

**Whatcom County
Council Finance and Administrative Services Committee**

**COUNTY COURTHOUSE
311 Grand Avenue, Ste #105
Bellingham, WA 98225-4038
(360) 778-5010**



Committee Minutes - Final

**Tuesday, August 10, 2021
9:45 AM
Virtual Meeting**

**VIRTUAL MEETING - ENDS BY 11:45 A.M. (TO PARTICIPATE, SEE
INSTRUCTIONS AT www.whatcomcounty.us/joinvirtualcouncil OR CALL
360.778.5010)**

COUNCILMEMBERS

Rud Browne
Tyler Byrd
Carol Frazey

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

Council Staff announced that Committee of the Whole Executive Session was still in progress and that this committee would start at 10 a.m.

The meeting started at 10 a.m. as announced.

Call To Order

Committee Chair Rud Browne called the meeting to order at 10 a.m. in a virtual meeting.

Roll Call

Present: 3 - Rud Browne, Tyler Byrd, and Carol Frazey

Absent: None

Also Present: Barry Buchanan, Todd Donovan, Ben Elenbaas, and Kathy Kershner

Announcements

Committee Discussion and Recommendation to Council

1. [AB2021-412](#) Ordinance amending the 2021 Whatcom County Budget, request no. 12, in the amount of \$1,506,763

Frazey stated she would like to move to amend the ordinance but a motion to approve had not yet been made.

Frazey moved that the Ordinance be RECOMMENDED FOR ADOPTION.

Frazey moved to amend the ordinance to remove the \$97,486 to fund less lethal device replacements as a result of recent legislation and stated she would like to hear more about why the County needs that replacement.

Doug Chadwick, Undersheriff, briefed the Councilmembers and answered questions about the size of the round on the new device, whether the velocity of the proposed launchers would be similar to a bean bag gun, what the round is made of, and whether the State will come back with clear definitions of what can be used.

Bill Elfo, Sheriff, briefed the Councilmembers on a recent incident in which officers had no less-lethal alternative, and strongly urged Council to approve this.

Donovan spoke about getting a written opinion from the Prosecutor.

Chadwick answered what will happen to the weapons that will be replaced, whether there is liability to the County for officers leaving the scene as in the example given by Elfo, whether the opinion of Whatcom County's legal representation that they should take the current shotguns out of service is also the opinion of other counties in the state, and whether the Council could read the memo from the Prosecuting Attorney.

Mike Hilley, Emergency Medical Services (EMS) Manager, answered questions about the difference in amount of the supplemental budget request of \$591,000 in this item to partially fund 5th medic unit implementation ("cost to activate 5th unit" on combined packet page 13) and the 5th Unit phase in costs of \$421,000 for 2021 as listed in AB2021-458 (combined packet page 128), why they are paying for ten firefighters, and whether that is different than the ten paramedics. Hilley stated that there was an error in the memo for AB2021-458 for personnel costs for 10 Paramedics. It should be \$1,416,000 instead of \$1,416 as listed under "Funding Amount and Source."

Clerk's note: Hilley stated that the amount of \$421,000 on packet page 128 was incorrect and then later changed that conclusion and explained why it was correct (see AB2021-458).

Frazey withdrew her motion to amend.

Frazey's motion that the Ordinance be RECOMMENDED FOR ADOPTION carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

2. [AB2021-390](#) Request authorization for the County Executive to enter into an Interlocal Agreement between Whatcom County and the Bellingham Housing Authority for the purposes of funding an EDI loan for phase 3 of the Samish Commons redevelopment project in the amount of \$750,000

Frazey moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:

Aye: 2 - Browne, and Frazey

Nay: 1 - Byrd

Absent: 0

3. [AB2021-410](#) Request authorization for the County Executive to enter into an interlocal agreement

between Whatcom County Flood Control Zone District and the Lummi Nation for the transfer of real property (Council acting as the Flood Control Zone District Board of Supervisors)

Frazezy moved that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

4. [AB2021-430](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Housing Authority of the City of Bellingham to receive American Rescue Plan Act (ARPA) funds in the amount of \$525,000 to construct phase 3 of the Samish Commons Project

Frazezy moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:

Aye: 2 - Browne, and Frazey

Nay: 1 - Byrd

Absent: 0

5. [AB2021-441](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington State Department of Ecology to administer and enforce sealing, tagging, and decommissioning of water wells, in an estimated annual amount of \$13,500

Frazezy moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION.

Sue Sullivan, Health Department, responded to a question about what they do to decommission a well.

Frazezy's motion that the Interlocal be RECOMMENDED FOR AUTHORIZATION carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

6. [AB2021-454](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Unity Care Northwest to provide reimbursement of professional and support services provided at Whatcom County's Community Vaccine Clinics, in the amount of \$55,950

Frazey moved that the Contract be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

7. [AB2021-458](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County, the City of Bellingam Fire Department and Fire Protection District No. 7 for costs associated with the implementation of the 5th medic unit in the amount of \$1,917,500

***Frazey moved* that the Interlocal be RECOMMENDED FOR AUTHORIZATION.**

Byrd suggested that they forward this item to Council without a recommendation pending correction of the amounts as discussed in AB2021-412.

Clerk's note: Mike Hilley, Emergency Medical Services (EMS) Manager, had a discussion earlier with Councilmembers (under AB2021-412 in this agenda) about an error in the amount for personnel costs for 10 Paramedics in the memo for this item and a supposed error in the amount for 5th Unit phase in costs for this item. See discussion under AB2021-412 and below.

Mike Hilley, Emergency Medical Services (EMS) Manager, stated that the dollar amount in this item (\$421,000) is correct after looking at it again and gave a more detailed explanation.

Tyler Schroeder, Executive's Office, answered a question about entering into a multi-year agreement for \$1.9 million when they are only approving a supplemental request for the \$500,000, and whether the contract should be approved before they approve a budget for the full amount.

Frazey's motion that the Interlocal be RECOMMENDED FOR AUTHORIZATION carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

8. [AB2021-459](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Snohomish Health District to provide COVID-related

isolation and quarantine to Snohomish County residents, in the amount of \$200 per resident, per day

Frazey moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION.

Erika Lautenbach, Health Department Director, briefed the Councilmembers and answered whether the County is paying for the facility until the end of September no matter what, and what happens after September when neither county (Whatcom or Snohomish) has a facility.

Frazey's motion that the Interlocal be RECOMMENDED FOR AUTHORIZATION carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

9. [AB2021-476](#) Resolution to adopt the Whatcom County Employee's Personnel Handbook
Karen Goens, Administrative Services Department, briefed the Councilmembers.

Frazey moved that the Resolution be RECOMMENDED FOR APPROVAL.

Councilmembers thanked Goens for her work on the handbook and wished her well in her upcoming retirement.

Frazey's motion that the Resolution be RECOMMENDED FOR APPROVAL carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

10. [AB2021-477](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington State Department of Social and Health Services to provide an advance in funding for DSHS-funded Developmental Disabilities Administration Programs, in an amount authorized of up to \$470,230

Frazey moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION.

Kathleen Roy, Health Department, briefed the Councilmembers.

Frazey's motion that the Interlocal be RECOMMENDED FOR

AUTHORIZATION carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

11. [AB2021-483](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Lydia Place to provide funding for additional motel rooms for families experiencing unsheltered homelessness in the amount of \$236,470 for a total amended contract amount of \$354,922

Frazey moved that the Contract be RECOMMENDED FOR AUTHORIZATION. The motion carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

Council "Consent Agenda" Items

1. [AB2021-427](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Cascadia Youth Mental Health to assess and support regional school substance use discipline policies and practice needs, in the amount of \$22,760 for a total amended contract amount of \$40,000

Frazey moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

2. [AB2021-428](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Northwest Educational Service District 189 for participation in the Regional Youth Marijuana Prevention and Education Program, in the amount of \$15,000

Browne moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

3. [AB2021-442](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Tacoma Pierce County Health Department for administration of the food handler permit program, in an estimated amount of \$80,732 per year

Frazey moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT.

Kathleen Roy, Health Department, answered whether Whatcom County is paying Tacoma-Pierce County or whether they are paying us.

Frazey's motion that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

4. [AB2021-443](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Skagit Valley College for the use of the Plantation Rifle Range to train personnel, in the amount of \$17,486.40

Browne moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT.

Mike McFarlane, Parks and Recreation Department Director, answered why the facility is called the "Plantation" Rifle Range.

Satpal Sidhu, County Executive, stated they are working on an ordinance that would address names of things and answered a question about the status of putting up multi-language signage.

Browne's motion that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

5. [AB2021-444](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Sedro-Woolley Police Department for the use of the Plantation Rifle Range to train personnel, in the amount of \$6,289.30

Browne moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 2 - Browne, and Frazey

Nay: 0

Absent: 0

Temp Absent: 1 - Byrd

6. [AB2021-445](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Bellingham Police Department for the use of the Plantation Rifle Range to train personnel, in the amount of \$26,381.85

Browne moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 2 - Browne, and Frazey

Nay: 0

Absent: 0

Temp Absent: 1 - Byrd

7. [AB2021-446](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Mount Vernon Police Department for the use of the Plantation Rifle Range to train personnel, in the amount of \$6,764.05

Browne moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 2 - Browne, and Frazey

Nay: 0

Absent: 0

Temp Absent: 1 - Byrd

8. [AB2021-448](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Marysville Police Department for the use of the Plantation Rifle Range to train personnel, in the amount of \$12,868.22

Browne moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 2 - Browne, and Frazey

Nay: 0

Absent: 0

Temp Absent: 1 - Byrd

9. [AB2021-449](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the Skagit County Sheriff's Office for the use of the Plantation Rifle Range to train personnel, in the amount of \$15,286.73

Browne moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 2 - Browne, and Frazey

Nay: 0

Absent: 0

Temp Absent: 1 - Byrd

10. [AB2021-452](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington State Department of Ecology for solid waste management compliance and litter and/or illegal dumping enforcement activities, in the amount of \$236,340

Frazey moved that the Interlocal be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 2 - Browne, and Frazey

Nay: 0

Absent: 0

Temp Absent: 1 - Byrd

11. [AB2021-468](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Trantech Engineering, LLC to provide engineering services to implement rehabilitation efforts on the existing Nulle Road/Friday Creek Bridge No. 106

Frazey moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

12. [AB2021-472](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Helmsman Management Services, LLC to provide administration of the County's self-insured Worker's Compensation Program in the amount of \$173,090

Frazezy moved that the Contract be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Browne, Byrd, and Frazey

Nay: 0

Absent: 0

13. [AB2021-478](#) Request approval for the County Executive to enter into a contract for a 3-year subscription to KnowBe4 for cyber security awareness training and simulated phishing software platform with SHI International Corporation, using the Washington State Contract #06016, in an amount not to exceed \$50,409.22

Frazey moved that the Bid Award be RECOMMENDED FOR AUTHORIZATION BY CONSENT.

Perry Rice, Administrative Services Department Information Technology Manager, answered a question about the vetting, origin and screening of the vendor, where the vendor's headquarters is located, and how it handles phishing emails.

Frazey's motion that the Bid Award be RECOMMENDED FOR AUTHORIZATION BY CONSENT carried by the following vote:

Aye: 2 - Byrd, and Frazey

Nay: 1 - Browne

Absent: 0

Items Added by Revision

There were no agenda items added by revision.

Other Business

There was no other business.

Adjournment

The meeting adjourned at 11:08 a.m.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WA

Rud Browne-via email 9/8/2021

Dana Brown-Davis, Council Clerk

Rud Browne, Committee Chair

Kristi Felbinger, Minutes Transcription

SIGNED COPY ON FILE