant to RCW 42.30.110(g)), collective bargaining negotiations (pursuant to RCW 42.30.140(4)(b)), and/or litigation or pending or potential litigation (pursuant to RCW 42.30.110(i))

10:30

**COUNTY FAIRGROUNDS**

**Bill Ogg**

- a) Fairgrounds update and miscellaneous

Walla Walla Fair and Frontier Days

August 29 thru September 2, 2018

Bill Ogg, CFE  
General Manager



Walla Walla County Board of Commissioners  
Department Head Update  
May 21, 2018

- A. Fairgrounds Department Staffing
  - 1. Accounting position – modest applicant pool
  - 2. Maintenance – On call includes seasonal and “barn crew”
  - 3. Box Office Workers
  
- B. Expand Fairgrounds Facility Usage
  - 1. Event Reports:
    - a. K9 Training
    - b. Equestrian events
    - c. Quinceaneras
    - d. Cross Trail Outfitters
    - E. Big Top Promotions
  
- C. Fairgrounds Physical Plant Improvements
  - 1. New park area; Electrical and irrigation trenches done, conduit laid
  
- D. Fair 2018
  - 1. Ticket Sales
  - 2. Vendor and Concessionaires Commitments
  - 3. Fair Campground Reservations
  
- E. Sponsorships
  
- F. Fair Board
  - 1. Recruitment



**10:40**

**FACILITIES MAINTENANCE DEPARTMENT**

**Tom Byers**

- a) Department update and miscellaneous

10:50

**COUNTY COMMISSIONERS**

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

**PLEASE NOTE: THERE WILL NOT BE A MONDAY AFTERNOON OR TUESDAY MORNING SESSION THIS WEEK.**

**- 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.*