

COMMISSIONERS' PROCEEDINGS

**Regular Meeting
Adams County Courthouse
Ritzville, Washington**

**November 3, 2021
(Wednesday)**

Call to Order @ 9:00 a.m.

Present:

Chairman Dan C. Blankenship
Vice-Chairman Terrance J. Thompson
Commissioner Jay R. Weise

Departmental Update – Geographic Information System (GIS)

Geographic Information System (GIS) Director Stolsig provided the Board updates of GIS departmental goals and projects.

Departmental Update – Emergency Management

Emergency Management Director Duffey provided the Board updates of Emergency Management departmental goals and projects.

Departmental Update – Central Services

Central Services Director Boness provided the Board updates of Central Services departmental goals and projects.

Sheriff's Department

Sheriff Wagner requested authorization to adjust the salary of the Civil Deputy position. Wagner presented qualifications of an applicant noting, based on background and prior experience, placement above what is currently the starting salary is warranted. Wagner requested and received **consensus authorization to offer applicant Scott Lind the Civil Deputy position with compensation set at Range 2, Step 5, on the Adams County Exempt Employee Salary Schedule.**

Departmental Update – Building and Planning

Building and Planning Director Wiltse, along with Assistant Building and Planning Director Lorenz, provided the Board updates of Building and Planning departmental goals and projects.

Employee Evaluation

Executive Session was held under RCW 42.30.110(1)(g) – “...to review the performance of a public employee.: Employee evaluation was held from 11:00 a.m. until 11:55 a.m. Building and Planning Director Loren Wiltse was present. Additionally present was Prosecutor Flyckt.

Recess @ 12:00

Reconvene @ 1:00 p.m.

Executive Session

The Board recessed into Executive Session at 1:00 p.m. for fifteen (15) minutes under RCW 42.30.110(1)(i) – “...to discuss with legal counsel representing the agency litigation or potential litigation...”. Additionally present were Prosecutor Flyckt and Sheriff Wagner.

At 1:14 p.m. the Board reconvened from Executive Session. No action taken.

Executive Session

At 1:15 p.m. the Board recessed into Executive Session for fifteen (15) minutes under RCW 42.30.140(4)(b) – “that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.” Additionally present was Prosecutor Flyckt.

At 1:30 p.m. the Board reconvened from Executive Session. No action taken.

Elected Official Forum

A forum with elected officials was held with the following topics presented for discussion:

1. Advantages of Set Hire Dates – 1st and 16th of the month (impacts of insurance, retirement, and reclassifications).
2. Personnel Files and Evaluations – location of files, retention issues.
3. Public Records Requests – acknowledgement of request, satisfaction of requests, fees.

4. Budget Process – presentations during the public hearing process.
5. Internal County Issues – communication is necessary when/if conflicts arise, building security.
6. Future Topics or Presentations.

Each elected official was asked to provide updates on activities in their respective offices:

- Assessor Rodriguez – levies, taxing districts, different functions of the office and the processes they are currently working on, still have an open position to fill.
- Auditor Hunt – budget season, elections, would like to utilize credit card payments.
- County Clerk – auditing of old files, would like to utilize credit card payments.
- Commissioners – numerous projects
- District Courts – Judge Russell was unavailable. A main concern of the Court is security and absence of the scanner program is creating a back-log.
- Prosecutor – currently two vacant positions in his office as well as the Othello office. Significant criminal cases being adjudicated.
- Sheriff – exemplary job performed by staff regarding recent homicides. Bobbi Hunt is now processing public records, evidence building will be under construction, office has several vacancies in dispatch and corrections. One new road deputy has been hired. Scott Lind will be joining the Sheriff's office as Civil Deputy.
- Treasurer – one position is open in her office. Property taxes are being processed.

There is no other elected official forum scheduled for this year.

Adjournment @ 2:40 p.m.

Submitted:
s/Patricia J. Phillips, CMC
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Dan C. Blankenship, Chairman
s/Terrance J. Thompson, Vice-Chairman
s/Jay R. Weise, Commissioner