

BOCC MINUTES- August 1 & 8, 2022

085978 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in the Auditorium in the Whitman County Public Service Building, Colfax, Washington on **Monday, August 1, 2022** at **9:00 a.m.** Tom Handy Chairman, Arthur D Swannack and Michael Largent, Commissioners and Corey Mitzimberg, Clerk of the Board attended.

9:00 a.m. - Call to Order/Board Business/BOCC Workshop.

Remotely: Bailey Wiedmer, Cynthia Hayward, Chris Nelson, Chris Skidmore, Dean Cornelison, Keaton Wheeler, Jessica Jensema, Jacy Leach, Lance Bishop and Sarah Hardy.

085979-085980 1-2. The following items were discussed but no action was taken.

- SEWEDA Interviews
- Eastern Council/Colorado River Capacity
- Martin Hall Update
- Whitcom 2023 Billing
- COVID-19 update
- Monkey Pox update
- Courthouse update/Power-washing
- Veterans Service Officer Training
- 2305 Hopkins Court Space

9:35 a.m. - Recess.

10:15 a.m. - Reconvene/Board Business Continued/Flag Salute.

Remotely: Bailey Wiedmer, Keaton Wheeler, Jessica Jensema, Chris Nelson, Jacy Leach, Lance Bishop, Sarah Hardy and Nicole Frasier. 10:45 - Caitlyn McGregor, Matt Thompson, Alisha Shaw. In person: Annie Pillers

D085980A 3. Pledge of Allegiance.

D085980B 4. Public Comment

Consent Agenda:

085981 5. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to accept the consent agenda as presented.

085982 6. Treasurer's Wire Transfers and Check Report in the amount of **\$379,658.22**, Payroll warrants numbered 361816-361833 for **\$960,763.82** and General Claims/Veterans' Relief warrants numbered 362-185-362249 for **\$162,594.37** approved.

085983 7. July 18, 2022 minutes approved.

085984-085990 8. Personnel change orders approved.

085991 9. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the Washington Teamsters Trust Subscription agreement as presented.

085992 10. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the Interfund Reimbursement agreement between Washington State Administrative Office of the Courts and Whitman County.

085993 11. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the Information Technology Department purchasing the Sophos Intercept X and a MTR subscription.

085994 12. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the interlocal agreement between Whitman County Fire District #14 and Whitman County Public Works renewing the previous agreement for labor, equipment and materials.

085995 13. The Washington State Auditor's Office presented the Entrance Conference for the 2021 Financial and Federal Single Audit. Matt Thompson, Assistant Audit Manager, Alisha Shaw, Program Manager and Caitlyn McGregor, Audit Lead attended and presented. Whitman County Finance Manager, Jessica Jensema, started by sharing the SAO (State Auditor's Office) will explain what the audit involves and what is being looked for during the audit. Mr. Thompson introduced Ms. McGregor to share a PowerPoint presentation and start the meeting. Introductions were done. She then asked Ms. Shaw to present and the following was shared;

- The Audit Scope, the audits that will be performed.
 - Financial Statement audit for January 1, 2021 through December 31, 2021
 - Federal grant compliance audit for January 1, 2021 through December 31, 2021
- Levels of Reporting was explained.
 - Findings, formally address issues in an audit.
 - Management Letters, communicate control deficiencies, non-compliance, misappropriation or abuse are less significant than a finding but still important to be formally communicated to the governing body.
 - Exit items, addresses control deficiencies, non-compliance with law and regulations, or errors that have an insignificant effect on the audit objectives.

Ms. McGregor also stress the confidentiality and protection of sensitive information is a priority in the audit. Audit costs will be approximately \$54,000.00 plus any needed travel costs. During the audit, Finance Director, Jessica Jensema will be the contact and if there are any audit disputes the Audit Manager or Assistant Director should be contacted to discuss. Washington state law requires all state and local agencies to report any lost or suspected loss of public records/resources to the SAO immediately.

An emerging issue the SAO is finding is the reporting if cybersecurity issues. Reporting is required to the Attorney General's Office (AGO) is a single security incident affects more than 500 residents. The SAO may need notified if financial records or finances are involved.

Matt Thompson, Assistant Audit Manager thanked all for time to present the Entrance Conference.

DIVISION UPDATES:

D085995A 14. The following division updates provided by Public Works County Engineer, Dean Cornelison.

Administration:

D085995B 14A. He shared First Aid and Eye Wash stations have been installed in all shops.

Engineering Division:

D085995C 14B. Funding authorization has been received for the County Wide Sealcoat 2022 project, and advertising call for bids should be in Thursday's paper.

D085995D 14C. Mr. Cornelison said Public Works is very close to sending a packet to the State for the Almota Road Phase 3 project, which requests authorization of a right of way purchase for Almota Road.

Maintenance Division:

D085995E 14D. The Maintenance Department has completed all the town chip seal and asphalt work.

CORRESPONDENCE:

D085995F 15. The following correspondence was received:

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085996 15A. Two notices of expiration were received from the Washington State Liquor and Cannabis Board.

085997 16. Commissioners' pending list reviewed.

D085997A 17. Approved documents signed.

11:00 a.m. - Recess.

D085997B THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in the Auditorium in the Whitman County Public Service Building, Colfax, Washington on **Monday, August 8, 2022** at **9:00 a.m.** Tom Handy Chairman, Arthur D Swannack and Michael Largent Commissioners, and Corey Mitzimberg, Deputy Clerk of the Board attended.

9:00 a.m. - Reconvene/Board Business Continued.

D085997C 18. Approved consent agenda items signed.

085998-085999 19. Treasurers Wire Transfers and Check Report in the amount of **\$683,967.03**, Payroll warrants numbered **362071-362086** for **\$524,646.02** and General/Veterans' Relief/Payroll warrants numbered **362272-362344** for **\$254,224.10** approved.

086000-086001 20. Personnel change orders approved.

9:05 a.m. - BOCC Workshop.

Present: Bill Tensfeld and Mark Storey

Remotely: Bailey Wiedmer, Cheri Kramer, Chris Nelson, Chris Skidmore, Crystn Guenther, Cynthia Hayward, David, Kelli Campbell, Katie Jensema, Keaton Wheeler, Kristina Cooper, Jacy Leach, Jessica Jensema, Lance Bishop, Nicole Frasier, Noel Christiansen, Sandy Jamison, Sarah Hardy and Wraylee Flodin

086002 21. The following items were discussed but no action was taken.

- Riparia Fire Report
- Emergency Rule Adoption for COVID-19
- Spillman 911/Motorola Solutions
- Port of Whitman Road
- Colfax Pool Grant-Letter of Support
- COAST Car Charger
- Employee parking along fence at PSB
- Starbuck Town Meeting/Bridge Replacement
- 2305 Hopkins Court, Pullman
- Union negotiation requirements
- COVID-19 Update
- Monkey Pox Update

9:46 a.m. - Adjournment.

D086002A Commissioner Largent **moved** to adjourn the **August 1** and **August 8, 2022** meeting. Motion **seconded** by Commissioner Swannack and **carried**. The Board will meet in regular session, in the Auditorium of the Whitman County Auditorium, Colfax, Washington, on **August 15, 2022**. The foregoing action made this **8th** day of **August, 2022**.

ss/ ARTHUR D SWANNACK, COMMISSIONER
ss/ MICHAEL LARGENT, COMMISSIONER

Corey Mitzimberg
Clerk of the Board

TOM HANDY, CHAIRMAN
Board of County Commissioners