

SKAGIT COUNTY COMMISSIONERS' AGENDA

I. MONDAY, DECEMBER 23, 2013:

- a) *8:30 a.m. – 10:30 a.m. Briefing – County Commissioners/County Administrator
- b) 1:00 p.m. – 1:15 p.m. Sheriff's Office – Will Reichardt, Sheriff:
 - 1. Presentation: Community Integration Program
- c) 1:15 p.m. – 1:30 p.m. Budget and Finance - Trisha Logue, Director:
 - 1. Public Hearing to Consider Testimony Regarding Amending the 2013 Skagit County Budget
- d) 1:30 p.m. – 2:00 p.m. Consent Agenda, Vouchers, Warrants and Miscellaneous Items
- e) *2:00 p.m. – 4:00 p.m. Executive Session (None Scheduled as of the Date of this Notice)

II. TUESDAY, DECEMBER 24, 2013:

CLOSURE DAY – COUNTY OFFICES CLOSED

III. WEDNESDAY, DECEMBER 25, 2013:

CHRISTMAS HOLIDAY OBSERVED – COUNTY OFFICES CLOSED

MONDAY, DECEMBER 23, 2013: BID OPENING (*Public Works Staff and Clerk of the Board*)

2:00 p.m. (or as soon thereafter) Two (2) Latest Model Oil Distributor Trucks

FUTURE BID OPENINGS:

Monday, January 13, 2014, 2:00 p.m. Maintenance Materials with Annual Purchases Expected to Exceed \$25,000

Monday, January 13, 2014, 2:30 p.m. Rental Equipment with Annual Expenditures Expected to Exceed \$25,000

NOTE: ALL TIMES ARE ESTIMATES TO ASSIST IN SCHEDULING AND MAY BE CHANGED SUBJECT TO THE BUSINESS OF THE DAY AT THE BOARD'S DISCRETION

MEETINGS WILL BE HELD AT 1800 CONTINENTAL PLACE, MOUNT VERNON, UNLESS NOTED OTHERWISE

Except for the items marked with an asterisk *, these sessions will be telecast live on Comcast Channel 21 and re-broadcast on Wave broadband - Channel 3, Thursdays at 12:00 noon and at 7:00 p.m.; Anacortes AT&T Cable - Channel 10, Fridays at 2:00 p.m. and at 7:00 p.m.; and Comcast Channel 21 daily at 12:00 noon and 6:00 p.m.

IV. CONSENT AGENDA FOR MONDAY, DECEMBER 23, 2013 (items 1 through 45):

a) COMMISSIONERS:

1. Record of the Proceedings for Monday, December 16, 2013.

b) ADMINISTRATIVE SERVICES:

2. Personal Services Agreement with Robert K. Weidner to serve as the Washington, D.C. government relations advisor for Skagit County and other counties of the Evergreen Forest County Group. The Agreement shall commence on January 1, 2014, and continue December 31, 2014. Compensation shall not exceed \$10,000.

c) COMMUNITY SERVICES:

3. Personal Services Agreement with Northwest Youth Services to distribute Homeless Housing Assistance funds pursuant to Substitute House Bill 2163 and House Bill 2331. Northwest Youth Services will operate the Skagit County Transitional Living, providing at least fourteen (14) housing units to homeless and runaway youth aged 16 to 21 years. In addition to housing, Northwest Youth Services will provide program participants with housing, case management, vocational support services, mental health treatment, drug and alcohol services, and transportation assistance. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$35,000.
4. Personal Services Agreement with Anacortes Family Center to distribute Homeless Housing and Assistance funds pursuant to Substitute House Bill 2163 and House Bill 2331. Anacortes Family Center will provide shelter and basic needs to an estimated five hundred (500) to six hundred (600) individuals. The interim housing program will provide up to sixty (60) bed nights of housing for over one hundred and twenty (120) individuals. In addition housing, Anacortes Family Center will provide intensive interim housing program clients with wrap-around case management and life skills education services. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$53,010.
5. Personal Services Agreement with Phoenix Recovery Services to provide chemical dependency services to individuals enrolled in Skagit County Family Treatment Court. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$25,000 and is funded by the .1% sales tax.
6. Personal Services Agreement with Phoenix Recovery Services to provide recovery support services to enrolled WA-CARES program eligible clients. The Agreement shall commenced on January 1, 2014, and continue until September 30, 2014. Compensation shall not exceed \$30,051 and is funded by the Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment.
7. Personal Services Agreement with Island Hospital to provide mental health services with the primary goals of stabilization of problematic symptoms and/or behaviors and the promotion of ongoing recovery. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$20,000.
8. Personal Services Agreement with Skagit Habitat for Humanity to distribute low-income housing funds pursuant to House Bill 2060. Funding will be used to reimburse Skagit Habitat for Humanity for the costs resulting from the purchase of building rights for a buildable lot in Channel Cove in La Conner. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$25,000.
9. Personal Services Agreement with Phoenix Recovery Services to provide chemical dependency treatment services for individuals observing or enrolled in Drug Court and DUI Court. The Agreement shall commence on January 1, 2014, and continue until September 30, 2014. Compensation shall not exceed \$150,000 and is funded by a Bureau of Justice Assistance Grant.
10. Amendment No. 2 to Personal Services Agreement No. C20120544 with Phoenix Recovery Services to provide urinalysis testing for Mental Health Court participants. The original Agreement commenced on January 1, 2013, the purpose of this Amendment is to extend the term of the Agreement from December 31, 2013, to June 30, 2014. This Amendment increases compensation by \$11,000 for a new compensation amount not to exceed \$63,000 which is

funded by the .1% sales tax. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect.

11. Personal Services Agreement with Community Action of Skagit County to distribute Homeless Housing and Assistance funds pursuant to Substitute House Bill 2163 and House Bill 2331. Skagit County Community Action Agency will provide shelter and transitional housing at ten (10) fully furnished apartments at the William J. Shuler Family Development Center. During 2014, an estimated fifty-nine (59) homeless families will be served through shelter services and twenty (20) to thirty (30) families each month will be served through transitional housing. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$209,653.
12. Personal Services Agreement with Shifa Health, PLLC to provide mental health services with the primary goals of stabilization of problematic symptoms and/or behaviors, and the promotion of ongoing recovery. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$30,000 and is funded by the .1% sales tax.
13. Personal Services Agreement with Community Action of Skagit County to distribute Homeless Housing and Assistance funds pursuant to Substitute House Bill 2163 and House Bill 2331. Community Action of Skagit County will collaboratively implement with a variety of community stakeholders, and resources, to coordinate the Project Homeless Connect event which is based on the national model in which individuals and families facing homelessness are offered an array of same-day services at one location from a variety of providers. Project Homeless Connect will serve approximately three-hundred and fifty (350) to four hundred (400) people, representing seven-hundred (700) to eight-hundred and fifty (850) household members at its 2014 event. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$5,000.
14. Personal Services Agreement with Home Trust of Skagit to distribute low-income housing funds pursuant to House Bill 2060 to provide subsidies for two (2) or more low-income families. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$65,000.
15. Personal Services Agreement with People First to provide self-advocacy, leadership development, and recreational opportunities for individuals with development disabilities and their family members. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$5,300 and is funded Developmental Disability Millage funds.
16. Amendment No. 1 to Personal Services Agreement No. C20120568 with Compass Health to provide integrated mental health and chemical dependency treatment services for up to twenty (20) Skagit county Mental Health Court clients. The original Agreement commenced on January 1, 2013, the purpose of this Amendment is to extend the term of the Agreement from December 31, 2013, to June 30, 2014. This Amendment revises Exhibit "B" Scope of Work and increases compensation by \$20,000 for new compensation amount not to exceed \$115,000. All other terms and conditions of the original Agreement shall remain in effect.
17. Personal Services Agreement with Pioneer Human Services to manage the sixteen (16) bed, adult, voluntary Skagit County Crisis Center to provide integrated state-certified sub-acute detoxification and mental health crisis stabilization services. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$566,592 and is funded by the .1% sales tax.
18. Personal Services Agreement with Phoenix Recovery Services to provide urinalysis testing and mental health services to individuals referred for participation in Skagit County's Adult Felony Drug Court. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$40,000.
19. Personal Services Agreement with Pioneer Human Services to provide the services and staff necessary for or incidental to the performance of the Residential Substance Abuse Treatment (RSAT) program. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$340,000 and is funded by the .1% sales tax.
20. Personal Services Agreement with Paul Douhan to provide mental health services with the primary goals of stabilization of problematic symptoms and/or behaviors and the promotion of

ongoing recovery. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$10,000.

21. Personal Services Agreement with Compass Health to distribute Homeless Housing and Assistance funds pursuant to Substitute House Bill 2163 and House Bill 2331. Compass Health will operate its Housing Assistance Voucher program by providing housing vouchers to serve approximately one-hundred and ten (110) eligible low-income tenants. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$46,345.
22. Personal Services Agreement with Skagit Valley Hospitality Association dba Friendship House to distribute Homeless Housing and Assistance funds pursuant to Substitute House Bill 2163 and House Bill 2331. Friendship House will operate a men's shelter, women's shelter and two (2) transitional living houses, seven (7) days per week, three-hundred and sixty-five (365) days for the year 2014. Friendship House will provide local homeless and individuals, and women with children with shelter, basic needs, assessment and referral to community resources to approximately seven-hundred (700) individuals. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$75,000.
23. Personal Services Agreement with United General Hospital to provide enhanced funding from the Partnership for Success (PFS) grant award for substance abuse prevention programs and services to high-need communities currently receiving funding to implement the Community Prevention and Wellness Initiative (CPWI). The Agreement shall commence on the date of execution and continue until September 30, 2014. Compensation shall not exceed \$29,662 and is funded by the PFS grant award.
24. Interlocal Cooperative Agreement with Northwest Educational Service District 189 to provide behavioral health intervention and treatment services for children in grades K-8 in all seven (7) school districts in Skagit County. The services will be community-based, school-connected, culturally competent, developmentally appropriate and accessible to families. The Agreement shall commence on January 1, 2014, and continue until August 31, 2014. Compensation shall not exceed \$400,333 and is funded by the .1% sales tax.
25. Personal Services Agreement with Sea Mar Community Health to provide mental health services with the primary goals of stabilization of problematic symptoms and/or behaviors and the promotion of ongoing recovery. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$20,000 and is funded by the .1% sales tax.

d) HUMAN RESOURCES:

26. Resolution establishing salary levels for certain Skagit County Elected Officials for 2014.
27. Resolution establishing 2014 compensation rates for regular full-time and regular part-time non-represented employees and health and welfare benefit rates for all Skagit County Employees.

e) INFORMATION SERVICES:

28. Personal Services Agreement with David Lowrance to provide audio-visual production services for both in-house for Skagit County and on location for Skagit 21. The Agreement shall commence on the date of execution and continue until December 31, 2014. Compensation shall not exceed \$40,000.
29. Addendum No. 1 to Dark Fiber Optic Lease Agreement No. C20120063 with Black Rock Cable to install fiber lines. The purpose of this Addendum is to provide a fiber license for one (1) single mode fiber between Skagit County and the Anacortes Police Department for access to the County Spillman system. The term for this connection will be for one (1) year and shall thereafter be on a month-to-month basis. Compensation for this Addendum shall not exceed \$392 per month or \$4,704 per year for a new compensation amount not to exceed \$35,844, plus applicable fees, utility taxes and other taxes. All other terms and conditions of the original Agreement shall remain in effect.
30. Product Support & Enhancement Agreement with Xerox Government Systems, LLC for the Skagit County Superior Court Jury Data Merge and Component System Manager Maintenance. Xerox, as the successor in interest to Omni-Tech Systems Ltd, shall continue to provide the

services that were previously provided by Omni-Tech Systems Ltd. The Agreement shall commence on the date of execution, has an initial yearly support cost of \$7,882 and is non-terminating.

f) PLANNING AND DEVELOPMENT SERVICES:

31. Personal Services Agreement with The Drain Doctor to provide operation and maintenance for the Edison sub-area large on-site septic collection and treatment system. The Agreement shall commence on January 1, 2014, and continue until December 31, 2015. Compensation for the first year shall not exceed \$10,855.20 and \$11,180.86 for the second year for routine work. Work done after hours, weekends or holidays shall be billed at \$49 to \$79.50 per hour. Any costs for materials will be billed at cost plus ten (10) percent for shipping and handling.

g) PROSECUTING ATTORNEY:

32. Interlocal Cooperative Agreement with the Cities of Anacortes, Burlington, Mount Vernon, and Sedro-Woolley for the functioning of a Skagit County Multiple Agency Response Team (SMART) that will conduct or assist in investigations of incidents that will benefit from the use of resources of multiple law enforcement agencies. The Agreement shall commence on the date of execution and continue until terminated. Each municipality shall be responsible for its own costs associated with this Agreement.

33. Personal Services Agreement with Orland D. Freeman to provide process service and related services for the Skagit County Prosecuting Attorney's Family Support, Civil, and Criminal Divisions. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$10,000.

h) PUBLIC DEFENDER:

34. Personal Services Agreement with Jennifer C. Schroeder to prepare court transcripts as needed upon the specific request by the Skagit County Public Defender. The Agreement shall commence on January 1, 2014, and shall continue until December 31, 2014. Compensation shall not exceed \$5,000.

35. Personal Services Agreement with Orland D. Freeman to provide process service and related services for the Skagit County Public Defender. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$5,000.

36. Personal Services Agreement with Todd Schwiesow dba Quantum Investigations and Security to provide investigation services as requested by the Skagit County Public Defender. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$70,000.

37. Personal Services Agreement with Shauna Snyder dba Skepton Investigations to provide investigation services as requested by the Skagit County Public Defender. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$70,000.

i) PUBLIC WORKS:

38. Resolution initiating County Road Projects listed within the 2014 Annual Construction Program: 1) Resurfacing of Asphalt Roads: Higgins Airport Way and Old Highway 99 North Road and 2) Removal and Replacement of the Remaining Old Breakwater on the Anacortes side of the Guemes Ferry Terminal.

39. Local Agency Standard Consultant Agreement with AZIZ Engineering Company to provide geotechnical and geostructual engineering services for the Bow Hill Road Reconstruction Project #ES21200-6. The Agreement shall commence on the date of execution and continue until December 31, 2016. Compensation shall not exceed \$59,000 for the three (3) year period.

40. Amendment No. 1 to Communications Site Lease Agreement for the Rockport Solid Waste Site, Contract No. 004862 with the Washington State Department of Transportation. The original Agreement commenced on December 1, 1999, and continues until December 1, 2024, with the right to apply for renewal for an additional twenty-five (25) year period. The purpose of this Amendment is to amend the "Section V – Improvements, Facilities, and Equipment" portion of

the original Agreement in order to allow the Washington State Department of Transportation and the Washington State Patrol to alter existing radio facilities. All other terms and conditions of the original shall remain in effect.

41. Amendment No. 2 to Personal Services Agreement No. C20120143 with The Watershed Company to assist with culvert replacements for the benefit of fish passage. The original Agreement commenced on April 9, 2012, the purpose of this Amendment is to extend the term of the Agreement from December 31, 2013, to March 31, 2014 to allow for adequate time to complete culvert designs. All other terms and conditions of the original Agreement and subsequent Amendment shall remain in effect including the total compensation amount not to exceed 98,840 which is funded 33 1/3% by Clean Water funds; 33 1/3% by Drainage funds; and 33 1/3% by Public Works Road funds.
42. Personal Services Agreement with The Language Exchange, Inc. to provide interpretation and translation services as requested by the Skagit County Public Works Department. The Agreement shall commence on January 1, 2014, and continue until December 31, 2015. Compensation shall not exceed \$3,000 for the two (2) year period.

j) SHERIFF:

43. Vendor Services Agreement with J & J Cleaners, Inc. dba Modern Cleaners to provide laundering, dry cleaning and sewing of employee uniforms. The Agreement shall commence on January 1, 2014, and shall continue for one year. Compensation shall not exceed \$5,000.
44. Personal Services Agreement with Daniel Selove, MD to perform a complete and thorough examination of any evidence provided by the Skagit County Sheriff's office. The Agreement shall commence on January 1, 2014, and continue until December 31, 2018. Compensation shall not exceed \$10,000 per calendar year.

k) SUPERIOR COURT:

45. Personal Services Agreement with Northwest Family & Children's Services to provide guardian ad litem service, and legal representation in eligible juvenile dependency proceedings filed in Skagit County Superior Court. The Agreement shall commence on January 1, 2014, and continue until December 31, 2014. Compensation shall not exceed \$156,000.

V. RATIFICATION AGENDA (items 46 through 51):

l) ADMINISTRATIVE SERVICES:

46. Resolution authorizing the ratification of a Personal Services Agreement with Emergency Services Consulting International (ESCI) to provide consultants to attend meetings to discuss the Emergency Medical System (EMS) Evaluation and Management Plan and recommendations. Contract negotiations, setting the term, scope, and compensation amount were not finalized prior to the start date of November 1, 2013.
47. Personal Services Agreement with Emergency Consulting International (ESCI) to provide consultants to attend meetings and discuss the Emergency Medical System (EMS) System Evaluation and Management Plan and recommendations. The Agreement commenced on November 1, 2013, and shall continue until May 30, 2014. Compensation shall not exceed \$15,000.

m) HEALTH:

48. Resolution authorizing the ratification of a Personal Services Agreement with Pioneer Center North to provide drug addiction and tuberculosis treatment, along with all other applicable medical care to a patient who currently has tuberculosis disease. The contract was not available for signature until after the commencement date of December 1, 2013.
49. Personal Services Agreement with Pioneer Center North to provide drug addiction and tuberculosis treatment, along with all other applicable medical care to a patient who currently has tuberculosis disease. The Agreement commenced on December 1, 2013, and terminated on December 2, 2013. Compensation for the two (2) day treatment shall not exceed \$234.

n) SUPERIOR COURT:

50. Resolution authorizing the ratification of Interagency Agreement IAA14222 with the State of Washington Administrative Office of the Courts (AOC) to improve the quality and availability of court interpreter services for Limited English Proficient “LEP”, deaf, and hard of hearing persons in accordance with Chapters 2.42 and 2.43 of the Revised Code of Washington (RCW). Finalization of the Agreement was delayed because AOC had only recently determined the amount of funding available for reimbursement to Skagit County for the period of performance from July 1, 2013, through August 31, 2014, and interpreter services have continued to be provided.
51. Interagency Agreement IAA14222 with the State of Washington Administrative Office of the Courts (AOC) to improve the quality and availability of court interpreter services for Limited English Proficient “LEP”, deaf, and hard of hearing persons in accordance with Chapters 2.42 and 2.43 of the Revised Code of Washington (RCW). The Agreement commenced on July 1, 2013, and shall until through August 31, 2014. Reimbursement to Skagit County shall not exceed \$8,435.