

**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, September 26, 2023
10:15 AM
Hybrid Meeting**

HYBRID MEETING - ADJOURNS BY 11:35 A.M., MAY BEGIN EARLY
(PARTICIPATE IN-PERSON, SEE REMOTE JOIN INSTRUCTIONS AT
www.whatcomcounty.us/joinvirtualcouncil, OR CALL 360.778.5010)

COUNCILMEMBERS

Todd Donovan
Carol Frazey
Kathy Kershner

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

Call To Order

Committee Chair Kathy Kershner called the meeting to order at 10:18 a.m. in a hybrid meeting.

Roll Call

Present: 3 - Todd Donovan, Carol Frazey, and Kathy Kershner

Also Present: Tyler Byrd, Barry Buchanan, Ben Elenbaas, and Kaylee Galloway

Announcements

Council "Consent Agenda" Items

Donovan moved to approve Consent Agenda items one through twenty-six.

Donovan stated he had a question on item number 26 (**AB2023-633**).

Mike Hilley, Emergency Medical Services (EMS) Manager, answered why the Fire Departments/Districts would not sign "Amendment 2" presented to them in February of 2023, and whether figuring out the amount that the various districts get is an annual process.

Councilmembers voted on the Consent items (see votes on individual items below).

1. [AB2023-551](#) Request authorization for the County Executive to sign the "Government Entity Release of All Claims" related to the settlement agreement between Altria and the settling government entity plaintiffs in the JUUL e-cigarette multi-district litigation (MDL)

Donovan moved that the Request for Motion be RECOMMENDED FOR APPROVAL. The motion carried by the following vote:

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

2. [AB2023-587](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Blaine School District to provide funding for a Behavioral Health Coach staff position, in the amount of \$315,000

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

3. [AB2023-594](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and Washington State Department of Health to deliver various public health services in the amount of \$1,893,352 for a total amended contract amount of \$14,071,769

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

4. [AB2023-595](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and Sanitary Service Company to lease the Cedarville and Birch Bay Transfer Stations, in the amount of \$6,997

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

5. [AB2023-598](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County, the seven cities, and the Whatcom Council of Governments concerning cost sharing associated with the 2025 Comprehensive Plan update and Urban Growth Area review, in the amount of \$600,000

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

6. [AB2023-599](#) Request authorization for County Executive to enter into an interlocal agreement amendment with Whatcom County Fire District 7 to increase the compensation for Community Paramedic Services in the amount of \$37,664 for a total amended amount of \$941,716

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

7. [AB2023-600](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Whatcom Family & Community Network to deliver youth prevention programs, in the amount of \$185,000

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

8. [AB2023-601](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Opportunity Council to provide pass through funding for direct public services to low- and moderate-income persons in Whatcom, Island, and San Juan Counties in the amount of \$134,000

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

9. [AB2023-602](#) Request authorization for the County Executive to enter into a contract between Whatcom County and the Washington State Department of Commerce to help cover a portion of the Victim/Witness Coordinator position salary and benefits in an amount not to exceed \$60,461.00

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

10. [AB2023-603](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and City of Bellingham for the removal of solid and hazardous waste related to encampments and illegal dump sites, in the amount of \$150,000

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

vote:

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

11. [AB2023-604](#) Request authorization for the County Executive to enter into a contract between Whatcom County and the United States Department of Interior, U.S. Geological Survey (USGS) to jointly fund stream gaging stations in the Nooksack River, in the amount of \$117,217 (Council acting as the Whatcom County Flood Control Zone District Board of Supervisors)

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

12. [AB2023-606](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington State Department of Children, Youth and Families for the Nurse Family Partnership Program, in the amount of \$378,495.59

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

13. [AB2023-607](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington State Health Care Authority for expansion of the LEAD Program, in the amount of \$1,175,834

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

14. [AB2023-608](#) Request approval for the County Executive to authorize the purchase of six (6) servers, using the Washington State Contract #05815, from CDW-G, in an amount not to exceed \$81,382.40

Donovan moved that the Bid Award be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following

vote:

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

15. [AB2023-611](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Whatcom Fire District No. 5 for fire protection services on park properties in the annual amount of \$283.18

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

16. [AB2023-614](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Mount Baker School District to provide funding for professional mental health services, in the amount of \$285,000

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

17. [AB2023-617](#) Request approval for the County Executive to award RFP #23-52, and authorization to enter into a 36-month lease with Global Lease Group for leasing four vehicles for the Sheriff's Office, in the amount of \$195,423.55

Donovan moved that the Bid Award be RECOMMENDED FOR AUTHORIZATION BY CONSENT. The motion carried by the following vote:

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

18. [AB2023-618](#) Request authorization for the County Executive to enter into a contract between Whatcom County and West Publishing - Thomson Reuters to provide a subscription agreement for an online database for legal research in the amount of \$212,244.10

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

19. [AB2023-619](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Whatcom Long Term Recovery Group in the amount of \$527,888 to support the County's efforts following the November 2021 flood event

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

20. [AB2023-620](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Whatcom Long Term Recovery Group in the amount of \$1,332,000 to support the County's efforts to aid those impacted by the November 2021 flood event

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

21. [AB2023-625](#) Request authorization for the County Executive to enter into a contract between Whatcom County and the Administrative Office of the Courts in the amount of \$191,377

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

22. [AB2023-626](#) Request authorization for County Executive to enter into an interlocal agreement between Whatcom County and Bellingham Fire Department for additional Medic 75 implementation costs in the amount of \$262,806.22

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

23. [AB2023-627](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Bellingham Fire Department for expenses related to onboarding lateral paramedics in the amount of \$138,100.36

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

24. [AB2023-629](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Lynden Fire Department for Medic 75 implementation costs in the amount of \$12,720.36

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

25. [AB2023-631](#) Request authorization for the County Executive to enter into an interlocal amendment between Whatcom County and Fire Protection District #5 to add the 2023 basic life support allocation in the amount of \$23,880.48 for a total compensation of \$85,635.87

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

26. [AB2023-633](#) Request authorization for the County Executive to enter into an interlocal amendment between the Fire Departments and Fire Agencies to extend the term and add the 2023 allocation for Basic Life Support Services in the amount of \$1,476,119.52 for a total compensation of \$7,427,409.07

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

Special Presentation

1. [AB2023-615](#) Report from the Human Resources Division of the Administrative Services Department

The following people read from a presentation (on file):

- Melissa Keeley, Administrative Services Department Human Resources
- Donnie LaPlante, Administrative Services Department Human Resources

They answered where we landed on the number of sessions that would be covered as a part of the Kepro Employee Assistance Program (EAP) contract and whether there have been any discussions about increasing that number or making more sessions available to those who might need it.

Galloway stated she would like to put those questions out there so the Council can think through what their options are if they need to put forward more funding.

Keeley continued the presentation.

Frazezy thanked the presenters for being creative with their recruitment ideas and for the increase in diversity training.

This agenda item was REPORTED.

Committee Discussion and Recommendation to Council

1. [AB2023-555](#) Ordinance amending Whatcom County Code Sections 1.08.090 and 1.08.170 to reflect amended Charter language related to signature requirements for initiatives

**Frazezy moved that the Ordinance be RECOMMENDED FOR ADOPTION.
The motion carried by the following vote:**

Aye: 2 - Frazezy, and Kershner

Nay: 0

Temp Absent: 1 - Donovan

2. [AB2023-585](#) Ordinance amending the 2023 Whatcom County Budget, request no. 13, in the amount of \$12,557,496 (supplemental amended to \$12,473,352)

Frazezy moved that the SUBSTITUTE Ordinance be RECOMMENDED FOR ADOPTION.

Kayla Schott-Bresler, Strategic Initiatives Special Programs Manager, answered if by approving this Council is also approving the revenue loss proposal that the Administration proposed at the last meeting, and she stated it would be the first step in the revenue loss plan. This moves the first \$2.3 million (to specific project-based budgets) and in October, they anticipate transferring another \$5.1 million in revenue loss to a newly established fund. She stated there is no net impact in the General Fund through these budget supplementals and the \$2.3 million is consistent with the Council spending plan.

Tyler Schroeder, Director of Administrative Services, answered how many positions are included in this supplemental and stated there are six positions.

Doug Chadwick, Undersheriff, answered and explained why the Administrative Lieutenant for the Corrections Bureau was removed from the proposed Budget Supplemental. They are looking at doing it in 2024.

Schott-Bresler, answered whether there is a fund being set up for the money they will be saving from the General Fund and whether that is in a separate agenda item.

Schroeder answered whether the Administration is confident we will be able to continue funding the positions through the current revenue sources we have, how many of the temporary ARPA-funded positions are in the Public Defender's Office and whether this will make those more permanent, and whether the Council will see another slate of requests from departments for the mid-biennium review since none of these are mid-biennium requests. He stated that is correct and he spoke about the mid-biennium review process.

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 0

3. [AB2023-591](#) Resolution amending the Flood Control Zone District & Subzones 2023 budget, request no. 2, in the amount of \$655,792

Frazey moved that the Resolution (FCZDBS) be RECOMMENDED FOR APPROVAL.

Gary Stoyka, Public Works Department, answered whether this is creating a position to help manage the Floodplain Integrated Planning (FLIP) process with Public Works, and he briefed the Councilmembers on grants for capacity. He answered what the Puget Sound watershed grants are and whether they are from State money.

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

Aye: 3 - Donovan, Frazey, and Kershner

Nay: 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 10:57 a.m.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WA

Kathy Kershner-via email 10/2/2023

Dana Brown-Davis, Council Clerk

Kathy Kershner, Committee Chair

Kristi Felbinger, Minutes Transcription

SIGNED COPY ON FILE