

# **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**

**VIRTUAL MEETING - ENDS NO LATER THAN 11 A.M.**

**Tuesday, October 13, 2020**

**9:10 AM**

**Virtual Meeting**

### **COUNCILMEMBERS**

Rud Browne  
Tyler Byrd  
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 9:10 a.m. in a virtual meeting.

## **Roll Call**

**Present:** 3 - Rud Browne, Tyler Byrd and Kathy Kershner

**Absent:** None

Also present: Barry Buchanan, Carol Frazey, Ben Elenbaas, and Todd Donovan

## **Special Presentation**

1. [AB2020-344](#) Presentation from Mike Hilley regarding the Whatcom County EMS System  
*Clerk's note:* The meeting needed to be called to order again because one of the recordings had not yet started.

Mike Hilley, Emergency Medical Services (EMS) Manager, continued a presentation (on file) that he began on September 29, 2020 and shared a document on the screen. He answered what the acronym "GEMT" stands for (Ground Emergency Medical Transport Reimbursement), and whether the plan is to build the EMS fund balance beyond a year's worth of operating expenses to build another station at some point.

Satpal Sidhu, County Executive, spoke about 2020 initiatives relating to behavioral health and how EMS will be a good organization to work with on efforts of behavioral health response.

Hilley continued to answer questions about the voter approval rate needed for the levy and gave an overview of what he does.

**This agenda item was PRESENTED.**

2. [AB2020-437](#) Budget update from Deputy Executive Tyler Schroeder  
Tyler Schroeder, Executive's Office, gave a presentation (on file).

He and the following staff spoke:

- Steve Oliver, County Treasurer
- Satpal Sidhu, County Executive
- Brad Bennett, Administrative Services Department

Staff answered questions about how the projected budget lapse and shortfall

are calculated, how new requests and transfers to jail for operations fit into the projected expenditures, where the biggest risk is to the budget moving forward, getting updated figures for property and sales tax revenue before passing the budget, what the burn rate is and how much is going toward COVID-19 related expenses each month, whether that includes positions that were created because of the crisis, and how those expenses would affect the budget without CARES Act dollars.

Dana Brown-Davis, Clerk of the Council, answered questions about adding an agenda item to hear from specific departments about their budgets.

Staff and Councilmembers discussed what level of fund balance should be maintained in the General Fund, how it relates to the County's ability to borrow, what percent of reserves the County is currently maintaining, policy for fund balance requirements, what percentage the ending fund balance is projected for 2022, the actual lowest point of the year when it comes to fund balance, and how much lower that is than at the beginning of the year.

**This agenda item was PRESENTED.**

3. [AB2020-327](#) Report on Criminal Justice Case Management Systems Project

Perry Rice, Administrative Services Department, gave a presentation (on file).

He and the following staff discussed the item with Councilmembers:

- Starck Follis, Public Defender's Office

They answered why the County would use separate systems as opposed to one integrated system, whether there is an existing requirement that some of the systems be kept separate, how the systems would work together, and whether the portal allows multiple vendors to communicate and share information using the same protocol.

**This agenda item was REPORTED.**

### **Committee Discussion and Recommendation to Council**

1. [AB2020-394](#) Request authorization for the County Executive to enter into an Interagency Agreement between Whatcom County Flood Control Zone District and Puget Sound Partnership for coordination of the Whatcom County Local Integrating Organization (LIO), in the amount of \$125,000.00 (Council acting as the Whatcom County Flood Control District Board of Supervisors)

***Browne moved*** that the contract be recommended for authorization.

Gary Stoyka, Public Works Department, stated he did not have a staff report.

**Browne's motion that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION carried by the following vote:**

**Aye:** 3 - Browne, Byrd and Kershner

**Nay:** 0

**Absent:** 0

2. [AB2020-424](#) Request permission for the County Executive and the County Council to enter into a Joint Funding Agreement between the Whatcom County Flood Control Zone District (FCZD) and the United States Geological Survey (USGS); (Council acting as the FCZD Board of Supervisors)

***Browne moved*** that the contract be recommended for authorization.

Gary Stoyka, Public Works Department, stated he did not have a staff report. He answered a question about the cost share and why Whatcom County is paying more than the usual share.

**Browne's motion that the Contract (FCZDBS) be RECOMMENDED FOR AUTHORIZATION carried by the following vote:**

**Aye:** 3 - Browne, Byrd and Kershner

**Nay:** 0

**Absent:** 0

3. [AB2020-409](#) Ordinance increasing community oversight and transparency to establish fair contract negotiations

Byrd stated this item is withdrawn from the Committee agenda but will be on the Council agenda.

**This agenda item was WITHDRAWN.**

### **Council "Consent Agenda" Items**

1. [AB2020-423](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Western Washington University to employ eligible students participating in the Federal Off-Campus Work Study Program, at an estimated amount between \$500 to \$2,000 per per student, per quarter

***Browne moved*** that the interlocal be recommended for authorization by consent.

Kathleen Roy, Health Department, briefed the Councilmembers and answered questions about the total amount and how many students that would allow for.

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

**Aye:** 3 - Browne, Byrd and Kershner

**Nay:** 0

**Absent:** 0

2. [AB2020-420](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Maul Foster & Alongi, Inc. to update the Comprehensive Solid and Hazardous Waste Management Plan, in the amount of \$113,000

***Browne moved*** that the Contract be recommended for authorization by consent.

Jeff Hegedus, Health Department, stated he did not have a staff report. He answered whether there was only one bidder for the contract, how much the County paid for the development of the plan in 2016, how long it takes to develop the solid waste management plan, whether the scope has changed since the last time, when the plan will be completed, whether there would be a cost savings for travel expenses due to virtual meetings, whether a decision has to be made on this today, whether they could put it out for other bid responders, whether there is a cut-off for when the work has to be done, and who in the Finance Department does the Request for Proposals (RFP).

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

**Aye:** 3 - Browne, Byrd and Kershner

**Nay:** 0

**Absent:** 0

3. [AB2020-425](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Snohomish Health District to provide prevention services for tobacco and vapor devices to Whatcom County residents, in the amount of \$12,500

***Kershner moved*** that the Interlocal be recommended for authorization by consent.

Alyssa Pavitt, Health Department, stated she did not have a staff report.

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

**Aye:** 3 - Browne, Byrd and Kershner

**Nay:** 0

**Absent:** 0

4. [AB2020-427](#) Resolution in the matter of the sale of surplus personal property and setting a date for public hearing, pursuant to WCC 1.10

***Kershner moved*** that the Resolution be recommended for authorization by consent.

Councilmembers discussed specific items on the list.

**Kershner's motion that the Resolution be RECOMMENDED FOR  
AUTHORIZATION BY CONSENT carried by the following vote:**

**Aye:** 3 - Browne, Byrd and Kershner

**Nay:** 0

**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 11:07 a.m.

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WA

**Tyler Byrd-via email 10/15/2020**

\_\_\_\_\_  
Dana Brown-Davis, Council Clerk

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Tyler Byrd, Committee Chair

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Kristi Felbinger, Minutes Transcription

SIGNED COPY ON FILE