

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

COUNTY COURTHOUSE  
311 Grand Avenue, Ste #105  
Bellingham, WA 98225-4038  
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**Committee Minutes - Draft Minutes**

VIRTUAL MEETING - VIEW ONLINE; ENDS NO LATER  
THAN 11:45 P.M.

**Tuesday, November 10, 2020**

**9:25 AM**

**Virtual Meeting**

**COUNCILMEMBERS**

Rud Browne  
Tyler Byrd  
Kathy Kershner

**CLERK OF THE COUNCIL**

Dana Brown-Davis, C.M.C.

## Call To Order

### Roll Call

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

**Absent:** None

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

### Committee Discussion and Recommendation to Council

1. [AB2020-449](#) Ordinance amending the project budget for the Civic Center Improvement Fund, Request No. 1 in the amount of \$4,350,000

Rob Ney, Administrative Services Department, briefed the Councilmembers and answered whether they are reducing the scope as well as reducing the cost, which floor of the Civic Center is not currently being used, and whether it would be better to break the project into smaller projects.

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

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

**Nay:** 0

**Absent:** 0

2. [AB2020-450](#) Ordinance amending the 2020 Whatcom County Budget, request no. 20, in the amount of \$4,476,128

***Browne moved*** that the Ordinance be recommended for adoption.

Diana Bradrick, County Auditor, briefed the Councilmembers on the Election Reserve Fund item in the Ordinance and Councilmembers acknowledged the Auditor's Office work in the current election. She answered whether 6,000 people registered to vote between the August Primary Election and the General Election and whether the State is making progress on a computer glitch that caused people to get two ballots.

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

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

**Nay:** 0

**Absent:** 0

3. [AB2020-492](#) Request authorization for the County Executive to enter into a FEMA Public Assistance grant contract between Whatcom County and the Washington State Military Department for the emergency protective measures as well as the repair and restoration of damaged public facilities as approved by FEMA in project worksheets describing eligible scopes of work and associated funding

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

Randy Rydel, Public Works Department, briefed the Councilmembers.

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

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

**Nay:** 0

**Absent:** 0

4. [AB2020-503](#) Resolution approving a salary schedule and policies for Unrepresented Whatcom County Employees effective January 1, 2021, through December 31, 2021

**Kershner moved that the Resolution be RECOMMENDED FOR APPROVAL. The motion carried by the following vote:**

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

**Nay:** 0

**Absent:** 0

5. [AB2020-521](#) Request authorization for the County Executive to enter into a contract amendment between G6 Hospitality Properties, LLC and Whatcom County to extend the lease term through February 28, 2021 with the option to extend an additional three months through May 30, 2021 at an increased of \$10,000 in the monthly base rent

*Kershner moved* that the substitute contract be recommended for authorization.

The following people spoke and answered questions:

- Tyler Schroeder, Executive's Office
- Anne Deacon, Health Department
- Satpal Sidhu, County Executive

Schroeder and Deacon briefed the Councilmembers and stated that the agreement was updated to give the County full utilization of the rooms for either isolation and quarantine or lodging homeless households.

Sidhu stated that if the CARES Act dollars sunset and the County uses FEMA funding they will have to look at it again because the FEMA funding does not cover every type of use. He, Schroeder, and Deacon answered when the sunset would likely occur, how much CARES Act funding is left, whether someone has been identified to manage the program, when the County will be able to start using the rooms, and whether a case manager would need to be on site at all times.

**Kershner's motion that the SUBSTITUTE Contract be RECOMMENDED FOR AUTHORIZATION carried by the following vote:**

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

**Nay:** 0

**Absent:** 0

6. [AB2020-526](#) Resolution requesting the County transition from paper to digital and decrease our environmental impact, streamline processes, support transparency, and cut expenses

***Browne moved*** that the Resolution be recommended for approval.

Councilmembers discussed the timeline for going digital and what it is based on, the baseline for lease and supply costs, what technology and change of process will be needed between now and then, and what the cost for that will be.

Satpal Sidhu, County Executive, stated he likes the idea but he cautioned that it is an example of an unfunded mandate. It will need more definition and someone will need to take this on. The Administration may ask for funding once they understand it more.

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

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

**Nay:** 0

**Absent:** 0

7. [AB2020-527](#) Resolution requesting Whatcom County distribute surplus computers and similar devices to the community

***Kershner moved*** that the Resolution be recommended for approval.

Councilmembers discussed the item with the following people:

- Satpal Sidhu, County Executive
- Brad Bennett, Administrative Services Department

They discussed similar programs and how well they have worked, partnering with non-profit organizations to implement the proposed program, how old the computers in question are, what staff time would be involved, and how often the County turns over computers.

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

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

**Nay:** 0

**Absent:** 0

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

1. [AB2020-475](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Downtown Bellingham Partnership to reimburse operational losses due to COVID-19, in the amount of \$56,033

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

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

**Nay:** 0

**Absent:** 0

2. [AB2020-515](#) Request authorization for County Executive to enter into contract between Whatcom County and Aha! Childcare and Family Learning Center for economic losses due to COVID-19 in an amount not to exceed \$45,000

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

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

**Nay:** 0

**Absent:** 0

3. [AB2020-516](#) Request authorization for County Executive to enter into an agreement between Whatcom County and Gabriel's Art Kids for economic losses due to COVID-19 in an amount not to exceed \$90,000

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

Tyler Schroeder, Executive's Office, answered questions about Gabriel's Art Kids and the service they provide.

**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

4. [AB2020-517](#) Request authorization for the County Executive to enter into an agreement between Whatcom County and The Seedlings Early Learning Center, Inc. for economic losses due to COVID-19 in an amount not to exceed \$50,000

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

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

**Nay:** 0

**Absent:** 0

5. [AB2020-518](#) Request authorization for County Executive to enter into a contract amendment between Whatcom County and MORE Smiles Learning for economic losses due to COVID-19 in the amount of \$50,000 for a total amended contract amount not to exceed \$100,000

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

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

**Nay:** 0

**Absent:** 0

6. [AB2020-519](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Whatcom Family YMCA for economic losses due to COVID-19 in the amount of \$131,000 for a total amended contract amount not to exceed \$426,221

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

Tyler Schroeder, Executive's Office, answered a question about the use of the funds to offset charges incurred by parents by the YMCA when schools were shut down, whether this funding is for gross revenue losses or specific losses, and whether there is more detail on this item.

**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

7. [AB2020-499](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Mt Baker School District for reimbursement of eligible COVID-related PPE expenses, in the amount of \$94,325

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

The following staff answered questions:

- Kathleen Roy, Health Department
- Erika Lautenbach, Health Department Director

Staff answered whether the school districts have a separate funding stream that they are also applying for to receive COVID-19 support dollars or whether they are just relying on what the Council is approving.

**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

8. [AB2020-505](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Nooksack Valley School District for reimbursement of eligible COVID-related PPE and technology expenses, in the amount of \$82,755

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

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

Nay: 0

Absent: 0

9. [AB2020-506](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Lynden School District for reimbursement of eligible COVID-related technology expenses, in the amount of \$146,025

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

10. [AB2020-507](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Blaine School District for reimbursement of eligible COVID-related PPE and technology expenses, in the amount of \$94,905

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

Aye: 3 - Browne, Byrd and Kershner

Nay: 0

Absent: 0

11. [AB2020-476](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and Washington Department of Fish and Wildlife for FY2019 Operation Stonegarden (OPSG), in the amount \$25,000

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

Doug Chadwick, Undersheriff, answered whether this item would get a Department of Fish and Wildlife law enforcement officer in Whatcom County more often than they otherwise would be.

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

Aye: 2 - Byrd and Kershner

Nay: 0

Absent: 0

**Temp Absent:** 1 - Browne

12. [AB2020-477](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and City of Sumas for FY2019 Operation Stonegarden (OPSG), in the amount of \$60,000.00

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

**Aye:** 2 - Byrd and Kershner

**Nay:** 0

**Absent:** 0

**Temp Absent:** 1 - Browne

13. [AB2020-478](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and City of Lynden for FY2019 Operation Stonegarden (OPSG), in the amount of \$30,000.00

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

**Aye:** 2 - Byrd and Kershner

**Nay:** 0

**Absent:** 0

**Temp Absent:** 1 - Browne

14. [AB2020-479](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Ferndale for FY2019 Operation Stonegarden (OPSG) in the amount of \$30,000

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

**Aye:** 2 - Byrd and Kershner

**Nay:** 0

**Absent:** 0

**Temp Absent:** 1 - Browne

15. [AB2020-480](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and the City of Everson for FY2019 Operation

Stonegarden (OPSG) in the amount of \$60,000

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

**Aye:** 2 - Byrd and Kershner

**Nay:** 0

**Absent:** 0

**Temp Absent:** 1 - Browne

16. [AB2020-481](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and City of Blaine for FY2019 Operation Stonegarden (OPSG) in the amount of \$31,948.00

Councilmembers began to discuss the item. They then skipped to AB2020-474 and began to discuss that item. See motion and vote on this item after AB2020-474.

17. [AB2020-474](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Whidbey Telephone Company for Communications Site Lease, in the amount of \$33,155.94

Doug Chadwick, Undersheriff, briefed the councilmembers.

Council staff stated that they should be on AB2020-481 but they allowed Chadwick to continue his brief. See motion and vote on this item after AB2020-481 below.

16. [AB2020-481](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and City of Blaine for FY2019 Operation Stonegarden (OPSG) in the amount of \$31,948.00

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

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

**Nay:** 0

**Absent:** 0

17. [AB2020-474](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Whidbey Telephone Company for Communications Site Lease, in the amount of \$33,155.94

***Kershner moved*** that the Contract be recommended for authorization by

consent.

Doug Chadwick, Undersheriff, answered whether the height of the tower is higher than allowed.

**Kershner'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

18. [AB2020-482](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and U.S. Department of Justice Organized Crime Drug Enforcement Task Forces (OCDETF) for reimbursement of overtime of Whatcom County Sheriff's Office Deputies engaged in Federal Organized Crime Drug Enforcement Task Force investigations, in the amount of \$10,000.00

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

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

**Nay:** 0

**Absent:** 0

19. [AB2020-483](#) Request authorization for the County Executive to enter into an interlocal agreement between Whatcom County and U.S. Department of Justice Organized Crime Drug Enforcement Task Forces (OCDETF) for reimbursement of overtime of Whatcom County Sheriff's Office Deputies engaged in Federal Organized Crime Drug Enforcement Task Force investigations, in the amount of \$2,500.00

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

Doug Chadwick, Undersheriff, answered why it is a separate contract from AB2020-482.

**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

20. [AB2020-488](#) Request authorization for the County Executive to enter into a contract between Whatcom County and Securus Technologies, LLC to provide Inmate Communication Services for commission percentage rates of 30% months 1-36, 47% months 37-48 and 55% months 49+

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

The following staff briefed the Councilmembers and answered questions:

- Wendy Jones, Sheriff's Office
- Caleb Erickson, Sheriff's Office

They answered questions about what a typical inmate call costs, whether the County makes money on this service and how much it makes, how much the County makes for each call above the costs of the program, how many phones there are, why the County is charging for the service, why existing lines from the previous carrier cannot be used and whether they require separate hardware, what additional services are included in the contract, whether the number of phone lines will be increased, whether the cost of the bandwidth is covered, whether the County records or monitors the phone calls, why they do not use a voice line to lower costs, and whether they could allow someone to talk free of charge.

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

**Aye:** 2 - Browne and Kershner

**Nay:** 0

**Absent:** 0

**Abstain:** 1 - Byrd

21. [AB2020-500](#) Request authorization for the County Executive to enter into a contract amendment between Whatcom County and Julota to renew the annual contract and integrate the Advanced DataMart Interface in the amount of \$46,088.80 for a total amended contract amount of \$85,021.30

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

Anne Deacon, Health Department, briefed the Councilmembers.

**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

### **Items Added by Revision**

There were no agenda items added by revision.

### **Other Business**

Byrd stated that he would like to use a portion of unused CARES Act funding to buy tiny homes through Pallet Shelter in Seattle.

The following people discussed the request with the Councilmembers:

- Anne Deacon, Health Department
- Tyler Schroeder, Executive's Office

Councilmembers and staff discussed whether there is a location ready to go to put the shelters, whether this is a viable "Plan B" to the Byron Street facility, whether other people are on board with the plan, where the money and responsibility for managing and facilitating would come from, where the units could be located, the need for a plan that includes a budget for operation costs and full engagement from the City of Bellingham, using them as isolation units or cold winter weather shelter, demonstrating that the idea has support from the City of Bellingham and the Sheriff's Department, how much the idea has been fleshed out with the Administration, whether CARES Act or grant money could be used and the timelines for the grants, whether the shelters could be purchased now and stored for future use, and whether there is a plan in place for the unused CARES Act dollars.

### **Adjournment**

The meeting adjourned at 11:39 a.m.

ATTEST:

WHATCOM COUNTY COUNCIL  
WHATCOM COUNTY, WA

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

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Tyler Byrd, Committee Chair

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Kristi Felbinger, Minutes Transcription