

## Directors' Update

August 10, 2022

9 a.m.

Present: Commissioner Pollock, Commissioner Swope, Commissioner Grose, County Manager Erik Martin, Steve Wohld, Lee Napier, Josh Metcalf, Gary Fredricks, Becky Butler, Daleyn Coleman, Doug Carey, Connie Riker, Nic Scott, John Clark, Matt Jaeger, Grace Jimenez, Graham Gowing, Justia Madrigal, Lara McRea, Matt Thuston, Meja Handlen, Mindy Brooks, Kate Chatterton, Tammy Martin, Jonathan Meyer, Brittani Bonahoom

Guest(s): Little Miss Friendly finalists and their loved ones

Recorder: Rieva Lester

**Public comment:** None.

**Little Miss Friendly finalists:** The commissioners met the five Little Miss Friendly finalists:

- 9-year-old Gracelyn Briggs of Centralia
- 9-year-old Emma Britton of Chehalis
- 9-year-old Ella Hughes of Centralia
- 10-year-old Jaxsyn Lowrey of Adna
- 8-year-old Finley Swope of Centralia

### Resolutions

Josh Metcalf discussed a notice of hearing regarding a franchise to the City of Chehalis to construct, operate and maintain water and sewer facilities in Lewis County rights of way.

Josh discussed a notice of hearing regarding a franchise to Fatbeam, LLC to construct, operate and maintain telecommunication facilities in Lewis County rights of way.

Josh discussed a resolution to approve and authorize the Public Works Director to sign a Personal Services Agreement with Century West Engineering to complete an Airport Layout Plan Update for Toledo (TDO) - South Lewis County Airport and an Airport Master Plan Update for Packwood (55S) Airport.

Interim HR Director Daleyn Coleman said the following resolutions reflect COLAs effective Sept. 1, 2022; and Jan. 1, 2023, 2024 and 2025, as well as increases in employer contributions toward and increases in longevity pay. She said groups with a boot allowance will receive an additional \$50.

- Approve a collective bargaining agreement between Lewis County and the Sheriff's Support Services Guild from September 2022 to December 2025.
- Establish 2023-2025 medical rates to be paid by Lewis County for non-union employees.

- Amend the Lewis County Employee Handbook to adjust longevity pay for non-represented employees beginning January 1, 2023.
- Adjust salaries for non-represented employees effective September 1, 2022; January 1, 2023; January 1, 2024; and January 1, 2025.
- Approve a collective bargaining agreement between Lewis County and the Association of Lewis County Deputy Prosecuting Attorneys from September 2022 to December 2025.
- Approve a collective bargaining agreement between Lewis County and AFSCME 1341, representing Community Development & Public Works employees, from September 2022 to December 2025.
- Approve a collective bargaining agreement between Lewis County and Teamsters 252, representing the Supervisors Group, from September 2022 to December 2025.
- Approve a collective bargaining agreement between Lewis County and Teamsters 252, representing the Prosecutors Clerical Group, from September 2022 to December 2025.
- Approve a collective bargaining agreement between Lewis County and Teamsters 252, representing Juvenile Probation/Clerical Group, from September 2022 to December 2025.
- Approve a collective bargaining agreement between Lewis County and Teamsters 252, representing the Juvenile Detention Group, from September 2022 to December 2025.
- Approve a collective bargaining agreement between Lewis County and Teamsters 252, representing the Sheriff's Office Corrections Sergeants, from September 2022 to December 2025.
- Approve a collective bargaining agreement between Lewis County and Teamsters 252, representing the Combined Group, from September 2022 to December 2025.
- Approve a collective bargaining agreement between Lewis County and Teamsters 252, representing the Assessors Group, from September 2022 to December 2025.

Josh Metcalf discussed a hearing to adopt the amended 2022-2027 Six-Year Transportation Improvement Program (TIP) and 2022 Annual Construction Program (ACP).

**Commissioner Swope made a motion to move two notice items, two consent items, 14 deliberation items and one hearing to the Tuesday, Aug. 16, 2022, BOCC Business Meeting agenda. Commissioner Grose seconded. Motion passed 3-0.**

Commissioner Swope said he'd like to develop an advisory committee – comprised of individuals representing law, health and business owners – to review contracts regarding homeless services. The commissioners discussed the need for a bridge and the possibility of using the existing Board of Health Advisory Board.

### **Roundtable**

Steve Wohld thanked staff, volunteers and donors for their help with the fair. He noted that Public Works and Tyler Rentals have donated the use of several pieces of equipment.

Gary Fredricks encouraged the commissioners to share with him any thoughts regarding the hiring of the new WSU Extension director.

Becky Butler said the budget process has started. She discussed training available for OpenGov. Becky said Munis is being upgraded.

Jonathan Meyer and Brittani Bonahoom joined at 9:28 a.m.

Daleyn Coleman noted that HR / Risk will be short-staffed the week of Aug. 14.

Doug Carey said Phase I of the Juvenile project will wrap up later in the month.

John Clark said HVAC has been installed for Juvenile. He said remote control will be available.

Connie said fire extinguishers have been replaced at the fairgrounds. She discussed events planned for the Fair.

Meja Handlen said Dr. Wiley has joined the county team. She thanked Facilities and HR for their help.

Rieva Lester reminded the group there would be no Directors' Update on Aug. 17.

### **Wednesday Workshop**

**Prosecuting Attorney's Office - office changes / staffing request:** Jonathan Meyer said he is requesting the commissioners unfreeze the office assistant position in his office. He said the PA's Office will fill the Chief Deputy Prosecuting Attorney position in house, requiring some staffing changes. He said unfreezing the position would be a budget-neutral move. Jonathan said the chief position will be filled internally but that the attorney position being vacated will not be back-filled.

**Commissioner Swope made a motion to unfreeze the office assistant position in the PA's Office. Commissioner Grose seconded. Motion passed 3-0.**

**Personnel Action Form (PAF) signing authority:** The commissioners said they support the PAF process as presented. Erik Martin suggested creating a memo that explicitly spells out that the approval of the employee change doesn't mean the office or department's budget would be increased for subsequent years. Becky Butler said a review of hiring practices has shown that most offices and departments have hired replacements at lower levels.

**Review performance of public official:** At 9:58 a.m., Commissioner Pollock announced that the Board would be going into executive session under RCW 42.30.110(1)(g) for five minutes to review the performance of a public official.

Executive session started at 9:59 a.m.

Executive session ended at 10:04 a.m. Commissioner Pollock noted that no decisions had been made.

Meeting ended at 10:05 a.m.