

SKAMANIA COUNTY BOARD OF COMMISSIONERS
240 NW Vancouver Ave.
Stevenson, WA 98648
Agenda for July 18th, 2023

Commissioner meetings are open to public attendance with limited available seating. If you would like to attend remotely, you may do so by using ZOOM with the following numbers:

To Join with Audio Only:

1 346 248 7799 US 1 312 626 6799 US
 1 646 558 8656 US 1 669 900 9128 US
 1 301 715 8592 US

Meeting ID: 889 0632 1210

Join Zoom Meeting - <https://us02web.zoom.us/j/88906321210>

If you wish written comments to be listed on the agenda, they need to be submitted to the Clerk of the Board by noon on Wednesday preceding the Tuesday/Wednesday meeting, otherwise they will be held for the following Tuesday/Wednesday. Email comments to: sackos@co.skamania.wa.us When a holiday falls on Monday, the regular meeting is held on Wednesday of that week.

Tuesday, July 18th, 2023

9:30 AM Call to Order
 Pledge of Allegiance
 Public Comment (3 minutes)

Presentation of retirement plaque to Gerald Larsen, Buildings and Grounds Maintenance Manager.

Consent Agenda Items will be considered and approved on a single motion. Any Commissioner may, by request, remove an item from the agenda prior to approval.

1. Minutes for meetings July 11th, 2023.
2. Agreement modification with the USDA Forest Service for noxious weed control on the Gifford Pinchot National Forest in Skamania County.
3. Contract amendment #2 with Area Agency on Aging & Disabilities of Southwest Washington to increase funding for the Skamania County senior transportation program.

Voucher Approval
 Payroll Approval
 Request to transfer the Boundary Review Board from Human Resources to Community Development.
 Request to transfer the Board of Equalization from Human Resources to Community Development.

Noxious Weed updates with Program Coordinator Emily Stevenson

Meeting Updates

10:00 AM Department Head Reports

11:00 AM Small Business Development Center updates with Business Advisor Lorena Lowell

Note: Agenda subject to change. Times listed are estimates only. The Commission reserves the right to move agenda items as needed and during the meeting, and may add and act on any item not included in the above agenda. Minutes are available at www.skamaniacounty.org on the Commissioners' web page. If necessary, the Board may hold executive sessions on scheduled meeting days. Board of Commissioner meetings are recorded and audio may be heard at www.skamaniacounty.org.

Lunch

1:30 PM Forest Service updates with Mt. Adams District Ranger Erin Black

2:30 PM Washington Gorge Action Programs updates with Program Director Leslie Naramore

5:30 PM Public Hearing to receive public comment and for final review and action of Title III projects for funding

Adjourn

BOARD OF SKAMANIA COUNTY COMMISSIONERS
Skamania County Courthouse
240 NW Vancouver Ave. Lower Level, Room 18
Stevenson, WA 98648
Minutes for Meeting of July 11th, 2023

The Board met for a staff meeting at 9:01 a.m. in the Commissioners' Meeting Room on Tuesday, July 11th, 2023. Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, were present. Reports were presented by Senior Services Program Manager Sophie Miller; Probation Officer Chris Wood; Community Events and Recreation Manager Alex Hays; Human Resource Administrator Debi VanCamp and Human Resource Specialist Sara Slack; Clerk of the Board Lisa Sackos; and Financial Management Administrator Heidi Penner.

The meeting recessed at 9:23 a.m.

The Commissioners' business meeting was called to order at 9:30 a.m. on Tuesday, July 11th, 2023, at the Commissioners' Meeting Room, 240 NW Vancouver Avenue in Stevenson, with Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, present.

The Pledge of the Allegiance was led by Chris Awwad, County Forester.

Public comment was provided by Mary Repar, Stevenson resident, regarding the need for a Veterans Service Officer in Skamania County and the appeal process for the Carson rezone.

Commissioner Leckie moved, seconded by Commissioner Mahar, and the motion carried unanimously to approve the Consent Agenda as follows:

1. Minutes for meeting June 27th, 2023.
2. Minutes for meeting July 2nd - 5th, 2023.
3. Contract Amendment No. 1 with Area Agency on Aging and Disabilities of Southwest Washington (AAADSW) to increase funding for continued grocery delivery.
4. Contract with Area Agency on Aging and Disabilities of Southwest Washington (AAADSW) for Medicare Improvement for Patients and Providers Act (MIPPA).
5. Contract amendment with Hood River County Transportation District to allow the GOrge pass to be valid from date of purchase instead of calendar year.
6. Agreement with Columbia Land Trust to control noxious weeds on Pierce Island in Skamania County.
7. Interlocal agreement with the City of Stevenson to assist with projects.
8. Contract with Enterprise Fleet Management for vehicle replacement of ER&R vehicles.
9. Contract with Washington State Military Department for reimbursement for 911 coordinator professional development and operational expenses for the Skamania County PSAP.
10. Interlocal agreement with Clark County for Skamania County to provide jail services.
11. Revised General Terms and Conditions Agreement with Department of Social and Health Services (DSHS).
12. Resolution 2023-29, Amending 2023-26 Recording Fees.

Commissioner Mahar moved, seconded by Commissioner Leckie and the motion passed unanimously to approve vouchers for the period dated July 11th, 2023, in the total amount of \$30,962.69 with \$16,171.80 being Current Expense, covering warrant numbers 193341 through 193364.

Commissioner Mahar moved to approve the new job description for Probation Clerk and set salary range at 19. Commissioner Mahar rescinded the motion and moved, seconded by Commissioner Leckie and the motion passed unanimously to approve the new job description for Probation Clerk at salary range 19 with the potential to start January 1st, 2024. and to be presented in the 2024 budget by the Probation Officer.

The Board reported on various meetings they attended.

The Board met for Department Head reports.

- David Waymire, Public Works Director, reported on Engineering, County Road, Building Division, Community Development, ER&R, Solid Waste, Information Technology, Building and Grounds, and the Wind River Business Park.
- Tamara Cissell, Community Health Director, reported on Behavioral Health, Public Health, Developmental Disabilities, and Housing.

The Board met with County Forester Chris Awaad for updates.

The Board met in a workshop to discuss Title III applications.

The meeting recessed at 11:05 a.m. and reconvened the same day at 2:32 p.m. with Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, present.

The Board met in a workshop with Human Resources Administrator Debi VanCamp and Human Resources Specialist Sara Slack to discuss potential outcomes and direction of the Human Resources department.

The meeting recessed at 3:10 p.m. and reconvened the same day at 3:34 p.m. with Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, present.

The Board met in a workshop to discuss the Wind River Conveyance Project.

The meeting recessed at 4:24 p.m. and reconvened the same day at 4:26 p.m. with Commissioners Asa Leckie, Richard Mahar, and T.W. Lannen, Chair, present.

Commissioner Mahar moved, seconded by Commissioner Leckie, and the motion carried unanimously to approve the clarified emergency declaration regarding the tunnel #5 fire.

The meeting adjourned at 4:51 p.m.

ATTEST:

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**


T.W. Lannen, Chair

Richard Mahar, Commissioner

Lisa Sackos, Clerk of the Board

Asa Leckie, Commissioner

COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	<u>Noxious Weed</u>	
<u>AGENDA DATE</u>	Department <u>7/18/23</u>	Signature
<u>SUBJECT</u>	<u>Noxious Weed Control_21-PA-11060300-008_002</u>	
<u>ACTION REQUESTED</u>	<u>Approval/Signature</u>	

SUMMARY/BACKGROUND

Modification to participating agreement between Skamania County and USDA Forest Service for noxious weed control in Skamania County

FISCAL IMPACT

Agreement includes \$100,000 cash to county with a 20% match from county.

RECOMMENDATION

Approval.

LIST ATTACHMENTS

One copy to be scanned and emailed to Kelly.huffman@usda.gov

COUNTY FACE SHEET FOR CONTRACTS/LEASES/AGREEMENTS

1. Contract Number 21-PA-11060300-008

2. Contract Status: (Check appropriate box) Original Renewal Amendment

3. Contractor Information: Contractor: USDA Forest Service
Contact Person: Kelly Huffman
Title: Grants Management Specialist
Address: 501 E 5th Street Bldg 404
Address: Vancouver, WA 98661
Phone: 360-891-5168
E-mail: Kelly.huffman@usda.gov

4. Brief description of purpose of the contract and County's contracted duties:
Modification 002 to participating agreement for noxious weed control on the Gifford Pinchot National Forest and in Skamania County

5. Term of Contract: From: Date of Last Signature To: 07/05/2026

6. Contract Award Process: (Check appropriate box)
General Purchase of materials, equipment or supplies - RCW 36.32.245 & 39.04.190

- Exempt (Purchase is \$2,500 or less upon order of the Board of Commissioners)
- Informal Bid Process (Formal Quotes between \$2,500 and \$25,000)
- Formal Sealed Bid Process (Purchase is over \$25,000)
- Other Exempt (explain and provide RCW) Chapter 39.34, Interlocal Cooperation Act

Public Works Construction & Improvements Projects – RCW 36.32.250 & 39.04.155 (Public Works, B&G, Capital Improvements Only)

- Small Works Roster (PW projects up to \$200,000)
- Exempt (PW projects less than \$10,000 upon order of the Board of Commissioners)

7. Amount Budgeted in Current Year: \$ 100,000
Amount Not Budgeted in Current Year: \$ Source:
Total Non-County Funds Committed: \$ 100,000 Source: USDA Forest Service
Total County Funds Committed: \$ 28,654 In-kind or cash match
TOTAL FUNDS COMMITTED: \$ 128,654

8. County Contact Person: Name: Emily Stevenson
Title: Program Coordinator

9. Department Approval: 
Department Head or Elected Official Signature

10. Special Comments: One signed copy to email to Forest Service; email: Kelly.huffman@usda.gov



MODIFICATION OF GRANT OR AGREEMENT

PAGE OF
PAGES 1 7

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 21-PA-11060300-008; Ecosystem Enhancement Through Noxious Weed Control		2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: 002
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Gifford Pinchot National Forest 987 McClellan Rd Vancouver, WA 98661		5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): Mt. Adams Ranger District 2455 Hwy 141 Trout Lake, WA 98650	
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): Skamania County Auditor 240 NW Vancouver AVE Stevenson, WA 98648-6447		7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only): N/A	

8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input checked="" type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD: Expiration date extended from 12/31/2024 to 07/05/2026 to continue RAC-approved project activities within the original scope of work. See Box 9 for provision update.
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: Adds \$100,000.00 for project continuation. All previously obligated funds not yet expended remain available for use. See Box 9 for provision update.
<input checked="" type="checkbox"/>	ADMINISTRATIVE CHANGES: Revises Cooperator Name and updates U.S. Forest Service Program Manager Contact. See Box 9 for provision update.
<input type="checkbox"/>	OTHER (Specify type of modification):

Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.

9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):

CHANGE IN PERFORMANCE PERIOD: This modification revises provision V. EE. COMMENCEMENT/EXPIRATION DATE from December 31, 2024, to July 5, 2026. The expiration date is the final date for completion of all work activities under this agreement.

CHANGE IN FUNDING: This modification updates provision IV. A. PAYMENT/REIMBURSEMENT to add \$100,000.00 for reimbursement of the U.S. Forest Service's share of actual expenses incurred as shown in Attachment A.2 Financial Plan.

A copy of the invoice should be sent to: Adam Rich, adam.rich@usda.gov.
The remaining requirements of the provision remain unchanged.

Agreement Funding Actions To Date:

Orig:	\$79,000.00
Mod 001:	\$100,000.00
Mod 002:	\$100,000.00
Total:	\$279,000.00

ADMINISTRATIVE CHANGES:

This modification revises The County's name from "Skamania, County of" to "Skamania County Auditor" to match current SAM.gov registration.



This modification updates provision V. A. PRINCIPAL CONTACTS to replace U.S. Forest Service Program Manager Contact Conner England and Alternate Project Contact Andrea Montgomery with the following:
Adam Rich, Acting Terrestrial Biologist Program Manager
Telephone: 360-891-5108
Email: adam.rich@usda.gov

10. ATTACHED DOCUMENTATION (Check all that apply):

<input type="checkbox"/>	Revised Scope of Work
<input type="checkbox"/>	Revised Financial Plan
<input checked="" type="checkbox"/>	Other: Attachment A.2 Financial Plan and B.2 Gifford Pinchot Resource Advisory Committee Title II Project Objectives

11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. THE COUNTY SIGNATURE	11.B. DATE SIGNED	11.C. U.S. FOREST SERVICE SIGNATURE	11.D. DATE SIGNED
(Signature of Signatory Official)		(Signature of Signatory Official)	
11.E. NAME (type or print): TOM LANNEN		11.F. NAME (type or print): JOHANNA KOVARIK	
11.G. TITLE (type or print): Chairman, Skamania County Commissioners		11.H. TITLE (type or print): Forest Supervisor, Gifford Pinchot National Forest	

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by: KELLY HUFFMAN Digitally signed by KELLY HUFFMAN Date: 2023.07.11 13:02:09 -07'00' KELLY HUFFMAN (21-PA-11060300-008 Mod 002) U.S. Forest Service Grants Management Specialist	12.B. DATE SIGNED
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Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

Exhibit:

USFS Agreement No.:
Cooperator Agreement No.:

Mod. No.:

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind	
Direct Costs					
Salaries/Labor	\$9,548.02	\$82,800.00	\$25,584.00	\$0.00	\$117,932.02
Travel	\$180.00	\$1,310.00	\$0.00	\$0.00	\$1,490.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$5,175.71	\$0.00	\$0.00	\$5,175.71
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$9,728.02	\$89,285.71	\$25,584.00	\$0.00	\$124,597.73
Coop Indirect Costs		\$10,714.29	\$3,070.08		\$13,784.37
FS Overhead Costs	\$1,459.20				\$1,459.20
Total	\$11,187.22	\$100,000.00	\$28,654.08	\$0.00	
Total Project Value:					\$139,841.30

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 79.51%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 20.49%
Total (f+g) = (h)	(h) 100.00%

WORKSHEET FOR

FS Non-Cash Contribution Cost Analysis, Column (a)

Salaries/Labor				
Standard Calculation				
Job Description	Cost/Day	# of Days		Total
GP Botany Technician	\$307.01	10		\$3,070.10
GP Data Specialist	\$400.54	4		\$1,602.16
GP District Botanist	\$482.74	6		\$2,896.44
GP Forest Biologist	\$494.83	4		\$1,979.32
Total Salaries/Labor				\$9,548.02

Travel				
Standard Calculation				
Travel Expense	Cost/Mile	# of Miles		Total
Mileage to/from District office for Site Visits	\$0.30	600.00		\$180.00
Total Travel				\$180.00

Equipment	
Total Equipment	\$0.00

Supplies/Materials	
Total Supplies/Materials	\$0.00

Printing	
Total Printing	\$0.00

Other Expenses	
Total Other	\$0.00

Subtotal Direct Costs	\$9,728.02
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Forest Service Overhead Costs			
Current Overhead Rate	Subtotal Direct Costs		Total
15.00%	\$9,728.02		\$1,459.20
Total FS Overhead Costs			\$1,459.20

TOTAL COST	\$11,187.22
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WORKSHEET FOR

FS Cash to the Cooperator Cost Analysis, Column (b)

Salaries/Labor				
Standard Calculation				
Job Description	Cost/Day	# of Days		Total
Weed Control Program Lead	\$ 492.00	40		\$19,680.00
Partnership Specialist	\$ 434.00	40		\$17,360.00
Lead Natural Resource Worker	\$ 273.00	40		\$10,920.00
Natural Resource Worker	\$ 262.00	40		\$10,480.00
Natural Resource Aide	\$ 203.00	120.00		\$24,360.00
Total Salaries/Labor				\$82,800.00

Travel				
Standard Calculation				
Travel Expense	# of Vehicles	Cost/mile	# of miles	Total
County Vehicle mileage reimbursement for travel to treatment sites	1	\$0.655	2000	\$1,310.00
Total Travel				\$1,310.00

Equipment	
Total Equipment	\$0.00

Supplies/Materials				
Standard Calculation				
Supplies/Materials	# of Containers	Cost/Container		Total
Herbicide	68.00	\$63.00		\$4,284.00
Non-Standard Calculation				
Supplies/Materials		Cost		Total
PPE: Gloves, respirators, masks, sanitizer for 6 staff		\$891.71		\$891.71
Total Supplies/Materials				\$5,175.71

Other Expenses	
Total Other	\$0.00

Subtotal Direct Costs	\$89,285.71
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Cooperator Indirect Costs			
Current Overhead Rate	Subtotal Direct Costs		Total
12.00%	\$89,285.71		\$10,714.29
Total Coop. Indirect Costs			\$10,714.29

TOTAL COST	\$100,000.00
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WORKSHEET FOR

Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Salaries/Labor			
Standard Calculation			
Job Description	Cost/Day	# of Days	Total
Program Coordinator	\$492.00	52.00	\$25,584.00
Total Salaries/Labor			\$25,584.00

Travel	
Total Travel	\$0.00

Equipment	
Total Equipment	\$0.00

Supplies/Materials	
Total Supplies/Materials	\$0.00

Printing	
Total Printing	\$0.00

Other Expenses	
Total Other	\$0.00

Subtotal Direct Costs	\$25,584.00
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Cooperator Indirect Costs			
Current Overhead Rate	Subtotal Direct Costs		Total
12.00%	\$25,584.00		\$3,070.08
Total Coop. Indirect Costs			\$3,070.08

TOTAL COST	\$28,654.08
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Gifford Pinchot Resource Advisory Committee Title II Proposal Objectives

The County's noxious weed program staff will continue to work with U.S. Forest Service staff to determine the highest priority for treatment areas and continue to monitor and follow up on previously identified noxious weed infestations in Skamania County including the Gifford Pinchot National Forest, Mt. St. Helens National Volcanic Monument, and the Columbia River Gorge National Scenic Area.

This project will ensure availability of weed-free rock product for construction projects and maintenance on National Forest System (NFS) roads by reducing and eliminating invasive species in designated USFS quarries across the forest. Weed abatement for logging operations will occur on the roadside along routes of truck travel and where weeds easily spread into recently disturbed areas. High traffic areas prioritized by the U.S. Forest Service for weed control will avoid spread into forestland.

The County's noxious weed staff will continue compiling and organizing geospatial data and required resource information reporting using Invasive Species Mobile software. Compiled data is transferred into the U.S. Forest Service database Natural Resource Information System and Forest Activity Tracking System to track forest accomplishment.

Dated this _____ day of _____ 2023.

ATTEST:

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

T.W. Lannen, Chairman

Richard Mahar, Commissioner

Lisa Sackos, Clerk of the Board

Asa Leckie, Commissioner

Approved as to form only:

Adam Kick,
Skamania County Prosecuting Attorney

Aye _____
Nay _____
Abstain _____
Absent _____

COUNTY FACE SHEET FOR CONTRACTS/LEASES/AGREEMENTS

1. Contract Number _____

2. Contract Status: (Check appropriate box) Original Renewal Amendment

3. Contractor Information: Contractor: Area Agency on Aging & Disabilities for SW WA
Contact Person: Mikayla Springob
Title: Contracts & Data Specialist
Address: 201 NE 73rd Street, Suite 201
Address: Vancouver, WA 98665
Phone: 360-869-6908

4. Brief description of purpose of the contract and County's contracted duties:
AAADSW contract amendment to increase funding for senior transport.

5. Term of Contract: From: 1/1/2023 To: 12/31/2023

6. Contract Award Process: (Check appropriate box) N/A
General Purchase of materials, equipment or supplies - RCW 36.32.245 & 39.04.190

- Exempt (Purchase is \$2,500 or less upon order of the Board of Commissioners)
- Informal Bid Process (Formal Quotes between \$2,500 and \$25,000)
- Formal Sealed Bid Process (Purchase is over \$25,000)
- Other Exempt (explain and provide RCW) _____

Public Works Construction & Improvements Projects – RCW 36.32.250 & 39.04.155 (Public Works, B&G, Capital Improvements Only) N/A

- Small Works Roster (PW projects up to \$200,000)
- Exempt (PW projects less than \$10,000 upon order of the Board of Commissioners)


7. Amount Budgeted in Current Year: \$75,000
Amount Not Budgeted in Current Year: \$
Total Non-County Funds Committed: \$75,000 Source: OAA, SCSA & ARP
Total County Funds Committed: \$
TOTAL FUNDS COMMITTED: \$75,000

8. County Contact Person: Name: Sophie Miller
Title: Program Manager

9. Department Approval: 
Department Head or Elected Official Signature

10. Special Comments: _____

COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	Skamania County Senior Services	
<u>AGENDA DATE</u>	July 18, 2023	
<u>SUBJECT</u>	Senior Transportation Contract Amend. 2	
<u>ACTION REQUESTED</u>	Approve/Sign Contract	

SUMMARY/BACKGROUND

This is an amendment to increase funding for the current contract with the Area Agency on Aging and Disabilities of Southwest Washington for our Senior transportation program. This amendment increases funding to support expenditures of the senior transport program for Skamania County residents 60 & older.

FISCAL IMPACT

\$75,000 additional funds

RECOMMENDATION

Approve/Sign Amend. 2

LIST ATTACHMENTS

Senior Transport Amend. 2
Board Signature Page



Senior Transportation Services

Contract Amendment No. 2

Skamania County Senior Services (Contractor)

SUBJECT: Amendment No. 2 to the 2023 Senior Transportation Services contract.

PARTIES: Area Agency on Aging & Disabilities of Southwest Washington (AAADSW) and Skamania County Senior Services.

CONTRACT PERIOD OF PERFORMANCE: January 1, 2023 through December 31, 2023.

PURPOSE: The purpose of Amendment No. 2 is to increase Contractor's allocation to provide Senior Transportation services for the remainder of the year.

SCOPE: Amendment No. 2 increases Contractor's allocation by \$75,000 totaling \$181,191 for the year. Funding sources that may be used include OAA, SCSA, ARP, and AAADSW discretionary funds. The additional funding will allow Contractor to maintain current service levels.

Contractor shall provide the services and staff, and otherwise do all things necessary for, or incidental to, the performance of work as set forth in the Contract. All other terms and conditions outlined in the Contract's General Terms and Conditions, Special Terms and Conditions, Statement of Work, and other relevant documents shall remain in full force and effect.

This Amendment, including any exhibits and other documents incorporated by reference, contains the entire Amendment agreed upon by the parties, and the Amendment supersedes all previous agreements regarding the subject. No other understandings or representations, verbal or otherwise, regarding this Contract or Amendment shall be deemed to exist, unless established in writing and signed by both parties.

INQUIRES: Please direct inquires to the AAADSW contacts below.

AAADSW Contact Information

Program Staff:	Claire Thackeray	Contracts Staff:	Whitney Oswald Mikayla Springob
email:	Claire.Thackeray@dshs.wa.gov	email:	Whitney.Oswald@dshs.wa.gov mikayla.springob1@dshs.wa.gov
Telephone:	360-735-5778	Telephone:	360-992-4073 360-869-6908
Address: 201 NE 73 rd Street, Vancouver, WA 98665			

APPROVALS: The parties signing below warrant they have read and understand the terms of the contract amendment and have the authority to represent the respective organizations in this matter.

SUBCONTRACTOR	AAADSW
X	X
Name:	Name: Richard Mahar, Commissioner Chair, AAADSW COG
Date:	Date:

End

Dated this _____ day of _____ 2023.

ATTEST:

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

T.W. Lannen, Chairman

Richard Mahar, Commissioner

Lisa Sackos, Clerk of the Board

Asa Leckie, Commissioner

Approved as to form only:

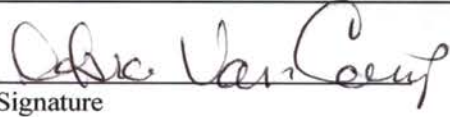
Adam Kick,
Skamania County Prosecuting Attorney

Aye _____
Nay _____
Abstain _____
Absent _____

COMMISSIONER'S AGENDA ITEM COMMENTARY

SUBMITTED BY

Human Resources
Department


Signature

AGENDA DATE

July 18th, 2023

SUBJECT

Boundary Review Board

ACTION REQUESTED

Approval to transfer the Boundary Review Board from the Human Resources department to the Community Development department

SUMMARY/BACKGROUND

Human Resources discussed in the July 11, 2023, workshop that the current Human Resource Administrator would be retiring in December of 2023. At the workshop we discussed a list of assignments that would need to be reassigned when the current Human Resource Administrator Debi Van Camp retires. We would like to move forward with the transfer of Boundary Review Board from the Human Resources department into the Community Development department effective 1/1/2024 with understanding that Debi will work with whomever in Community Development is going to take on the Clerk of the Boundary Review Board duties effective 7/18/2023.

FISCAL IMPACT

Cost of Clerk wages depending on who is doing the position.

RECOMMENDATION

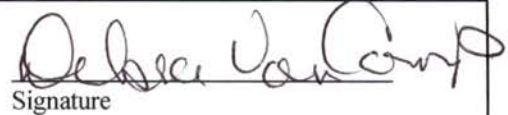
Approval of the transfer from the Human Resources department over into the Community Development department effective January 1, 2024 and allow Debi Van Camp to work with whomever will be assigned the Clerk of the Boundary Review Board duties effective 7/18/2023.

LIST ATTACHMENTS

COMMISSIONER'S AGENDA ITEM COMMENTARY

SUBMITTED BY

Human Resources
Department


Signature

AGENDA DATE

July 18th, 2023

SUBJECT

Board of Equalization

ACTION REQUESTED

Approval to transfer the Board of Equalization from the Human Resources department to the Community Development department

SUMMARY/BACKGROUND

Human Resources discussed in the July 11, 2023, workshop that the current Human Resource Administrator would be retiring in December of 2023. At the workshop we discussed a list of assignments that would need to be reassigned when the current Human Resource Administrator Debi Van Camp retires. We would like to move forward with the transfer of Board of Equalization from the Human Resources department into the Community Development department effective 1/1/2024 with understanding that Debi will work with whomever in Community Development is going to take on the Clerk of the Board of Equalization duties effective 7/18/2023.

FISCAL IMPACT

Cost of Clerk wages depending on who is doing the position.

RECOMMENDATION

Approval of the transfer from the Human Resources department over into the Community Development department effective January 1, 2024 and allow Debi Van Camp to work with whomever will be assigned the Clerk of the Board of Equalization duties effective 7/18/2023.

LIST ATTACHMENTS

Dated this ____ day of _____ 2023.

ATTEST:

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

T.W. Lannen, Chairman

Richard Mahar, Commissioner

Lisa Sackos, Clerk of the Board

Asa Leckie, Commissioner

Aye _____
Nay _____
Abstain _____
Absent _____