



**BOARD OF YAKIMA COUNTY COMMISSIONERS**

Regular Meeting

Work Session

Friday, August 25, 2023, at 9:00 am

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

Yakima County Welcomes You to Join Our Open Public Meeting In-Person or Virtually.

**Meeting Link:**

<https://us06web.zoom.us/j/84767080878?pwd=MjBkKjFsRmpWYlI1NW9qU1V4VnVFdz09>

**Meeting ID:**

847 6708 0878

**Meeting Passcode:**

352892

**Meeting Phone Number:**

1-206-337-9723 (ID & Passcode Above)

8/25/2023 - Minutes

1. CALL TO ORDER

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

PRESENT: Chair LaDon Linde, Commissioner Amanda McKinney, Commissioner Kyle Curtis, Legal Counsel Don Anderson, Clerk of the Board Julie Lawrence, Financial Services Director Craig Warner, Facilities Director Brian Griff, Human Resources Senior Manager Judy Kendall, and guests.

2. PUBLIC COMMENT

No Public Comment Received.

3. HUMAN RESOURCES UPDATE (15 Minutes)

Judy Kendall presented four action memos to the Board for consideration. The first was for the Assessor's office to reclassify a program specialist position (B22) to a cadastral technician (B23). The Commissioners approved this request.

The second request was to create a new program coordinator position in District Court. This is specifically to oversee the operation of the DUI court, including strategic planning, monitoring of adherence to the best practices and therapeutic court programming, research and program development, monitoring court operations to include contracts and grants, developing and maintaining community contacts, contracts and resources, and ensuring data collection and quality assurance. The position is funded by the Mental Health Sales Tax. The Commissioners approved this request.

The third request was also from District Court to establish a new office specialist position (B21) which will be responsible for the administrative tasks related to the operation of the DUI Court. The position is funded by the general fund, as support for the DUI court. The Commissioners approved this request.

The last request was from County Roads to reclassify three Road Maintenance Technician I positions to Road Maintenance Technician II. These are currently vacant positions. The Commissioners approved this request.

4. FINANCIAL SERVICES (15 Minutes)

Craig Warner requested that roughly \$53,700 be funded out of the general fund for costs incurred to create the passport office. He stated that each year his team will keep track of the revenues and expenses of the passport office and whatever they make in terms of excess beyond their cost will be used to pay back \$53,700+. Once that \$53,700+ is paid back, any excess money being generated off passports will go into a reserve bucket for expanding the program or providing different levels of service. The Commissioners approved request.

5. AGENDA ITEM REVIEW (10 Minutes)

Julie Lawrence reviewed for the Board all Agenda items submitted for Tuesday's Regular Agenda Meeting. The Commissioners had no changes for the August 29, 2023, Agenda, but asked that DOC Director Welch attend Monday's work session to discuss Agreement 246-2023.

6. COMMISSIONER UPDATES/ GENERAL DISCUSSION

7. NEW BUSINESS

Craig Warner shared that Financial Services has been trying to get ARPA agreements out and it has been a slow process. His team has developed a template, with the help of Corporate Counsel, and the first batch of agreements was sent out last week. A few entities came back with questions regarding our insurance requirements, as our risk pool and corporate council have recommended 2 million per occurrence and 5 million aggregate. Craig is asking that Financial Services have the ability to use 1 million per occurrence and 2 million aggregate in special instances so that those few entities can meet the insurance requirements and receive their award. The Commissioners agreed to this request.

Commissioner Linde referenced a request from Sheriff Udell for a BOCC letter of support to the Attorney General regarding proposal to expand the DEA program and requesting assistance for the fentanyl crisis in Yakima County. Commissioner Linde offered to draft the letter to be reviewed at Monday's work session.

8. ADJOURN

Commissioner McKinney MOTION: To Adjourn

Commissioner Curtis SECOND

Motion Passes. Meeting adjourned at 9:33 a.m.

All work sessions are recorded and will be available to view on the BOCC website at <https://www.yakimacounty.us/AgendaCenter/Board-of-Commissioners-2>.

APPROVED DATE

DATE/Minutes

SEP 05 2023

BOARD OF YAKIMA COUNTY COMMISSIONERS

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LaDon Linde, Chair

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Amanda McKinney, Commissioner

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Kyle Curtis, Commissioner

*Constituting the Board of County Commissioners  
for Yakima County, Washington*