

**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, February 22, 2022
10 AM
Virtual Meeting**

VIRTUAL MEETING - ADJOURNS BY NOON (TO PARTICIPATE, SEE INSTRUCTIONS AT www.whatcomcounty.us/joinvirtualcouncil OR CALL 360.778.5010); AGENDA REVISED 2.22.2022

COUNCILMEMBERS

Tyler Byrd
Carol Frazey
Kathy Kershner

CLERK OF THE COUNCIL

Dana Brown-Davis, C.M.C.

Call To Order

Committee Chair Tyler Byrd called the meeting to order at 10 a.m. in a virtual meeting.

Roll Call

Present: 3 - Tyler Byrd, Carol Frazey, and Kathy Kershner

Absent: None

Also Present: Barry Buchanan, Todd Donovan, Ben Elenbaas, and Kaylee Galloway

Announcements

Special Presentation

1. [AB2022-115](#) Update on the November 2021 floods and presentation of lessons learned
John Gargett, Division of Emergency Management, presented. He and Councilmembers discussed how requests for more staff for emergency response would come to the Council and from which department, looking at the required level of staffing in the upcoming budget review process, including in employee contracts a responsibility of County employees to fill and be trained for an emergency role, whether the Climate Impact Advisory Committee could give recommendations on what we need to do to respond to these types of climate emergencies and make sure our Emergency Operations Center (EOC) is adequately staffed, relying more on community partners for staffing the Incident Command in a disaster and not so heavily on County staff, having one funnel for disseminating information out to those volunteers, separating out emergency response and recovery scenarios when planning for staffing, setting an expectation that volunteers need to show up, being more proactive in our management because of climate change by doing things such as managing drainages and restoring drainage function, getting swift water teams in place, considering the Navy's model for collateral duties and determining those for County staff in emergencies, and whether Gargett has a list of positions that would be needed in different emergency situations.

Satpal Sidhu, County Executive, answered whether someone from Human Resources (HR) could come to the meeting in two weeks to discuss how the County might be able to formalize emergency duties into the contracts and he spoke about how the COVID-19 pandemic tested the limits of the nation's systems, waiting for the COVID-19 response study, re-writing the Division of Emergency Management manual, and looking beyond personnel to things such as how to plan for being cut off from supplies because of

supply chain issues, and scheduling a future discussion on what we can do and how we should connect with the other bodies at the county level as well as at the state and federal level.

Gargett stated they continue to build relationships with our Canadian partners to be able to support each other, and Elenbaas spoke about tying job titles to certain positions in an emergency response and having an expectation that a change in job title requires employees to train for that collateral duty before the change of job title can be complete.

This agenda item was PRESENTED AND DISCUSSED.

2. [AB2022-135](#) Presentation from Gina Stark regarding the Port of Bellingham's work on the County's broadband investments

Gina Stark, Port of Bellingham, presented and answered a question regarding affordability and whether there are any sorts of mechanisms to make sure there is a lower cost basic package available for people who are getting this service.

This agenda item was PRESENTED.

Committee Discussion and Recommendation to Council

1. [AB2022-086](#) Ordinance amending the 2022 Whatcom County Budget, request no. 5, in the amount of \$7,750,231

Frazey moved that the Ordinance be RECOMMENDED FOR ADOPTION.

Councilmembers discussed not having so many items included in this type of Ordinance at the same time.

Mike Hilley, Emergency Medical Services (EMS) Manager, answered questions related to the EMS Fund requests for gurneys and power system units and whether this is the start of the County rolling into new technology or whether it is just a one-off request, whether additional requests in the coming weeks will include the units in the City of Bellingham, whether the timeline for expenses related to renovations in Lynden are going to correspond with the outcomes of the EMS levy renewal or whether it is sufficient to move forward regardless of what may happen in November, whether new EMS members would be hired to staff the medic unit in Lynden or whether they would be hired within the Union family.

The following people responded to questions about the request to fund COVID isolation services from FEMA grant proceeds:

- Kathleen Roy, Health Department

- Erika Lautenbach, Health Department Director
- Brad Bennett, Administrative Services Department Finance

They and Councilmembers discussed whether this is additional funding or the same funding that was discussed two weeks ago and what this particular request is for, having staff from the Administration and Finance come and outline exactly the process for these types of requests, the process for having to submit emergent requests ahead of time and whether the funds are still needed now, getting clarity on actual versus budget and the actions that the Council has taken since November on these facilities so that they can see what they are approving and so that it is clear to the public, and whether budget supplemental requests should be presented by department or by individual items so that Councilmembers can ask questions and not approve the things they do not wish to.

Frazeys motion that the Ordinance be RECOMMENDED FOR ADOPTION carried by the following vote:

Aye: 1 - Frazeys

Nay: 0

Absent: 0

Abstain: 2 - Byrd, and Kershner

2. [AB2022-088](#) Ordinance closing the State Street Building Acquisition and Improvement Fund 348

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

Aye: 3 - Byrd, Frazeys, and Kershner

Nay: 0

Absent: 0

3. [AB2022-089](#) Ordinance establishing the Way Station Project Fund and establishing a project based budget for the Way Station Project

Frazeys moved that the Ordinance be RECOMMENDED FOR ADOPTION.

Rob Ney, Administrative Services Department Facilities, briefed the Councilmembers.

Frazeys motion that the Ordinance be RECOMMENDED FOR ADOPTION carried by the following vote:

Aye: 2 - Frazeys, and Kershner

Nay: 1 - Byrd

Absent: 0

Council "Consent Agenda" Items

Frazey clarified that Consent Agenda item number ten was withdrawn from the agenda.

Donovan stated he would ask for discussion on item number two this evening.

Royce Buckingham, Prosecuting Attorney's Office, stated he was available if they wanted to have discussion on item two now in Committee.

Byrd moved to approve Consent Agenda items one through nine. Councilmembers voted on those items (see votes on individual items below).

1. [AB2022-037](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Flex Financial, a division of Stryker Sales Corporation, for two additional gurneys not included in the original agreement, increasing the agreement by \$116,700.03

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

2. [AB2022-074](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Cascadia Law Group, PLLC for legal advice, in the amount of \$60,000 for a total amended amount of \$100,000

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

3. [AB2022-081](#) Request authorization for the County Executive to enter into an interlocal agreement

between Whatcom County and the City of Lynden for alterations to Fire Station 75 in the amount of \$150,000

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

4. [AB2022-101](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Bellingham Technical College for accreditation services for the paramedic training program, in the amount of \$42,200

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

5. [AB2022-107](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Lifeline Connections for psychiatric services in the amount of \$187,200.00

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

6. [AB2022-112](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Whatcom Community College to provide Adult Basic Education and GED classes to people residing in the county jail in the amount of \$60,524.00

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

7. [AB2022-116](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Opportunity Council to operate the Whatcom Homeless Service Center in the amount of \$574,760 for a total amended contract amount of \$2,225,008

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

8. [AB2022-117](#) Request authorization for the County Executive to enter into an interlocal agreement amendment between Whatcom County and Washington State Department of Commerce to provide resources to obtain and maintain housing stability to people who are experiencing homelessness, in the amount of \$282,878 for a total amended agreement amount of \$7,824,102

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

9. [AB2022-126](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Bird's Eye Medical to provide COVID-19 vaccine administration services at community vaccine clinics, in the amount of \$275,000 for a total amended contract amount of \$315,000

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

Aye: 3 - Byrd, Frazey, and Kershner

Nay: 0

Absent: 0

10. [AB2022-130](#) Request authorization for the County Executive to enter into a contract between

Whatcom County and Opportunity Council to build a health, resource, and service navigation system that will provide timely connection of parents and children, pre-natal to five years, to a range of protective and supportive services, in the amount of \$77,797

This agenda item was WITHDRAWN.

Items Added by Revision

There were no agenda items added by revision (but AB2022-130 was withdrawn from the agenda by revision).

Other Business

Kershner stated it would be helpful to have a presentation from the Finance Department on how we pass a budget to how County money is authorized, allocated, approved, and spent and in what formats along the way.

Adjournment

The meeting adjourned at 12:11 p.m.

ATTEST:

WHATCOM COUNTY COUNCIL
WHATCOM COUNTY, WA

Tyler Byrd-via email 2/25/2022

Dana Brown-Davis, Council Clerk

Tyler Byrd, Committee Chair

Kristi Felbinger, Minutes Transcription

SIGNED COPY ON FILE