

COMMISSIONERS' PROCEEDINGS

Regular Meeting
Adams County Courthouse
Ritzville, Washington

September 17, 2014
(Wednesday)

Call to Order @ 9:00 a.m.

Present:

Chairman Jeffrey W. Stevens
Vice-Chairman John N. Marshall
Commissioner Roger L. Hartwig

[9:03:35 AM](#)

Budget Workshop

Auditor Hunt presented the preliminary budget for 2015 including departmental expenditure requests along with the history 2013 actual, 2014 budgeted and 2014 year to date.

[9:27:09 AM](#)

Safety Procedures Meeting

The Board held a safety and evacuation procedure meeting with elected officials and department heads. The meeting was held in the Public Works conference room from 10:00 a.m. until 11:00 a.m.

Emergency Management Director Jay Weise facilitated the meeting discussing the following:

- Emergency Action Plan Template that will include
 - evacuation routes
 - assembly points after evacuation
 - emergency telephone numbers
 - utility company contacts
 - emergency reporting and evacuation procedures
 - telephone bomb threats checklist
 - severe weather or natural disasters
 - critical operations identification
 - continuity of operations plan

- Emergency Alarm System integration into telephone system
- Each department with a vault will need to submit the combination to Facilities Manager Dennis Sackmann
- Formation of a safety committee to meet frequently to facilitate a plan, with meetings occurring quarterly after plan is in place
- Training for elected officials and department heads
- First aid training for all employees

[11:47:11 AM](#)

Audit of Fiscal 2013

The Board met with Auditor Hunt, Treasurer Danekas and Prosecutor Flyckt regarding the Audit Fiscal 2013. On September 15, 2014, Prosecutor Flyckt informed the Board of the State Auditor's Office proposal of giving the Board the option of closing the audit and moving forward or extending it for thirty (30) days with the opportunity to possibly correct the financial statements. Assistant State Auditor Lisa Nolan informed Mr. Flyckt that there will be a finding that the statements were not accurate regardless of which option the Board chose.

The Board expressed their disappointment in the handling of the audit and the lack of communication on the part of the state auditing team.

Commissioner Hartwig moved, Marshall seconded, to have Prosecutor Flyckt notify the State Auditor's Office that the County is electing to close the audit at this point in time. **Motion carried unanimously.**

[11:52:44 AM](#)

Adjournment @ 12:00

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

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jeffrey W. Stevens, Chairman
s/John N. Marshall, Vice-Chairman
s/Roger L. Hartwig, Commissioner