



BOARD OF YAKIMA COUNTY COMMISSIONERS

Regular Meeting
Work Session

Friday, March 17, 2023, at 9:00 am

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

3/17/2023 - Minutes

1. CALL TO ORDER

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

PRESENT: Chair LaDon Linde, Commissioner Amanda McKinney, Legal Counsel Don Anderson, Clerk of the Board Julie Lawrence, Deputy Clerk of the Board Erin Franklin, Public Services Director Lisa Freund, Human Resources Senior Manager Judy Kendall, County Engineer Matt Pietrusiewicz, Financial Services Director Craig Warner, and guests.

Excused: Commissioner Kyle Curtis

2. PUBLIC COMMENT

No Public Comment Received.

3. PUBLIC SERVICES (20Minutes)

1. Interview Panel for the Code Enforcement Manager Position: Lisa Freund asked if one of the Commissioners would be available to sit in on the second round of interviews for this position. Commissioner McKinney volunteered, due to her frequent interactions with Public Services. Commissioner Linde offered to be her alternate in case of scheduling conflicts. Lisa stated that three candidates made it to the first round of interviews, and she is looking to schedule the second round for the end of next week.

2. Customer Surveys: Lisa detailed the three types of surveys offered to the public. Paper surveys are offered over-the-counter in English and Spanish. These surveys offer an additional option to fill out a follow-up email survey (launching beginning Monday, March 20th). Completion of the online survey is incentivized by offering people the ability to also sign up to "test drive" the Building Division's new expedited plan review. The third survey is a post-issuance customer survey that customers can fill out after having a permit issued. Lisa went on to describe the marketing and outreach for these surveys, and date from the 2021 over-the-counter survey results. Lisa confirmed that she would send her full presentation to the Board so that they could review the data more fully at their convenience. The Commissioners voiced their support for the surveys and for the launch of the expedited plan review.

4. HUMAN RESOURCES UPDATE (15 Minutes)

Judy Kendall presented two action memos to the Board. The first was from the Prosecutor's Office for a vacant B24 Senior Program Representative position to be reclassified as a C41 Paralegal 1 position before posting it for applications. The change would result in an increase of \$7,400, covered by departmental budget in the sales tax fund. The Commissioners approved this request.

The second request was from Financial Services for an exception to the recruitment policy for a temporary "extra help" position. This department has been very short staffed, and is hoping to specifically rehire a retired employee on a temporary basis to train and transfer knowledge to newly-hired staff. The employee retired in a D62 position, but is willing to return at a C43 (Accountant 2) position; he has already been volunteering his time to help cover the workload. The Commissioners approved this 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 March 21, 2023, Agenda.

Matt Pietrusiewicz was present to discuss County Roads' Resolution 73-2023. He explained that the County Road Administration Board is wanting all counties to adopt a policy to replace/restore any survey monuments (brass caps acting as landmarks) after roadwork is done. This was already Yakima County's practice; it is simply being turned into an official policy.

In response to Commissioner Linde's question about Human Services' Agreement 69-2023, Commissioner McKinney explained that this contract is being reduced and closed out, due to lack of documentation for eligible expenses.

After seeing the item from Department of Corrections, Commissioner McKinney was reminded of recent discussion in the legislature about requiring correctional facilities to only use exact prescription medications, not generic brands or substitutes. She and Commissioner Linde agreed that this would prove very challenging, as most of these facilities contract out for medical services and supplies. They also noted that most citizens already make use of generic brands or substitutes based on availability and insurance coverage.

6. COMMISSIONER UPDATES/ GENERAL DISCUSSION

The Commissioners agreed to postpone Commissioner Updates until Commissioner Curtis returns to office.

7. NEW BUSINESS

Craig Warner returned to discuss with the Board where the funding for the Crime Lab Assessment could come from, as this was not included in the 2023 budget. The hope would be to use the Three-Tenths sales tax funding for 2024 and beyond. There was an excess of these funds for 2022, and the carryover could be used for the 2023 Crime Lab Assessment instead of being allocated to the various departments. The Commissioners approved of this course of action.

In relation to the ARPA funds that were awarded for the Crime Lab, and in response to verbiage in a recent email, Commissioner McKinney clarified for the record that ARPA funds are ultimately County funds, not Federal funds. They are funds entrusted to the County by the Federal government, and the Board of County Commissioners was tasked with the process of carefully assessing and weighing community needs, allocating funding toward those needs as it saw fit, and tracking when and how funding is spent. The County, not the Federal government, would also be liable for any issues with the funding. Commissioner Linde concurred.

Commissioners McKinney and Linde wished the public a Happy St. Patrick's Day.

8. ADJOURN

Commissioner McKinney MOTION: To Adjourn

Commissioner Linde SECOND

Motion Passes to Adjourn. Meeting Adjourned at 9:39 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

DRAFT