

## COMMISSIONERS' PROCEEDINGS

### Regular Meeting Adams County Services Building, Othello

July 9, 2003  
(Wednesday)

#### Call to Order @ 9:00 a.m.

#### Present:

Chairman Rudy Plager  
Vice-Chairman Richard Johnson  
Commissioner Jeffrey W. Stevens

#### Executive Session

Executive session held from 9:00 a.m. until 9:20 a.m. under RCW 42.30.110(1)(g) – employee evaluation – with Kate Brueske.

#### Community Mental Health Services License

Commissioner Johnson moved, Stevens seconded, to *authorize the Chairman to sign the Application for Community Mental Health Services License*. **Motion carried unanimously.** This license provides for emergency crisis intervention, case management, psychiatric treatment, and counseling and psychotherapy services.

#### Property Lease

Commissioner Stevens moved, Johnson seconded, to *authorize the Chairman to sign the property lease between Ritzville Motor Co., Long Beach, CA and Adams County Community Counseling Services, Othello, WA for a one year lease on property located at 120 E. Main at \$400 per month*. **Motion carried unanimously.**

#### Division of Alcohol and Substance Abuse

Commissioner Johnson moved, Stevens seconded, to *authorize the Chairman to sign the County Program Agreement #0363-26854 between DSHS Division of Alcohol and Substance Abuse and Adams County for a total fiscal year 7/1/03 to 6/30/05 award of \$451,135*. **Motion carried unanimously.**

### **Strengthening Families Program**

Commissioner Johnson moved, Stevens seconded, to *authorize the Chairman to sign the following Strengthening Families Program documents:*

- *Contract with Iglesia Bethel De Las Asambleas De Dios De Mexico to provide kitchen services – session meals;*
- *Contracts with Stella Sanchez, Patrice Dial, Sarah Reeve, Josh Tovar, Amber Giles, Elizabeth Keele, and Norma Aroyo to provide professional services @ \$630 each;*
- *Contract with Jessica Gomez to provide child care services @ \$270*

**Motion carried unanimously.**

### **Community Counseling Staffing**

Director Brueske requested and received authorization to fill the vacant bilingual case manager position with a bilingual masters level person.

Authorization was given to fill the vacant administrative assistant position in Ritzville either by utilizing the services of a current part-time Health District employee or advertisement.

### **Behavioral Health Specialist**

Commissioner Stevens moved, Johnson seconded, to *authorize the Chairman to sign the Agreement between Adams County Counseling Services and Adams County Health District for Counseling to provide behavioral health specialist visits to pregnant and/or women with children up to age 1 under the Maternity Support Services guidelines for the period 10/01/03 to 12/31/03. Motion carried unanimously.*

### **Juvenile Department**

Director Gowan along with his staff provided an information packet to the Board reflecting job responsibilities for each staff member. The Board inquired about specific programs, expenditures, staffing levels, and, departmental goals. Questions from the general public in attendance were heard. An additional informational session is scheduled for Wednesday, July 23, 2003, at 10:00 a.m.

### **Juvenile Staffing**

Authorization was given to proceed with hiring a temporary full-time employee to replace another employee while out on medical/maternity leave. This position will be compensated on an hourly basis and will receive no benefits.

**Recess @11:20 a.m.**

**Reconvene @ 11:47 a.m.**

**Building Inspection Services**

Director Wiltse discussed the agreements with Washtucna and Lind to provide building inspection services and how these services correlate with current town code. Agreements may require amendments to comply with current rules.

**Credit Card Policy**

Commissioner Stevens moved, Johnson seconded, to *approve Resolution No. R-65-03 In the Matter of Establishing a "Pilot" County Credit Card Policy. Motion carried unanimously.* This policy is applicable to and governing only those employees of the Adams County Sheriff's Office; and, the policy shall operate under temporary status as a "pilot" program until December 31, 2003, at which time it will be reviewed for any modifications or extensions.

**Fair Barn Surplus**

Verbal notification was received that the successful bidder on the surplus wire/tin at the Adams County fairgrounds declined to follow through on the bid. The Fair Board was authorized ascertain interest from others and to sell at an agreed upon price. If no one is interested, the items will be removed for disposal.

**Correspondence Received**

Copy of letter from City of Othello, Curt Andrews to County Building and Planning Department, Loren Wiltse re: Othello Urban Growth Area

**Adjournment @ 12:35 p.m.**

Submitted:  
s/Linda Reimer, MMC  
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS  
ADAMS COUNTY, WASHINGTON  
s/Rudy Plager, Chairman

s/Richard Johnson, Vice-Chairman  
s/Jeffrey W. Stevens, Commissioner

**RESOLUTION NO. R-65-03**

**ORDER OF BOARD OF COUNTY COMMISSIONERS  
ADAMS COUNTY, WASHINGTON**

**IN THE MATTER OF ESTABLISHING A "PILOT" COUNTY CREDIT CARD POLICY**

**WHEREAS**, the establishment of a county credit card policy along with the issuance of a county credit card has been discussed on numerous occasions throughout the past few years; and,

**WHEREAS**, training and conference attendance is often required of certain personnel and costs for these events places a burden upon the employee's personal finances;

**THEREFORE BE IT RESOLVED THAT**

- the attached "Adams County Sheriff's Office Credit Card Policy" is adopted;
- this policy is applicable to and governing only those employees of the Adams County Sheriff's Office;
- this policy shall operate under temporary status as a "pilot" program and is effective until December 31, 2003, at which time it will be reviewed for any modifications or extensions.

**AND, BE IT FURTHER RESOLVED THAT** this policy shall be deemed an amendment to the Adams County Personnel Policy and shall be identified as Section 19.

**DATED** this 9<sup>th</sup> day of July, 2003.

BOARD OF COUNTY COMMISSIONERS  
ADAMS COUNTY, WASHINGTON  
s/Rudy Plager, Chairman  
s/Richard Johnson, Vice-Chairman  
s/Jeffrey W. Stevens, Commissioner

ATTEST:  
s/Linda Reimer, MMC  
Clerk of the Board