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**RECORD OF THE PROCEEDINGS**

**OKANOGAN COUNTY**

**AUGUST 9, 2022**

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**9:00 AM Briefing Among Commissioners**  
**9:15 AM Public Comment Period**  
**9:30 AM Update Human Resources/Risk Management Shelley Keitzman**  
**10:00 AM Update Treasurer-Leah McCormack**  
**10:30 AM Update Auditor-Cari Hall**  
**11:00 AM Update Public Works-Josh Thomson**  
**1:00 PM Public Health Board Swearing In-Commissioners Hearing Room**  
**1:30 PM Board of Health 1234 2<sup>nd</sup> Ave S, Okanogan**  
**3:25 PM Discussion Burn Ban Emergency Management Maurice Goodall**  
**3:30 PM Discussion RFP & Preliminary Collaboration Homeless Housing-Housing Coalition**  
**4:30 PM Commissioners to set Wednesday's Agenda**  
**4:35 PM Approve Commissioners Proceedings- August 1 & 2, 2022**  
**4:40 PM Approve Consent Agenda**

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The Okanogan County Board of Commissioners met for a Public Hearing at 123 5<sup>th</sup> Avenue North, Okanogan, Washington on August 9, 2022 with Chairman, Commissioner Andy Hover; Vice-Chairman, Commissioner Chris Branch; Member, Commissioner Jim DeTro; and the Clerk of the Board, Laleña Johns, present.

AV Capture and Zoom provided audio and video accessibility for public interaction.

**Briefing Among Commissioners**

Commissioners briefly discussed their priorities for the week.

**Motion Executive Session RCW 42.30.110 (1)(g)**

Commissioner Branch moved to go into executive session at 9:03 a.m. until 9:15 a.m. under RCW 42.30.110 (1)(g) regarding the review of performance of a public employee or to evaluate the qualifications of an applicant for public employment. Motion was seconded, all were in favor, motion carried.

**Public Comment Period**

Ruth Hall, member of the public had no comments.

**CANCELLED Update Human Resources/Risk Management Shelley Keitzman**

**Discussion Emergency Management-Burn Ban Update**

Emergency Management Maurice Goodall explained a burn ban may be recommended by the advisory Board to begin on Friday. The advisory board is meeting this afternoon to determine. We want to be in line with DNR and other agencies so things are consistent. If they determine a burn ban is warranted the county will consider a resolution to do so. A press release and notification will go out and include explanation.

52 **Approve Commissioners Proceedings- August 1 & 2, 2022**

53 Commissioner DeTro moved to approve the meeting minutes of August 1 & 2, 2022. Motion was  
54 seconded, all were in favor, motion carried.

55

56 **Approve Consent Agenda**

57 Commissioner DeTro moved to approve the consent agenda items. Commissioner Hover asked  
58 if the invoice back up documentation required of Economic Alliance would be paid first before the  
59 county reimbursed the agency. The Clerk of the Board read the scope of work from the contract  
60 to clarify the situation agreed to. Commissioner Branch abstained from the vote. Commissioner  
61 DeTro and Hover were in favor, motion carried.

62

- 63 1. **Acknowledge Service & Repair Order New Hydraulic Oil Elevators**
- 64 2. **Resolution 111-2022 Technical Assistance ARPA Allocation -Economic Alliance**
- 65 3. **Resolution 112-2022 Negative Impact Data Project- ARPA Allocation -Economic Alliance**
- 66 4. **Resolution 113-2022 Budget Amendment Sheriff Special Projects SAR**

67

68 Commissioner Branch discussed the county's second Tranche of ARPA funds and a letter that  
69 certifies. The Tranche is expected on the anniversary of the first Tranche which was August  
70 13,2021.

71

72 **Motion Methow Valley EMS District**

73 Commissioner Branch moved to adjourn as the BOCC and reconvene as the Methow Valley EMS  
74 District. Motion was seconded all were in favor, motion carried.

75

76 Commissioner Branch moved to approve the Voucher certification and authorize the Methow  
77 Valley EMS District vouchers to be paid to Aero Methow in the amount of \$60,815.16. Motion was  
78 seconded, all were in favor, motion carried.

79

80 **Motion Tonasket EMS District**

81 Commissioner Branch moved to adjourn as the Methow Valley EMS District and reconvene as the  
82 Tonasket EMS District. Motion was seconded all were in favor, motion carried.

83

84 Commissioner Branch moved to approve the Voucher certification and authorize the Tonasket  
85 EMS District vouchers to be paid to Life Line in the amount of \$21,700. Motion was seconded, all  
86 were in favor, motion carried.

87

88 Commissioner Hover discussed who the chairman should be that the Chairman of the BOCC also  
89 be the chairman of each EMS District. Commissioner DeTro and Commissioner Branch agreed as  
90 it will reduce confusion.

91

92 **Motion Oroville Rural EMS District**

93 Commissioner Branch moved to adjourn as the Tonasket EMS District and Reconvene as the  
94 Oroville Rural EMS District. Motion was seconded all were in favor, motion carried.

95

96 Commissioner Branch moved to approve the Voucher certification and authorize the Oroville Rural  
97 EMS District vouchers to be paid to Life Line in the amount of \$9,680. Motion was seconded, all  
98 were in favor, motion carried.

99

100 Commissioner Hover discussed the chairman of the district should be the same person nominated  
101 for the BOCC as the chairman of each EMS District. Commissioner DeTro and Commissioner

102 Branch agreed as it will reduce confusion. Commissioner Branch asked if there should be election  
103 for this designation. The statute states the District commissioners are the BOCC.

104  
105 Commissioner Branch moved to adjourn as the Oroville Rural EMS District and Reconvene as the  
106 BOCC. Motion was seconded all were in favor, motion carried.

107  
108 **CANCELLED Update Treasurer-Leah McCormack**

109  
110 **Update Auditor-Cari Hall**

111 Auditor Hall provided the Auditor's update. She reported on the recording functions and all is  
112 going well. The state created much needed guidelines for recording documents. County  
113 departmental budgets are due today and her office is doing its best to keep up with that.  
114 Commissioner Hover asked about the Fair Budget and said he would submit it.

115  
116 Auditor Hall provided status of the county's new accounting system and the revised training  
117 schedule. January 1 2024 is the target "go live" date with everything up and going.

118  
119 Auditor Hall discussed required DRS forms that are processed by the Fairgrounds. She will  
120 readdress her findings with the board once she learns if the forms are required annually.

121  
122 Auditor Hall explained the number of Primary Election returned ballots is more than ever before  
123 We are at 50% voter turnout and the average has been at the most 40%. The Secretary of State  
124 reviewed of our elections processes took photos and answered questions. A need for storage  
125 before the General Election is a priority as storage is maxed out due to retention requirements.  
126 The cost of extra big Storage boxes was not in her budget, but they are needed and will be  
127 purchased.

128  
129 Auditor Hall discussed Department of Licensing (DOL) requirements and provided a summary of  
130 licensing transactions. (attached) Staff has been overwhelmed with increased processing and  
131 time requirements. In 2019, average monthly transactions were 6420 and in 2022 they are already  
132 at 7423. The number is expected to be over 8800 per month by the end of the year. Monitoring  
133 requirements over four subagents is tremendous. General weekly monitoring takes four hours per  
134 subagent to complete, not including accuracy ratings. This process looks at all the titling work  
135 which must be 100% error free.

136  
137 Ms. Hall asked the board to consider an additional FTE for DOL. Her office is qualified by DOL  
138 for nine stations based on transactions. Commissioner Hover asked that Ms. Hall work with HR  
139 on the particulars for the resolution.

140  
141 When Engineer Thomson arrived he and Auditor Hall discussed the Planning, Rec Trails, OCOG  
142 Support position and how the functions of the position would be coded for payment processing  
143 set up. An agreement with OCOG is in the works for all parties to sign. Job description is being  
144 drafted.

145  
146 **Update Public Works-Josh Thomson**

147 Engineer Josh Thomson provided his agenda and discussed the items listed there.

148  
149 *Maintenance and road conditions*

150 Engineer Thomson stated typical for this time of year.

151

152 *Chip seal*  
153 Engineer Thomson chip seal projects are up and going after several break downs. Yesterday,  
154 we did pick up the states old chip box for back up. Commissioner Hover made some  
155 suggestions for alternatives to look into for chip season.

156  
157 Where funds would come from was discussed for a Chip box replacement purchase.  
158 He discussed what our rates cover and what expenses have increased in terms of inflation of  
159 equipment that are not covered by our replacement funds. ER&R rates have been increased  
160 already to 13% but we will still be behind on funds available for next year's equipment  
161 purchase needs.

162  
163 Commissioner Hover asked if the sale of the property funds could be used to offset the  
164 equipment expenses. Engineer Thomson said the proceeds would be deposited to fund 102.  
165 The property sale proceeds are actually earmarked for a different pit property purchase in the  
166 area needed.

167  
168 Commissioner DeTro said Def (diesel fuel additive) is in short supply and recommended we  
169 stock up at least a six-month supply, but be sure we can store it.

170  
171 *Bonaparte Creek*  
172 Engineer Thomson relayed he was contacted by a property owner in the Bonaparte area due  
173 to a concern the creek is filled with 2.5 feet of sand. Engineer Thomson said in the short term  
174 the county's by pass culvert saves the road but doesn't address the creek which is higher  
175 than usual. A four-foot culvert installation is planned before winter. Commissioner Branch  
176 asked if a sediment catch could be installed as was used for the Tonasket Creek.

177  
178 *RAP funding final prospectuses*  
179 Engineer Thomson updated the BOCC on these final funding prospectuses that due  
180 September 1 and need signatures. He explained the projects listed.

181  
182 *Oroville Shop Roof \$97,395*  
183 Engineer Thomson stated a quote was received and wondered where funds were to pay for  
184 this. Commissioner Hover stated the project isn't in the county's capital improvement plan  
185 and suggested funds could come from road fund instead.

186  
187 *Salmon Creek drainage project*  
188 Still moving through the process for the wetlands. The corps of engineers are looking at it.  
189 Contractor coming in about 4-5 weeks.

190  
191 *Cameron Lake Rd project*  
192 Not sure where this will go in terms of the right of way needed.

193  
194 Our next crush could start this fall but more likely spring, said Engineer Thomson.

195  
196 Commissioner Hover recessed until 1:00 p.m.

197  
198 Commissioners returned at 1:00 p.m.

199  
200

201 **Public Health Board Swearing In-Commissioners Hearing Room**  
202 Commissioner Hover stated the BOCC already have on file their oath's of office and asked the  
203 Clerk of the Board to provide those to the Board of Health Secretary.

204  
205 Commissioner Hover proceeded to perform the oaths of office of the following members of the  
206 Okanogan County Public Health District Board of Health. Jill Gates notarized the oaths.

207  
208 Lionell Orr, Jr.  
209 James A Wright  
210 Mary Ann Williams  
211 Patricia Stanton

212  
213 After the oaths of office were complete, Commissioner Branch mentioned to the other  
214 commissioners the RCO needed clarifications on grant funded project obligations.

215  
216 Commissioner Branch discussed nuisance code update needs. This topic needs further  
217 discussion. He said some HOA's have their own enforcement process and rules. Some may  
218 establish coordination. Commissioners recessed to attend the board of health meeting.

219  
220 **Board of Health 1234 2<sup>nd</sup> Ave S, Okanogan**  
221 Commissioners attended the board of health and returned at 2:55 p.m.

222  
223 **Discussion Burn Ban Emergency Management Maurice Goodall**  
224 Maurice Goodall stated the fire chiefs were in concurrence upon a total burn ban within Okanogan  
225 county. A resolution was prepared to be effective Friday, August 12, 2022 at 0001.

226  
227 **Motion Resolution 114-2022 Burn Ban**  
228 Commissioner DeTro moved to approve resolution 114-2022 regarding a total burn ban in  
229 Okanogan County effective Friday, August 12, 2022 at 0001. Motion was seconded, all were in  
230 favor, motion carried.

231  
232 **Discussion RFP & Preliminary Collaboration Homeless Housing-Housing Coalition**  
233 Present: Rena Shauver and Jennifer Short Community Action Council, Margo Amelong Support  
234 Center, Eric Hein, Okanogan Homeless Shelter, Nancy Nash-Mendez Okanogan Housing  
235 Authority, Carolbelle Branch OBHC, Kate Gering Room One, Sandavol FYRE

236  
237 Zoom: Mike A, Miranda Maple, Lael Duncan, Kelly Edwards Roome One, Mandy Sandoval FRYE,  
238 Mike Arrington Community Homeless Shelter, Miranda Maple

239  
240 Ms. Shauver is the executive director of Community Action Council explained the county asked  
241 for the meeting but there were several items the Housing Coalition worked on for the county such  
242 as the homeless assessment, and Homeless Housing plan and point in time count.

243  
244 Lael Duncan, member of the public, explained the limitations of the Affordable and Homeless  
245 Housing funds as she understood them.

246  
247 Commissioner Hover noted homelessness is more prevalent now and asked how the housing  
248 coalition is looking at using the funds to address this issue. Ms. Nash stated they had not met in  
249 over a year, but there have been more agencies interested in understanding their role and needs  
250 in community. The commissioners are trying to find creative ways to help the homeless and  
251 community feel better about what is going on in the community.

252  
253 Ms. Shauver explained funds were used to fund existing services and really hasn't changed. The  
254 coalition agrees more building projects are needed for the county. Commissioner Hover said there  
255 is such a lack of housing for working class people. Affordable housing is lacking. What can the  
256 funds be used for that help in instant situations to move the homeless to where they need to go.  
257 Commissioner DeTro talked with a lot of people who are very upset and does not think building  
258 more houses for homeless is the answer. He feels we have homeless housing and they glean out  
259 those who want to help themselves and the people left over are mental. The farmers market left  
260 the Omak city park and relocated to East side park. Somehow the mental aspect of those walking  
261 the streets harassing, tearing things up must have a different approach. Address the mental health  
262 segment because no one is addressing that part and he sees that as the main problem. He is  
263 inundated with calls.

264  
265 Ms. Nash said it isn't that one needs to be addressed over the other both aspects need to be  
266 addressed. Supportive housing is out there but not here. Housing Authority preserves affordable  
267 housing for families.

268  
269 Commissioner Branch appreciated the plan that was prepared by Olympia and it described the  
270 homeless situation there. It is important to have a good description of what it is like here. Some  
271 stories may surprise us that have actually different stories. Community engagement is important  
272 because our community needs to know the situations and stories that come with homelessness  
273 and why they are there. Some are homeless because they were fired from jobs and get sideways  
274 and then have nowhere to go and need to get back on their feet. What we see isn't always what  
275 is going on. Olympia data point in time found homelessness went down, but lots of people in  
276 doorways and on the streets. That is there, but community involvement is very important. He  
277 doesn't know about the crime portion of the situation.

278  
279 Eric Hein discussed the Okanogan Homeless Shelter which is a High bar facility. He hasn't been  
280 part of the housing coalition in the past. He explained Project Hope by Omak about setting up a  
281 low bar facility. Getting the most visible homeless into an area or place where they don't have to  
282 meet a high bar to stay. Everyone he has met with recognized this area was needed and where  
283 services could be made available to them t from professionals without first meeting a high bar  
284 standard. A flow chart to show progress. It is disjointed in the county about how to address the  
285 problem and no one is coming up with a solution. Where do we want to physically see these  
286 people? People in crisis need a coordinated effort. Commissioner Branch said people are coming  
287 together to be engaged to know. Mental health issue isn't being ignored and great strides are  
288 being taken to address the issue. Commissioner Branch is being engage with behavioral health,  
289 aging and adult care, and other agencies. The efforts he sees requires engagement with the  
290 community because they are blaming the officials. He is engaged with the group here doing the  
291 work on the street. He stressed if there was a proposal on the table here that helps in the long  
292 run we need to know what our homeless situation is. Ms. Nash said she said working with the  
293 Methow hired someone who provides community engagement in Methow after the fires displaced  
294 people. Commissioner Hover asked what this all looks like whether studies show a crisis center  
295 and where to locate is needed. What is the daily rate of voucher use for the study. He sees a lack  
296 of crisis situation to help those who can go somewhere here to transition once they have received  
297 mental healthcare.

298  
299 Affordable housing funds were discussed.

300  
301 Housing Authority signed an MOU with Methow Housing Trust. There is a long waiting list for  
302 affordable housing.

303  
304 Commissioner Branch said when the coalition is here and doing the RFP because everyone has  
305 their play in this, the bigger picture how should the coalition be involved. Ms. Shauver said a job  
306 description for a coordinator, housing assessment but not countywide, and everyone has data.  
307 Many people are placed in hotels, but nothing has been brought together from the agencies.  
308

309 It is a community wide problem with many people needed in the conversation. How broad and big  
310 and wide we want to go with this. Does the county want to take a different role to a problem that  
311 isn't going away? It is a complex problem. Each individual agency can use the money individually  
312 for their agency need or the group can look at a coordinator.  
313

314 Commissioner Hover asked if the coordinator would be contracted with or an employee? Ms.  
315 Shauver said a consultant who would study whether a coordinator is needed to further the project  
316 once all the information is gathered to decide.  
317

318 Commissioner Hover would like to look at addressing homelessness and mental health  
319 populations. Ms. Short said those are the ones most difficult to gather data from. Point in time  
320 counts are difficult to collect. She wants to make sure we look at ways to improve data collection.  
321 A coordinator could collect data from law enforcement, dispatch calls, and other interactions.  
322 FRYE requests the commissioners' attendance at meetings discussing strategies and will give a  
323 sense of who is involved with law enforcement. People who have these stories are more of who  
324 they deal with. There are many supportive community members who are quieter. The loudest  
325 constituents are often taking away time and support.  
326

327 Qualitative Data is about the numbers and stories from the whole county. It is different throughout  
328 the county and more visible here than in the Methow Valley. Taking it to the street will be important  
329 because people get nervous if you aren't working in the street and they aren't familiar with you,  
330 Commissioner Branch explained. His approach is that there are people heavily engaged with  
331 those with mental health issues.  
332

333 County Action Plan HB 1277 allows the county new money, but not much is known about what  
334 that is. If the County addresses 2 out of 6 strategies funds could open up.  
335

336 Carolbelle Branch thanked the commissioners for coming together to discuss these issues. She  
337 brought forward that it's okay if we don't have a full count, and its okay if some clients who just  
338 want to stay homeless.  
339

340 Eric Hein asked, how does the county coordinate with the cities who actually have the problem?  
341 Shouldn't they be part of the solution? Commissioner Branch said that most of the population is  
342 in his district and he has engaged with many of the mayors and agencies in the towns. He sees  
343 not just talking but there has been a lot of action too. Trying to understand the cities and what  
344 they are involved in. He is mostly learning who is doing what. As far as coordination goes this is  
345 it right here.  
346

347 Ms. Shauver said the county had a homeless task force who brought all the services together to  
348 engage for compiling the assessment.  
349

350 Commissioner Hover would like everybody to be thinking about RFP to ensure everyone is talking  
351 together about a plan the funds will be used for. Commissioner Branch would not want it to be a  
352 county position to keep politics out of it. Continuity is important and commissioners come and go  
353 with different ideas.

354  
355 **Motion - Voucher Approval - Commissioners**  
356 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those  
357 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a  
358 list, and made available to the Board. As of this date, the Board did vote, by unanimous vote, to  
359 approve the regular vouchers in the amount of \$403,640.59. Warrant numbers as cited on the  
360 attached blanket voucher list. Motion seconded and carried.  
361  
362 **Motion Public Health Voucher**  
363 Commissioner DeTro moved to approve the Public Health Vouchers including regular vouchers in  
364 the amount of \$4,274.30. Warrant numbers as cited on the attached blanket voucher list. Motion  
365 was seconded, all were in favor, motion carried.  
366  
367 Commissioner Hover discussed fair food vendor contracts that need to be addressed.  
368  
369 **Commissioners to set Wednesday's Agenda**  
370 No meeting.  
371  
372 The board adjourned at 4:00 p.m.  
373