

## **COMMISSIONERS' PROCEEDINGS**

### **Regular Meeting**

**Ritzville, Washington**

**October 6, 2004**

(Wednesday)

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

#### **Present:**

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

#### **Prosecutor Office Staffing**

Prosecutor Flyckt discussed staffing needs and the inability to find an individual that qualifies for the paralegal position opening. The matter will be discussed with Gary Hunt, Human Resources, to make the necessary modifications to facilitate filling the position.

Flyckt discussed Coroner duties. Deputy Attorney compensation was discussed along with a request for salary increase for those positions.

**Recess @ 12:00**

**Reconvene @ 1:00 p.m. in Public Works Conference Room**

### **2005 Budget Review Sessions**

#### **Auditor**

Auditor McBroom:

- salary increases for four elected officials
- HAVA capital outlay costs to run elections and handle voter registrations including direct recording devices for physically challenged to vote with one unit in Ritzville and one unit in Othello
- revenue projections
- revenue within Auditor's O&M fund considered sufficient to support continuation of part time recorder position budgeted at 1,300 hours/year – **HR Gary Hunt to review positions in office and**

**make recommendation regarding continuation of part-time recorder position**

- agreed to research possibility of privatizing vehicle licensing services provided current staffing level of office was not reduced by diverting one full time position to the management of the new office

**Ritzville District Court**

Judge Hille:

- clarified specific revenue line item projections
- discussed case filing statistics and collection percentages
- reviewed staffing level and workloads – **Board by consensus approved continuance of a part-time position in 2005 starting at R6S1; HR Gary Hunt will review details of position and facilitate matters with the Union**

**Central Services**

Dale Cantrell:

- savings to be realized in Central Services budget as well as Current Expense budget if Video Conferencing with Martin Hall is terminated and a contract for transportation of juveniles is executed
- classes through Big Bend Community College well received but payments and billing procedures to be modified
- reviewed computer/printer replacement policy
- reviewed telephone costs

**Superior Court Clerk**

Paulette Gibler:

- reviewed positive/negative impact of part-time temporary position v. positive impact of full-time deputy – **Board made no decision as to continuation of part-time temp position in 2005**
- reviewed revenue collections and status
- requested three full-time staff in the office to be reinstated
- requested promotion of deputy position 1402 to “chief deputy” position 1401 and then filling position 1402 – **Board denied promotion and subsequently refilling of position 1402;**
- responded that scanning assistance from Central Services staff person to assist department would not impact daily work load and therefore additional full time staff needed
- **Board informed Clerk that Position 1401 was going to be eliminated this date**

### **Developmental Disabilities**

Cindy Doyle:

- Fund 117T designated as transportation reserve fund for a future van purchase
- additional clients working in Thrift Store
- sales at Thrift Store and at Mini Thrift Store going better than expected
- restructure of department reviewed and discussed with proposal to go from 2 ft and 3 permanent pt staff TO 1 ft, 5 permanent pt staff and 1 temp staff working 1 day/week and on-call – **Board by consensus approved department restructure and requested itemized personnel detail for the 2005 budget**

### **Superior Court Clerk Staffing**

Commissioner Stevens moved, Johnson seconded, to *approve Resolution No. R-85-04 In the Matter of Eliminating Position No. 1401, Chief Deputy Clerk in the Superior Court Clerks Office. Motion carried.*

### **Adjournment @ 4:30 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-85 04**

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

**IN THE MATTER OF ELIMINATING POSITION NO. 1401, CHIEF DEPUTY CLERK IN  
THE SUPERIOR COURT CLERKS OFFICE**

**WHEREAS**, Position No. 1401 is currently un-funded and budgetary constraints preclude funding the position in the future;

**THEREFORE BE IT RESOLVED** that Position No. 1401 Chief Deputy Clerk is hereby eliminated.

**DATED** this 6<sup>th</sup> day of October, 2004.

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