



WORK SESSION AGENDA

BOARD OF CLALLAM COUNTY COMMISSIONERS

223 East 4th Street Room 160

Port Angeles, Washington

Monday, May 9, 2022 – 8:00 a.m.

Board of Clallam County Commissioner meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

This meeting can be viewed on a live stream at this link: <http://www.clallam.net/features/meetings.html>

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or agores@co.clallam.wa.us

Administration – 9 a.m.

1. Calendar/Correspondence
2. Resolution to change membership positions on the Behavioral Health Advisory Board
Resolution
3. Resolution removing the Regional Administrator Salish Behavioral Health Organization member position on the Behavioral Health Advisory Board

Resolution

Board of Commissioners

4. Letter of support to the United States Department of Transportation for Port of Port Angeles (1c)*
Letter of support
5. Agreement with Small Business Development Center for business advising and technical assistance to small business
Agreement
6. Resolution appointing Jai Lust to the Trails Advisory Committee

Resolution

Budget

7. Resolution creating a new Public Works Broadband Infrastructure Capital Projects, a Capital Projects Fund

Resolution 

General Discussion/Items for Future Agendas

- A. Continued Work Session – Cancelled (May 9)
- B. National Forest update (May 16)
- C. Joint Meeting with City of Port Angeles – EOC topic (TBD)
- D. Continued Work Session – Topic TBD (June 13 at 1 p.m.)
- E. Department of Natural Resources Meeting (June 27 at 1 p.m.)

EXECUTIVE SESSION

The Board may recess into Executive Session to consider employment or dismissal of personnel, to review the performance of a public employee, to consult with legal counsel, to consider the position to be taken in collective bargaining, to consider acquisition or sale of real estate, or other matters per RCW 42.30.110

- Other items may be added at the discretion of the Board and additional Work Sessions may be scheduled if more time is needed to allow for adequate discussion.
- Written testimony presented by members of the public during the Board meeting is considered a public document and must be submitted to the Clerk of the Board.
- Copies of public documents from Board meetings are available by contacting the Public Records Department.

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5/9/22



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: Health & Human Services – Behavioral Health Advisory Board

WORK SESSION ☒ **Meeting Date:** 5/9/2022

REGULAR AGENDA ☒ **Meeting Date:** 5/17/2022

Required originals approved and attached? ☒
Will be provided on:

Item summary:

- | | | |
|--|--|--------------------------------------|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☒ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary: The Behavioral Health Advisory Board (BHAB) met on April 12, 2022 for a final vote on changes to the membership of the board. These changes reflect the continued effort of the BHAB to express transparency in the role it plays in making recommendations to the Board of County Commissioners (BOCC) and on future funding from the 1/10 of 1% sales tax authorized by RCW 82.14.460 passed in 2005 by the Washington State Legislature Session and by Clallam County Ordinance number 791 adopted March 28, 2006 and by Clallam County Code Chapter 5.05. These changes include: all county employee held positions on the BHAB be moved to non-voting status, county positions have been edited to include a "designated representative" to allow for more flexibility in each represented department, the non-voting position held by the Director of Clallam County Health & Human Services will be held by the Deputy Director and the Regional Administrator for the Salish Behavioral Services Organization position was eliminated.

Budgetary impact: None **If a budget action is required, has it been submitted and a copy attached?** ☐

Recommended action: Sign resolution that will reflect above changes to the membership of the Behavioral Health Advisory Board.

County Official signature & print name:

Jenny Oppelt

Name of Employee/Stakeholder attending meeting: Christine Dunn and Jenny Oppelt

Relevant Departments: Clallam County Health & Human Services

Date submitted: May 3, 2022

* Work Session Meeting - Submit 1 single sided/not stapled copy

** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Agenda Item Summary - Membership Changes

Revised: 3-04-2019



RESOLUTION _____, 2022

MEMBER POSITION CHANGES TO THE BEHAVIORAL HEALTH ADVISORY BOARD

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Clallam County established the Behavioral Health Program Fund Advisory Board on June 27, 2006 (Resolution 55).
2. The board was established to advise the Board of Commissioners on administration of the funding received from the imposed tax.
3. Following a meeting of the Board on April 12, 2022, this resolution was created to reflect membership and voting changes.

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. All members of the Behavioral Health Advisory Board will serve three year staggered terms.
2. The Behavioral Health Advisory Board consists of a maximum of eighteen (18) members who are appointed by the Clallam County Board of Commissioners for three (3) year terms, with no term limits.
3. Behavioral Health Advisory Board members should identify themselves as having a conflict of interest when applicable. The identified member should recuse themselves from voting on the issues currently being considered. Clallam County Health & Human Services will collect conflict of interest forms from all members on a yearly basis.
4. All County held positions will be moved to a non-voting status in the interest of transparency. Verbiage has been added to allow for county positions to be a designated representative to allow more flexibility in each department. The non-voting position held by the Director of Clallam County Health & Human Services will be held by the Deputy Director of Clallam County Health & Human Services. The position held by the Regional Administrator Salish Behavioral Health Administrative Services Organization has been eliminated.

Non-Voting Members

Deputy Director of Clallam County Health & Human Services (standing)
Designated representative of Juvenile Services (standing)
Designated representative of the Therapeutic Courts (standing)
Designated Sheriff's Office representative (standing)

Categorical Voting Members

Designated Hospital Districts' representative
Designated representative of cities' law enforcement
Designated Tribal representative
Designated representative from the Department of Children, Youth and Family Services
Designated representative from an agency that delivers subsidized mental health services
Designated representative from an agency that delivers subsidized substance use disorders services
A private provider of mental health services not contracting for funding under RCW 82.14.460 (often referred to as "Hargrove" funding)
A private provider of substance use disorders services not contracting for funding under RCW 82.14.460 (often referred to as "Hargrove" funding)
An advocate for substance use disorders/mental health services

A consumer/past consumer of substance use disorder services
A consumer/past consumer of mental health services
Two community at-large positions
A representative of services for the homeless

PASSED AND ADOPTED this _____ day of May, 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Bill Peach

ATTEST:

Loni Gores, Clerk of the Board

Randy Johnson

**BYLAWS OF THE
CLALLAM COUNTY
BEHAVIORAL HEALTH ADVISORY BOARD**

ARTICLE I. NAME

The name of this organization shall be the Clallam County Behavioral Health Advisory Board hereafter referred to as Behavioral Health Advisory Board.

ARTICLE II. PURPOSE

The purpose of the Behavioral Health Advisory Board is to advise and make recommendations to the Board of County Commissioners (hereafter referred to as BOCC) on the implementation and the future funding from the 1/10 of 1 percent sales tax authorized by RCW 82.14.460 passed in 2005 by the Washington State Legislature Session and by Clallam County Ordinance number 791 adopted March 28, 2006 and by Clallam County Code Chapter 5.05. In addition the Behavioral Health Advisory Board will advise and make recommendations to the BOCC on provision of services in Clallam County to be funded by the sales tax. The Behavioral Health Advisory Board does not have the authority to enforce policy or create rules outside its jurisdiction.

The Behavioral Health Advisory Board provides an important link between the public and the BOCC. Committee members provide important information about community needs and opinions that can affect Clallam County policies and lead to improved services for county citizens with substance use disorders or mental health issues.

The Behavioral Health Advisory Board's main purposes and responsibilities are:

- **Planning and Goal Setting:**
Planning the expenditure of available funding based on goals set as a part of the community needs.
- **Communication with the BOCC:**
Behavioral Health Advisory Board advises the BOCC on various issues of concern to people with substance use disorders or mental health issues.
- **Oversight Role:**
Behavioral Health Advisory Board performs an Oversight Role regarding the work of the Behavioral Health Advisory Board in assisting the County, providing oversight of the services and programming offered through the 1/10 of 1 cent sales tax revenues. It also provides an avenue for various community members to voice their concerns and suggestions for services to people with substance use disorders or mental health issues. The Behavioral Health Advisory Board is also responsible for exploring long-range issues and recommending initiatives to respond to them.

- Inform and Educate Community Members:
Members of the Behavioral Health Advisory Board assist HHS staff in monitoring and evaluating the various programs that receive money from the 1/10 of 1 percent fund.
- In addition, members of the Behavioral Health Advisory Board will:
Promote both diversity and unity in discussions and decisions.
Take responsibility for educating themselves about the needs and preferences of people with substance use disorders and mental health issues.
Listen to the community for information that may be of value to the work of the County and communicate that information to the Behavioral Health Advisory Board and/or HHS staff.

ARTICLE III. REPRESENTATION

Membership: The Behavioral Health Advisory Board shall consist of no more than ~~19~~ 18 members. The membership shall consist of the following:

- Four standing members with unlimited terms and ~~15~~ 14 categorical members with staggered three year terms.
- Non-voting members are:
 - Deputy Director of Clallam County Health & Human Services (standing)
 - Designated representative Director of Juvenile Services (standing)
 - Designated Representative-representative of the Superior-Therapeutic Courts (standing)
 - ~~— Designated representative from an agency that delivers subsidized mental health services~~
 - ~~— Designated representative from an agency that delivers subsidized substance use disorders services~~
 - Designated Sheriff's Office representative (standing)
 - ~~— Regional Administrator Salish Behavioral Health Administrative Services Organization (standing)~~
- Categorical voting members
 - Designated Hospital Districts' representative
 - Designated representative of cities' law enforcement
 - Designated Tribal representative
 - Designated representative from the Division of Child and Family Services Department of Children, Youth and Family Services
 - ~~— Designated Sheriff's Office representative~~
 - Designated representative from an agency that delivers subsidized mental health services
 - Designated representative from an agency that delivers subsidized substance use disorders services

- A private provider of mental health services not contracting for funding under RCW 82.14.460 (often referred to as “Hargrove” funding).
- A private provider of substance use disorders services not contracting for funding under RCW 82.14.460 (often referred to as “Hargrove” funding).
- An advocate for substance use disorders/mental health services
- A consumer/past consumer of substance use disorders services
- A consumer/past consumer of mental health services
- Two community at-large positions
- A representative of services for the homeless
- All non-voting members are not counted for purposes of establishing a quorum. Voting members must be residents of Clallam County or represent services in Clallam County. Additional representation by HHS staff may be part of the board in a non-voting capacity.

Appointment: Members of the Behavioral Health Advisory Board are appointed by the BOCC. When notified by HHS, BOCC will announce openings on the Behavioral Health Advisory Board through press releases and HHS email distribution lists. Persons wishing to serve as a member of the Behavioral Health Advisory Board will send an application to Clallam County Human Resources. The application will be forwarded to HHS and BOCC for Behavioral Health Advisory Board and staff review. Recommendations for appointment by the Behavioral Health Advisory Board will be forwarded to the BOCC. Final authority for such appointments will rest with the BOCC.

Terms: Appointed members shall serve for three-year terms. Members may serve more than one term, including consecutive terms. All suitable applicants, including ~~the the incumbent-~~ may be considered for the open position. If no suitable replacement applies for membership, members may apply to extend their service on the board for another term. Terms may be adjusted as necessary to maintain staggered expiration dates.

Incumbents: Incumbent members desiring to serve another term must so indicate by submitting a written request and application to HHS staff and BOCC, confirming their desire for reappointment. No appointments will be made automatically.

Alternates: Each non-voting member to Behavioral Health Advisory Board may designate an alternate. Alternates must be designated in writing by a letter addressed to the HHS staff and chair.

Vacancies: When a vacancy occurs, the vacancy shall be published in an official county newspaper by means of a press release naming the type of vacancy, where to pick up an application and the closing date for accepting applications. Vacancies will also be advertised via HHS email distribution lists. If no applications are received by the expiration of the application period, or if applicants fail to receive majority support of the Behavioral Health Advisory Board, the BOCC

may solicit individuals to serve and may appoint members without another open application period.

Filling Mid-Term Vacancies: Should a mid-term vacancy occur for any reason, the BOCC may appoint a replacement member to complete the remainder of the term.

Qualifications: Behavioral Health Advisory Board members shall be appointed on the basis of representation from groups as indicated in the section on representation.

Absences: Behavioral Health Advisory members shall notify the HHS staff liaison in advance if unable to attend any regular meeting of the Board. Examples of excused absences are illness, vacation, work out of town, and furlough days. Unexcused absences examples are no communication with CCHHS staff liaison and not attending meeting. Standing and appointed members may be removed from membership by action of the BOCC for lack of attendance. Lack of attendance is considered any of the following:

- ~~6-3~~ excused absences in a calendar year,
- ~~3-2~~ unexcused absences in a calendar year or
- 2 consecutive unexcused absences

The Behavioral Health Advisory Board shall recommend to the BOCC for action to be taken to remove a member, as per the bylaws.

Removal of Members: The BOCC, by majority vote, may remove any member of the Behavioral Health Advisory Board without cause. Members removed by the BOCC shall be so notified.

ARTICLE IV. OFFICERS

Chairperson: The presiding officer of the Behavioral Health Advisory Board shall be the Chair. The Chair shall be elected from members of the Behavioral Health Advisory Board. The Chair shall be selected for a term of two years from the date of election in even years. Behavioral Health Advisory Board members may serve consecutive terms as chair. Chair shall preside over all meetings.

Co-chair: The current Deputy Director of Clallam County Health & Human Services shall be the Co-chair.

ARTICLE V. RULES OF BUSINESS

The most recent revision of Robert's Rules of Order shall serve as the parliamentary authority in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Behavioral Health Advisory Board may adopt. The Behavioral Health Advisory Board shall adopt the following meeting agenda:

Call to order

Roll Call/Introductions

Minutes of previous meeting(s)

Public forum: Limited at the pleasure of the Chair

Old business

New business

Next meeting agenda

ARTICLE VI. COMMITTEES

The Behavioral Health Advisory Board will suggest the creation of subcommittees and the Chair solicits volunteers for the subcommittees from the Behavioral Health Advisory Board or members of the community from time to time as the Chair shall deem necessary. The subcommittee recommendation(s) shall be taken to the Behavioral Health Advisory Board for final review and approval, if any.

ARTICLE VII. MEETINGS

Regular meeting: Regular meetings of the Behavioral Health Advisory Board shall be scheduled and held bi-monthly. Additional meetings may be scheduled as needed. Any regular meeting of the Behavioral Health Advisory Board may be cancelled with the concurrence of a majority of the voting members of the Board.

Special Meeting: The chair or two-thirds of the voting members of the Behavioral Health Advisory Board may call a special meeting of the Behavioral Health Advisory Board as set forth in RCW 42.30.080.

Quorum: A quorum shall consist of a majority of the filled voting positions on Behavioral Health Advisory Board. A quorum shall be required to transact business at any regular or special meeting.

Minutes: Written minutes of each Behavioral Health Advisory Board meeting shall be prepared and approved by the Behavioral Health Advisory Board at the subsequent regular meeting. Accessible formats of minutes shall be made available upon request.

Meetings Open to Public: All regular and special meetings of the Behavioral Health Advisory Board shall be open to the public in accordance with RCW 42.30 and Clallam County Policy and Procedure 952, Boards and Committees.

Public Records Act: The Behavioral Health Advisory Board will make public records such as meeting minutes, procedural rules and statements of general policy, and other records, written or electronic, pertaining to the business of the committee available for public inspection and

copying as required by RCW 42.56. Exemptions to disclosure are very limited and are specifically identified in statute.

ARTICLE VIII. VOTING

Actions Requiring a Vote: Each voting member of the Behavioral Health Advisory Board shall be entitled to one vote on all actions of the Behavioral Health Advisory Board that require a vote. An affirmative vote of a majority of voting Behavioral Health Advisory Board members present shall be required to pass an action or recommendation from the Behavioral Health Advisory Board, provided that a quorum of the Behavioral Health Advisory Board is present. Proxy votes are not allowed.

The Chair and Voting: The Chair, if representing a voting member position on the Behavioral Health Advisory Board, may vote when ~~her/his~~ their vote would affect the outcome, to make or break a tie.

Voting by secret ballot is prohibited by the Open Meetings Act, RCW 42.30.060. Voting will generally be by a show of hands. Votes will be recorded by the number of yea, nay, and abstention votes.

Members of the Behavioral Health Advisory Board having personal, family, professional or pecuniary interest on an action item that may be deemed to establish a conflict shall declare the conflict and refrain from ~~discussing or~~ voting on such matters. See Article IX.

ARTICLE IX. CONFLICT OF INTEREST

Conflict of interest: Given the professional context of the situation, as well as the parameters of the professional community, it is not possible to avoid all conflicts of interest on this advisory board. Essential input and expertise may come from any member of the board, sometimes particularly from members experiencing dual roles.

However, in service to accountability to the community it is essential that any and all potential conflicts of interests, real or perceived, be transparently acknowledged and addressed with a firm set of guidelines and bylaws. Members of the Behavioral Health Advisory Board having personal, family, professional or pecuniary interest on an action item that may be deemed to establish a conflict shall declare the conflict and refrain from ~~discussing or~~ voting on such matters.

Good faith disclosure: Each member should prepare and submit a formal statement of any and all potential dual roles and conflicts of interest. This information should be compiled as a list and distributed to all Behavioral Health Advisory Board members as well as any interested or concerned community members. This list should be reviewed and updated annually (Sample form attached.)

Information to be disclosed should include the following:

Employment or any other association with any entity that is currently receiving 1/10th of 1 percent tax monies, or could potentially receive funding in the future.

Financial investments and/or interests in any activity or entity involved or potentially involved in 1/10th of 1 percent projects.

Existing professional or personal associations with funded projects or personnel.

Personal convictions which could potentially interfere with impartiality in discussing and voting on any particular issue.

Procedure to be followed: before any major discussion brought before the Behavioral Health Advisory Board, an inquiry should be made of the board members present, regarding any potential conflicts, with discussions as deemed appropriate.

Behavioral Health Advisory Board members should identify themselves as having a conflict of interest when applicable. After any questions pertinent to that particular board member, the identified member should recuse ~~him or herself~~ themselves from ~~not only~~ voting on the issues currently being considered, ~~but also from all discussion and/or debate around the issues at hand before voting occurs.~~

At no point should a Behavioral Health Advisory Board member ever be inquiring or advocating for funds or decisions in favor of any entity in which ~~he or she~~ they represents or in which ~~he or she~~ they ~~has~~ have some other interest or involvement.

Consistent violations may lead to recommendation for removal from the Behavioral Health Advisory Board. Contested conflicts and/or violations may require outside consultation as deemed appropriate by either the majority vote of the Behavioral Health Advisory and/or the BOCC.

ARTICLE X. MISCELLANEOUS

General Public Comments: At each meeting, according to the usual order of business, the Chair shall call for general comments from the public. Persons wishing to comment shall give their name. The Chair may establish time limits for individuals who wish to speak.

ARTICLE X. AMENDMENTS TO BYLAWS

These bylaws can be amended at any regular meeting of the Behavioral Health Advisory Board by a majority vote, provided the amendment has been submitted in writing to the Behavioral Health Advisory Board at least ten (10) days prior to said meeting.

Adopted the 8th-12th day of ~~January~~ April, ~~2019~~ 2022



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

3
5/19/22

Department: Health & Human Services – Behavioral Health Advisory Board

WORK SESSION ☒ **Meeting Date: 05.09.22**

REGULAR AGENDA ☒ **Meeting Date: 05.17.22**

Required originals approved and attached? ☒
Will be provided on:

Item summary:

- | | | |
|--|--|--------------------------------------|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☒ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary: The Behavioral Health Advisory Board (BHAB) met on April 12, 2022 for a final vote on changes to the membership of the board. The BHAB voted to eliminate the position of Regional Administrator Salish Behavioral Health Administration Services Organization (SBHASO). That position is currently held by Stephanie Lewis of the SBHASO. The BHAB is asking that Stephanie Lewis be removed from the BHAB as that position will be eliminated.

Budgetary impact: None **If a budget action is required, has it been submitted and a copy attached?** ☐

Recommended action: Sign resolution to remove Stephanie Lewis from the Behavioral Health Advisory Board.

County Official signature & print name:  Jenny Oppelt

Name of Employee/Stakeholder attending meeting: Christine Dunn and Jenny Oppelt

Relevant Departments: Clallam County Health & Human Services

Date submitted: 5/3/2022

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



RESOLUTION _____, 2022

MEMBER POSITION CHANGES TO THE BEHAVIORAL HEALTH ADVISORY BOARD

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Clallam County established the Behavioral Health Program Fund Advisory Board on June 27, 2006 (Resolution 55).
2. The board was established to advise the Board of Commissioners on administration of the funding received from the imposed tax.
3. Following a meeting of the Behavioral Health Advisory Board on April 12, 2022, the Board voted in changes to membership. This resolution was created to reflect a membership change.

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. **Regional Administrator Salish Behavioral Health Organization – Stephanie Lewis** (non-voting) position be removed from membership on the Behavioral Health Advisory Board.

PASSED AND ADOPTED this _____ day of May, 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Bill Peach

Randy Johnson

ATTEST:

Loni Gores, Clerk of the Board

**BYLAWS OF THE
CLALLAM COUNTY
BEHAVIORAL HEALTH ADVISORY BOARD**

ARTICLE I. NAME

The name of this organization shall be the Clallam County Behavioral Health Advisory Board hereafter referred to as Behavioral Health Advisory Board.

ARTICLE II. PURPOSE

The purpose of the Behavioral Health Advisory Board is to advise and make recommendations to the Board of County Commissioners (hereafter referred to as BOCC) on the implementation and the future funding from the 1/10 of 1 percent sales tax authorized by RCW 82.14.460 passed in 2005 by the Washington State Legislature Session and by Clallam County Ordinance number 791 adopted March 28, 2006 and by Clallam County Code Chapter 5.05. In addition the Behavioral Health Advisory Board will advise and make recommendations to the BOCC on provision of services in Clallam County to be funded by the sales tax. The Behavioral Health Advisory Board does not have the authority to enforce policy or create rules outside its jurisdiction.

The Behavioral Health Advisory Board provides an important link between the public and the BOCC. Committee members provide important information about community needs and opinions that can affect Clallam County policies and lead to improved services for county citizens with substance use disorders or mental health issues.

The Behavioral Health Advisory Board's main purposes and responsibilities are:

- **Planning and Goal Setting:**
Planning the expenditure of available funding based on goals set as a part of the community needs.
- **Communication with the BOCC:**
Behavioral Health Advisory Board advises the BOCC on various issues of concern to people with substance use disorders or mental health issues.
- **Oversight Role:**
Behavioral Health Advisory Board performs an Oversight Role regarding the work of the Behavioral Health Advisory Board in assisting the County, providing oversight of the services and programming offered through the 1/10 of 1 cent sales tax revenues. It also provides an avenue for various community members to voice their concerns and suggestions for services to people with substance use disorders or mental health issues. The Behavioral Health Advisory Board is also responsible for exploring long-range issues and recommending initiatives to respond to them.

- Inform and Educate Community Members:
Members of the Behavioral Health Advisory Board assist HHS staff in monitoring and evaluating the various programs that receive money from the 1/10 of 1 percent fund.
- In addition, members of the Behavioral Health Advisory Board will:
Promote both diversity and unity in discussions and decisions.
Take responsibility for educating themselves about the needs and preferences of people with substance use disorders and mental health issues.
Listen to the community for information that may be of value to the work of the County and communicate that information to the Behavioral Health Advisory Board and/or HHS staff.

ARTICLE III. REPRESENTATION

Membership: The Behavioral Health Advisory Board shall consist of no more than ~~19~~ 18 members. The membership shall consist of the following:

- Four standing members with unlimited terms and ~~15~~ 14 categorical members with staggered three year terms.
- Non-voting members are:
 - Deputy Director of Clallam County Health & Human Services (standing)
 - Designated representative ~~Director~~ of Juvenile Services (standing)
 - Designated Representative ~~representative~~ of the Superior Therapeutic Courts (standing)
 - ~~— Designated representative from an agency that delivers subsidized mental health services~~
 - ~~— Designated representative from an agency that delivers subsidized substance use disorders services~~
 - Designated Sheriff's Office representative (standing)
 - ~~— Regional Administrator Salish Behavioral Health Administrative Services Organization (standing)~~
- Categorical voting members
 - Designated Hospital Districts' representative
 - Designated representative of cities' law enforcement
 - Designated Tribal representative
 - Designated representative from the ~~Division of Child and Family Services~~ Department of Children, Youth and Family Services
 - ~~— Designated Sheriff's Office representative~~
 - Designated representative from an agency that delivers subsidized mental health services
 - Designated representative from an agency that delivers subsidized substance use disorders services

- A private provider of mental health services not contracting for funding under RCW 82.14.460 (often referred to as “Hargrove” funding).
- A private provider of substance use disorders services not contracting for funding under RCW 82.14.460 (often referred to as “Hargrove” funding).
- An advocate for substance use disorders/mental health services
- A consumer/past consumer of substance use disorders services
- A consumer/past consumer of mental health services
- Two community at-large positions
- A representative of services for the homeless
- All non-voting members are not counted for purposes of establishing a quorum. Voting members must be residents of Clallam County or represent services in Clallam County. Additional representation by HHS staff may be part of the board in a non-voting capacity.

Appointment: Members of the Behavioral Health Advisory Board are appointed by the BOCC. When notified by HHS, BOCC will announce openings on the Behavioral Health Advisory Board through press releases and HHS email distribution lists. Persons wishing to serve as a member of the Behavioral Health Advisory Board will send an application to Clallam County Human Resources. The application will be forwarded to HHS and BOCC for Behavioral Health Advisory Board and staff review. Recommendations for appointment by the Behavioral Health Advisory Board will be forwarded to the BOCC. Final authority for such appointments will rest with the BOCC.

Terms: Appointed members shall serve for three-year terms. Members may serve more than one term, including consecutive terms. All suitable applicants, including ~~the incumbent~~ may be considered for the open position. If no suitable replacement applies for membership, members may apply to extend their service on the board for another term. Terms may be adjusted as necessary to maintain staggered expiration dates.

Incumbents: Incumbent members desiring to serve another term must so indicate by submitting a written request and application to HHS staff and BOCC, confirming their desire for reappointment. No appointments will be made automatically.

Alternates: Each non-voting member to Behavioral Health Advisory Board may designate an alternate. Alternates must be designated in writing by a letter addressed to the HHS staff and chair.

Vacancies: When a vacancy occurs, the vacancy shall be published in an official county newspaper by means of a press release naming the type of vacancy, where to pick up an application and the closing date for accepting applications. Vacancies will also be advertised via HHS email distribution lists. If no applications are received by the expiration of the application period, or if applicants fail to receive majority support of the Behavioral Health Advisory Board, the BOCC

may solicit individuals to serve and may appoint members without another open application period.

Filling Mid-Term Vacancies: Should a mid-term vacancy occur for any reason, the BOCC may appoint a replacement member to complete the remainder of the term.

Qualifications: Behavioral Health Advisory Board members shall be appointed on the basis of representation from groups as indicated in the section on representation.

Absences: Behavioral Health Advisory members shall notify the HHS staff liaison in advance if unable to attend any regular meeting of the Board. Examples of excused absences are illness, vacation, work out of town, and furlough days. Unexcused absences examples are no communication with CCHHS staff liaison and not attending meeting. Standing and appointed members may be removed from membership by action of the BOCC for lack of attendance. Lack of attendance is considered any of the following:

- ~~6-3~~excused absences in a calendar year,
- ~~3-2~~ unexcused absences in a calendar year or
- 2 consecutive unexcused absences

The Behavioral Health Advisory Board shall recommend to the BOCC for action to be taken to remove a member, as per the bylaws.

Removal of Members: The BOCC, by majority vote, may remove any member of the Behavioral Health Advisory Board without cause. Members removed by the BOCC shall be so notified.

ARTICLE IV. OFFICERS

Chairperson: The presiding officer of the Behavioral Health Advisory Board shall be the Chair. The Chair shall be elected from members of the Behavioral Health Advisory Board. The Chair shall be selected for a term of two years from the date of election in even years. Behavioral Health Advisory Board members may serve consecutive terms as chair. Chair shall preside over all meetings.

Co-chair: The current Deputy Director of Clallam County Health & Human Services shall be the Co-chair.

ARTICLE V. RULES OF BUSINESS

The most recent revision of Robert's Rules of Order shall serve as the parliamentary authority in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Behavioral Health Advisory Board may adopt. The Behavioral Health Advisory Board shall adopt the following meeting agenda:

Call to order

Roll Call/Introductions

Minutes of previous meeting(s)

Public forum: Limited at the pleasure of the Chair

Old business

New business

Next meeting agenda

ARTICLE VI. COMMITTEES

The Behavioral Health Advisory Board will suggest the creation of subcommittees and the Chair solicits volunteers for the subcommittees from the Behavioral Health Advisory Board or members of the community from time to time as the Chair shall deem necessary. The subcommittee recommendation(s) shall be taken to the Behavioral Health Advisory Board for final review and approval, if any.

ARTICLE VII. MEETINGS

Regular meeting: Regular meetings of the Behavioral Health Advisory Board shall be scheduled and held bi-monthly. Additional meetings may be scheduled as needed. Any regular meeting of the Behavioral Health Advisory Board may be cancelled with the concurrence of a majority of the voting members of the Board.

Special Meeting: The chair or two-thirds of the voting members of the Behavioral Health Advisory Board may call a special meeting of the Behavioral Health Advisory Board as set forth in RCW 42.30.080.

Quorum: A quorum shall consist of a majority of the filled voting positions on Behavioral Health Advisory Board. A quorum shall be required to transact business at any regular or special meeting.

Minutes: Written minutes of each Behavioral Health Advisory Board meeting shall be prepared and approved by the Behavioral Health Advisory Board at the subsequent regular meeting. Accessible formats of minutes shall be made available upon request.

Meetings Open to Public: All regular and special meetings of the Behavioral Health Advisory Board shall be open to the public in accordance with RCW 42.30 and Clallam County Policy and Procedure 952, Boards and Committees.

Public Records Act: The Behavioral Health Advisory Board will make public records such as meeting minutes, procedural rules and statements of general policy, and other records, written or electronic, pertaining to the business of the committee available for public inspection and

copying as required by RCW 42.56. Exemptions to disclosure are very limited and are specifically identified in statute.

ARTICLE VIII. VOTING

Actions Requiring a Vote: Each voting member of the Behavioral Health Advisory Board shall be entitled to one vote on all actions of the Behavioral Health Advisory Board that require a vote. An affirmative vote of a majority of voting Behavioral Health Advisory Board members present shall be required to pass an action or recommendation from the Behavioral Health Advisory Board, provided that a quorum of the Behavioral Health Advisory Board is present. Proxy votes are not allowed.

The Chair and Voting: The Chair, if representing a voting member position on the Behavioral Health Advisory Board, may vote when ~~her/his~~ their vote would affect the outcome, to make or break a tie.

Voting by secret ballot is prohibited by the Open Meetings Act, RCW 42.30.060. Voting will generally be by a show of hands. Votes will be recorded by the number of yea, nay, and abstention votes.

Members of the Behavioral Health Advisory Board having personal, family, professional or pecuniary interest on an action item that may be deemed to establish a conflict shall declare the conflict and refrain from ~~discussing or~~ voting on such matters. See Article IX.

ARTICLE IX. CONFLICT OF INTEREST

Conflict of interest: Given the professional context of the situation, as well as the parameters of the professional community, it is not possible to avoid all conflicts of interest on this advisory board. Essential input and expertise may come from any member of the board, sometimes particularly from members experiencing dual roles.

However, in service to accountability to the community it is essential that any and all potential conflicts of interests, real or perceived, be transparently acknowledged and addressed with a firm set of guidelines and bylaws. Members of the Behavioral Health Advisory Board having personal, family, professional or pecuniary interest on an action item that may be deemed to establish a conflict shall declare the conflict and refrain from ~~discussing or~~ voting on such matters.

Good faith disclosure: Each member should prepare and submit a formal statement of any and all potential dual roles and conflicts of interest. This information should be compiled as a list and distributed to all Behavioral Health Advisory Board members as well as any interested or concerned community members. This list should be reviewed and updated annually (Sample form attached.)

Information to be disclosed should include the following:

Employment or any other association with any entity that is currently receiving 1/10th of 1 percent tax monies, or could potentially receive funding in the future.

Financial investments and/or interests in any activity or entity involved or potentially involved in 1/10th of 1 percent projects.

Existing professional or personal associations with funded projects or personnel.

Personal convictions which could potentially interfere with impartiality in discussing and voting on any particular issue.

Procedure to be followed: before any major discussion brought before the Behavioral Health Advisory Board, an inquiry should be made of the board members present, regarding any potential conflicts, with discussions as deemed appropriate.

Behavioral Health Advisory Board members should identify themselves as having a conflict of interest when applicable. After any questions pertinent to that particular board member, the identified member should recuse ~~him or herself~~ themselves from ~~not only~~ voting on the issues currently being considered, ~~but also from all discussion and/or debate around the issues at hand before voting occurs.~~

At no point should a Behavioral Health Advisory Board member ever be inquiring or advocating for funds or decisions in favor of any entity in which ~~he or she~~ they represents or in which ~~he or she~~ they ~~has~~ have some other interest or involvement.

Consistent violations may lead to recommendation for removal from the Behavioral Health Advisory Board. Contested conflicts and/or violations may require outside consultation as deemed appropriate by either the majority vote of the Behavioral Health Advisory and/or the BOCC.

ARTICLE X. MISCELLANEOUS

General Public Comments: At each meeting, according to the usual order of business, the Chair shall call for general comments from the public. Persons wishing to comment shall give their name. The Chair may establish time limits for individuals who wish to speak.

ARTICLE X. AMENDMENTS TO BYLAWS

These bylaws can be amended at any regular meeting of the Behavioral Health Advisory Board by a majority vote, provided the amendment has been submitted in writing to the Behavioral Health Advisory Board at least ten (10) days prior to said meeting.

Adopted the ~~8th-12th~~ day of ~~January~~ April, ~~2019~~ 2022



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

4
5/9/22
16

Department: BOCC

WORK SESSION ☒ Meeting Date: 5-9-22

REGULAR AGENDA ☒ Meeting Date: 5-10-22

Item summary:

- | | | |
|---|--|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other – Letter of support |

Executive summary:

The Port's timber handling and transfer facility has been a nexus for Clallam County's Forest products industry for about 15 years. The industrial facility provides a vital maritime transportation hub allowing for movement of forest product on/off the Olympic Peninsula to serve domestic customers in Washington State and along the West Coast. It also serves Canadian and other international markets. Additionally, the waterfront facility contributes a total of 600 direct and indirect jobs.

To address stormwater requirements and improve efficiencies at the Port's facility, the Port is submitting a Port Infrastructure Development Program Grant to pave approximately 10 Acres for handling logs and refurbish our sheet pile at the water's edge to extend its life for continued barging operations. Long term storage for logs will remain on a gravel surface. Importantly, log trucks will remain on asphalt, allowing woody debris to be used for other purposes and mud not tracked onto city roads. Further, raising the grade will allow better conveyance of storm water while also ensuring minimal below-grade disturbance to minimize impact to any possible archeological resources.

Requesting a letter of support.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
None.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Requesting a letter of support.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Geoff James – Port of Port Angeles

Relevant Departments: Board of Commissioners

Date submitted: 5-2-22

* Work Session Meeting - Submit 1 single sided/not stapled copy Port of Port Angeles intermodal handling & transfer facility 5-17-22
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019



Board of Clallam County Commissioners

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
360.417.2233 Fax: 360.417.2493

Email: commissioners@co.clallam.wa.us

MARK OZIAS, District 1, Chair
RANDY JOHNSON, District 2
BILL PEACH, District 3

RICH SILL, County Administrator

May 10, 2022

The Honorable Pete Buttigieg
Secretary
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, D.C. 20590

Re: Port of Port Angeles grant funding request – Intermodal Handling and Transfer Facility at Port Angeles

Dear Secretary Buttigieg:

We are writing on behalf of Clallam County Commission to endorse the grant funding request submitted by the Port of Port Angeles for improvements at its Intermodal Handling and Transfer (IHT) facility at Port Angeles.

The Olympic Peninsula has historically been a major center for sustainable timber harvest and lumber manufacturing from public and private lands. However, its location and lack of rail limits logistical options for transporting product onto and off the peninsula. The IHT facility is the only local industrial facility with a water interface to handle whole logs for processing on the Olympic Peninsula and export to domestic markets using maritime transportation. The IHT facility is a vital part of the freight transportation infrastructure for the Olympic Peninsula through its barging or log rafting capability, directly supporting timber industry jobs and furthering economic development throughout the community. These living wage direct and indirect jobs have a profound impact in lifting the economy of Clallam County, where more than 15% of the population currently lives below the poverty line.

The Port's proposed project will improve the IHT facility's efficiency and improve its barging capacity. In turn this will provide a safer, more reliable and cost-effective option for freight transportation. Importantly, a recent carbon emission study detailed that barge transportation to and from Port Angeles to existing markets emits 76% less carbon when compared to long-haul trucking. Further, though road maintenance nor impacts to traffic flow were specifically addressed in the study, the reduction of approximate 600,000 truck miles for the forest products to reach domestic customers from Port Angeles should not be missed.

The Port of Port Angeles' grant application has my strongest support. The investment will enhance economic activity, improve the transportation network that connects the remote northern Olympic Peninsula community to domestic forest product markets and reduces the environmental impact over alternative transportation methods.

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Bill Peach



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION ☒ Meeting Date: 5-9-22

REGULAR AGENDA ☒ Meeting Date: 5-17-22

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | | |
|---|--|--------------------------------------|
| ☐ Call for Hearing | ☒ Contract/Agreement/MOU - Contract # 19941.22.003 | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

Small Business Development Center SBDC is requesting an agreement with Clallam County for the amount of \$20,000 per year for a 3 year term.

The agreement sets forth the terms and conditions for the SBDC's provision of small business advising and technical assistance to small business in the Clallam county service area.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
\$20,000 per year for a 3 year term.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Recommend approval of agreement.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Small Business Development Center

Relevant Departments: Board of Commissioners, Finance Department

Date submitted: May 4, 2022

* Work Session Meeting - Submit 1 single sided/not stapled copy

Small Business Development Center agreement 5-17-22

** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Revised: 3-04-2019

COOPERATIVE AGREEMENT
BETWEEN
WASHINGTON STATE UNIVERSITY
AND
CLALLAM COUNTY

19941.22.003

This agreement (the AGREEMENT) is made and entered into between Washington State University, an institution of higher education and an agency of the state of Washington (WSU), by and through its Small Business Development Center (SBDC), and Clallam County. In this AGREEMENT, the above entities are jointly referred to as PARTIES.

1. PURPOSE

This AGREEMENT sets forth the terms and conditions for the SBDC's provision of small business advising and technical assistance to small business in the Clallam county service area.

2. RESPONSIBILITIES OF THE PARTIES

A. SBDC will provide the following to the Clallam County under the terms and conditions of this AGREEMENT:

1. WSU SBDC Business Advisor(s) certified by the SBDC to assist Clallam County in business development and job creation in Clallam County;
2. Regular communication on the activities of the WSU SBDC Business Advisor serving the community;
3. Site-license and permissions for the WSU SBDC Business Advisor to use WSU's network Client Information System;
4. Professional development, network collaboration, marketing support and travel allowance;
5. Quarterly reports using the standard SBDC impact scorecard format year to date:
 - a. Clients
 - b. Advising hours with clients
 - c. Capital formation
 - d. Jobs created and/or retained
 - e. Business starts

6. Report quarterly to Clallam County at regularly scheduled organizational meetings.

B. Clallam County will provide at its expense the following to the SBDC:

1. Clallam County will make appropriate client referrals to the SBDC Advisor.

3. EFFECTIVE DATE AND DURATION

Subject to its other provisions, this AGREEMENT shall be effective January 1, 2022, and shall be completed three (3) years from the Effective Date. This AGREEMENT may be renewed for additional one (1) year periods upon mutual written agreement of the PARTIES.

4. COMPENSATION

A. Compensation under this AGREEMENT shall be a fixed price contract as follows: Clallam County shall reimburse SBDC Five Thousand Dollars and no/100 (\$5,000.00) per quarter to defray operational costs and salary and benefit costs. For the avoidance of doubt, the maximum compensation to be paid under this AGREEMENT shall be Twenty Thousand Dollars and no/100 (\$20,000.00) per year.

B. Other expenses reimbursed under this AGREEMENT shall be: None.

5. BILLING AND PAYMENT

A. SBDC shall submit properly executed and documented bills or vouchers on a quarterly basis to:

Rich Sill
County Administrator
Clallam County
223 E. 4th Street, Suite 4
Port Angeles, WA 98362

Invoicing and Payments:
Debi Cook
Budget Director
Clallam County
223 E. 4th Street, Suite 4
Port Angeles, WA 98362

- B. Payments for the amounts invoiced shall be made by Clallam County within ninety (90) days of receipt of invoice and shall be addressed to:

Washington State University
Sponsored Program Services
PO Box 641025
Pullman, WA 99164-1025

6. TERMINATION

- A. For Convenience: Either PARTY may terminate this AGREEMENT for any reason upon not less than thirty (30) days prior written notice to the other PARTY, and the PARTIES shall be liable only for obligations incurred up to the date of such termination.
- B. For Change In Funding: In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in a manner that materially affects SBDC's ability to perform under this AGREEMENT, SBDC may terminate this AGREEMENT upon fifteen (15) days' written notice, subject to renegotiation under those new funding limitations and conditions.

7. AMENDMENTS

This AGREEMENT may be amended by mutual agreement of the PARTIES. Such amendments shall not be binding unless they are in writing, signed by personnel authorized to bind each of the PARTIES, and attached to this AGREEMENT.

8. DISPUTE RESOLUTION

In the event that a dispute arises under this AGREEMENT that the PARTIES cannot resolve, the dispute shall be determined by a Dispute Panel in the following manner: Each PARTY to this AGREEMENT shall appoint one member to the Dispute Panel. The members so appointed shall jointly appoint one additional member to the Dispute Panel to make a panel of three members. The Dispute Board so constituted shall review the facts, contract terms and applicable statutes and rules, and make a determination of the dispute. The determination of the Dispute Panel shall be final and binding on the PARTIES. The PARTIES shall share equally the costs, if any, for the services of the Dispute Panel.

9. HOLD HARMLESS

Each PARTY to this AGREEMENT shall be responsible for its own acts and/or omissions and those of its officers, employees and agents in the performance of this AGREEMENT. No PARTY to this AGREEMENT shall be responsible for the acts and omissions of those not a party to this AGREEMENT.

10. INDEPENDENT CAPACITY

The employees or agents of each PARTY who are engaged in the performance of this AGREEMENT shall continue to be employees and agents of that PARTY and shall not be considered for any purpose to be employees or agents of the other PARTY. All salaries, wages (including overtime), taxes, insurance, fringe benefits, and payroll obligations of SBDC's personnel shall be the responsibility of SBDC.

11. GOVERNANCE

This AGREEMENT is entered into pursuant to and under the authority granted by the laws of the State of Washington and any applicable federal laws. The provisions of this AGREEMENT shall be construed to conform to those laws.

12. NOTICE

The contact person for all communications regarding the performance of *this* AGREEMENT shall be:

A. For SBDC:
Duane Fladland, Director
Small Business Development Center
901 East 2nd Ave., Suite 210
Spokane, WA 99202
Telephone: (509) 358-7767
Fax Number: 509-358-7764

B. For Clallam County:
Rich Sill
County Administrator
Clallam County
223 E. 4th Street, Suite 4
Port Angeles, WA 98362

13. SEVERABILITY

If any provision of this AGREEMENT or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this AGREEMENT which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this AGREEMENT, and to this end the provisions of this AGREEMENT are declared to be severable.

14. WAIVER

A failure by either PARTY to exercise its rights under this AGREEMENT shall not preclude that PARTY from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this AGREEMENT unless stated to be such in writing signed by an authorized representative of the PARTY and attached to this AGREEMENT.

15. ASSIGNMENT

The rights and obligations of the PARTIES hereunder may not be assigned in whole or in part without the express prior written consent of the other PARTY.

16. ENTIRE AGREEMENT

This AGREEMENT contains all the terms and conditions agreed upon by the PARTIES. No other understandings, oral or otherwise, regarding the subject matter of this AGREEMENT shall be deemed to exist or to bind any other PARTIES hereto.

17. SIGNATURES

The PARTIES affirm that the individuals signing this AGREEMENT have been granted the authority to do so, and by their signature affirm that the PARTIES will comply with the terms and conditions of this AGREEMENT.

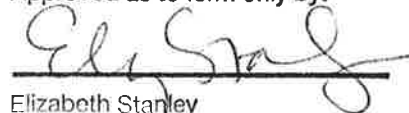
WASHINGTON STATE UNIVERSITY

By _____

Clallam County Board of Commissioners

By _____
Mark Ozias, Chair

Approved as to form only by:



Elizabeth Stanley
Civil Deputy Prosecuting Attorney
Clallam County



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

6
5/9/22

Department: BOCC

WORK SESSION ☒ Meeting Date: 5-9-22

REGULAR AGENDA ☒ Meeting Date: 5-17-22

Item summary:

- | | | |
|--|--|--------------------------------------|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☒ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

A vacancy exists on the Trails Advisory Committee.

The Olympic National Forest Service forwarded their recommendation to fill the U.S. Forest Service (ex-officio member) position.

Public Works / Road Department endorses the appointment of Jai Lust to the Trails Advisory Committee.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

None

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve and sign resolution appointing.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners and Steve Gray – Public works / Road Department

Relevant Departments: Public Works/Roads/BOCC

Date submitted: 4-29-22

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



RESOLUTION _____, 2022

APPOINTING A MEMBER TO THE TRAILS ADVISORY COMMITTEE

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Trails Advisory Committee due to the expiration of term.
2. A press release was issued during the month of January 2022 soliciting applications. One application was received.
3. The Olympic National Forest Service forwarded their recommendation to fill the U.S. Forest Service (ex-officio member) position.
4. Public Works / Road Department endorses the appointment of Jai Lust to the Trails Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED by the Clallam County Board of Commissioners, in consideration of the above findings of fact:

1. That **Jai Lust** is appointed to the U.S. Forest Service (ex-officio member) position for the current term expiring on December 31, 2022 and an additional term expiring December 31, 2023.

PASSED AND ADOPTED this 17th day of May 2022

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

ATTEST:

Loni Gores, CMC, Clerk of the Board

Bill Peach

A22.177
Appointee
Public Works



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

7
5/9/22

Department: BOCC/Finance

WORK SESSION ☒ **Meeting Date:** 5/09/2022

REGULAR AGENDA ☒ **Meeting Date:** 5/17/2022

Required Originals Approved and Attached? ☒
Will Be Provided On:

Item Summary:*

- | | | |
|--|---|--------------------------------------|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU** | Contract # |
| ☒ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |
- Documents exempt from public disclosure attached: ☐

Executive Summary:

This resolution approves the creation of the new PW – Broadband Infrastructure Capital Projects, a capital projects fund (30805.611).

The County will be receiving \$20,600,000 WA State funding, as well as, \$1,787,000 of American Rescue Plan Act funding for Clallam County Broadband Infrastructure Capital Projects. This new funding will require periodic reporting to State and Federal agencies. Creation of this new fund allows the County to meet all accounting and reporting requirements.

Budgetary Impact:(Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget Action is required, has it been submitted and a copy attached?** ☐

Budget changes will be processed in June, 2022.

Recommended Action:(Does the Board need to act? If so, what is the department's recommendation?)

Please review and approve.

County Official signature & print name: Debi Cook 

Name of Employee attending meeting: Debi Cook, Mark Lane

Relevant Departments: BOCC, Finance

Date Submitted: 5/03/2022

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



RESOLUTION _____, 2022

CREATION OF NEW PW - BROADBAND INFRASTRUCTURE CAPITAL PROJECTS, A
CAPITAL PROJECTS FUND

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The County will be receiving approximately \$20,600,000 WA State grant funding, as well, \$1,787,000 of American Rescue Plan Act funding for Clallam County Broadband Infrastructure Capital Projects.
2. These funds will require periodic reporting to State and Federal agencies.
3. Creation of this fund will allow the County to better meet anticipated accounting and reporting requirements for this new funding, help preserve year-to-year comparability of other County funds financial results, and enhance visibility of how such funds are used for purposes of our annual audit, internal reporting to the Board of County Commissioners, and external reporting to the public.

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. PW – Broadband Infrastructure Capital Projects (30805), a Capital Projects Fund, is now established.

PASSED AND ADOPTED this _____ day of May, 2022.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, Clerk of the Board

Bill Peach