

SKAMANIA COUNTY BOARD OF COMMISSIONERS
Skamania County Courthouse
240 NW Vancouver Ave. Lower Level, Room 18
Stevenson, WA 98648
Agenda for September 15, 2020

Commissioner Meetings are open to public attendance with limited available seating, exercising social distancing. Seating will be on a first come, first serve basis. If there is more attendance than seating, you will be asked to leave the Courthouse and phone in using ZOOM using the following numbers.

1 346 248 7799 US 1 312 626 6799 US
1 646 558 8656 US 1 669 900 9128 US
1 253 215 8782 US
1 301 715 8592 US

Meeting ID: 813 4248 1018

Join Zoom Meeting

- Audio only from your computer <https://us02web.zoom.us/j/81342481018>

WRITTEN PUBLIC COMMENTS ACCEPTED AND ENCOURAGED BY MONDAY PRECEDING THE MEETING AT NOON. 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 Thursday preceding the Tuesday meeting, otherwise they will be held for the following Tuesday. slack@co.skamania.wa.us

Tuesday, September 15, 2020

9:30 AM Call to Order,
 Pledge of Allegiance

Public Comments - (3 minutes) – See message above regarding seating in the Commissioner’s Meeting Room

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. Presidential Memorandum Notice 2020-65; Relief with respect to Employment Tax Deadlines
2. Modification #6 of agreement with Gifford Pinchot National Forest for noxious weed control on the Gifford Pinchot National Forest and in the National Scenic Area
3. Contract with Area Agency on Aging & Disabilities for Southwest Washington for Home Delivered Meal Expansion Program

Voucher Approval
Noxious Weed Report – Emily Stevenson, Program Manager
Meeting Updates (May be continued later in the meeting if more time is needed)

10:00 AM Department Head Reports

10:30 AM Columbia River Gorge Commission report – Tamara Kaufman

Lunch

1:30 PM Forest Service Updates, Erin Black, Mt. Adam’s District Ranger, Eric Veach, Forest Supervisor, Rebecca Hoffman, Monument Manager

5:30 PM Public Hearing to take public comment and consider approval of Resolution 2020-26, Supplemental Budget #3 for 2020 Budget

Adjourn

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 recess into executive session on scheduled meeting days.

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: Nellya Zornes
Title: Contracts & Data Support Specialist
Address: 201 NE 73rd Street, Suite 201
Address: Vancouver, WA 98665
Phone: 360-735-5713

4. Brief description of purpose of the contract and County's contracted duties:
AAADSW Home Delivered Meal Expansion Program

5. Term of Contract: From: 9/1/2020 To: 06/30/2021

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: \$
Amount Not Budgeted in Current Year \$ 3,558 Source: AAADSW
Total Non-County Funds Committed: \$0
Total County Funds Committed: \$0
TOTAL FUNDS COMMITTED: \$3,558

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>	Senior Services Department	 Signature
<u>AGENDA DATE</u>	9/15/2020	
<u>SUBJECT</u>	AAADSW Home Delivered Meal Expansion Program	
<u>ACTION REQUESTED</u>	Agreement/signature	

SUMMARY/BACKGROUND

Washington State Senate Bill 5736 Home Delivered Meals Expansion Program is designed to increase the number of new persons receiving home delivered meal nutrition. This contract will allow Senior Services to expand the current home delivered meal program to those individuals that are in need. The contract also allows funding for outreach to promote the expansion.

FISCAL IMPACT –

\$3,558-No county match required

RECOMMENDATION

Approve/Sign the contract

LIST ATTACHMENTS

AAADSW Home Delivered Meal Expansion Program Contract Signature Page & Statement of Work

CONTRACT SIGNATURE PAGE

Service:	SB 5736 Home Delivered Meals Expansion Program	Contractor:	Skamania County Senior Services
Performance Period:	September 1, 2020 through June 30, 2021	Address:	PO Box 369 Stevenson, WA 98648
Contract Type:	Unit Rate with limit	Contact:	Sophie Miller
Non-Medicaid Allocation:	\$3,558 (See Special Terms & Conditions)	E-mail:	miller@co.skamania.wa.us
		Phone:	509-427-3985
		Fax:	509-427-0139
Funding Source(s):	SB 5736 HDM Expansion	Counties Served:	Skamania
Subrecipient or Vendor:	Subrecipient	UBI:	n/a
Required match:	None	Federal Tax ID #:	91-6001363

AAADSW Contacts

Program: Mikayla Springob
email: Mikayla.Springob@dshs.wa.gov
Telephone: 360-735-5780
Fax: 360-696-4905

Contracts: Tom Waltz
 Nellya Zornes
email: Tom.Waltz@dshs.wa.gov
Nellya.Zornes@dshs.wa.gov
Telephone: 360-735-5716
 360-735-5713
Fax: 360-696-4905

The terms of this Contract are set out in and governed by the following, which are incorporated herein by reference (for consent purposes, please review all documents before signing below):

- | | |
|---|--|
| <input checked="" type="checkbox"/> General Terms and Conditions | <input checked="" type="checkbox"/> Exhibit B: Contractor Profile |
| <input checked="" type="checkbox"/> Statement of Work | <input checked="" type="checkbox"/> Exhibit C: Menu Pattern & Nutrition Program Standards; Invoice Form |
| <input checked="" type="checkbox"/> Special Terms and Conditions | <input checked="" type="checkbox"/> Exhibit D: Senior Vulnerability Criteria and Disqualifying Crimes List |
| <input type="checkbox"/> Exhibit A: Budget and Staffing Forms (NA) | <input checked="" type="checkbox"/> Exhibit E: Contractor Outreach Plan Template |

This contract, including all exhibits and other documents incorporated by reference, contains all of the terms and conditions agreed upon by the parties and supersedes all previous agreements. No other understandings or representations, verbal or otherwise, regarding the subject matter of this contract shall be deemed to exist or bind the parties. The parties signing below warrant they have read and understand all the terms of the contract, and have the authority to enter into this contract.

Skamania County Senior Services

**Area Agency on Aging & Disabilities of
Southwest Washington**

Signature: _____
 Name: _____
 Title: _____ Date: _____

Signature: _____
 Name: David Kelly
 Title: Executive Director Date: _____

SB 5736 Home Delivered Meals Expansion Program

STATEMENT OF WORK

Skamania County Senior Services (Contractor)

1. SERVICE DESCRIPTION

Washington State Senate Bill 5736 Home Delivered Meals Expansion Program is designed to increase the number of new persons receiving home delivered nutrition.

A. Home Delivered Nutrition Services (HDNS) provides nutritious meals delivered to residences, and may include other nutrition services to vulnerable, older persons who are normally unable to leave their own homes without assistance. Services are intended to maintain or improve the nutritional status of these individuals, support their independence, prevent premature institutionalization, and allow earlier discharge from hospitals, nursing homes, or other residential care facilities.

B. Eligibility and Target Population

Contractor shall determine Client (also called “participants”) eligibility using the standards outlined below.

To be eligible for HDNS, individuals must be aged 60 or older **AND** are:

1. Homebound (defined as normally unable to leave home unassisted, and for whom leaving home takes considerable and taxing effort. A person may leave home for medical treatment or other short infrequent absences for non-medical reasons, such as a trip to a hair stylist or to attend religious services).

AND

2. Unable to prepare meals for themselves because of:

- a. A disabling condition such as limited physical mobility, cognitive or psychological impairment, sight impairment; or
- b. Lack of knowledge or skills to select and prepare nourishing and well balanced meals;
or

- c. Lack of means to obtain or prepare nourishing meals; or
- d. Lack the incentive to prepare and eat a meal alone.

AND

- 3. Meet the vulnerability criteria outlined below:
 - a. A person is considered vulnerable if s/he is unable to perform one or more of the activities of daily living (ADL's) or instrumental activities of daily living (IADL's) listed below without assistance due to physical, cognitive, emotional, psychological or social impairment.
 - Activities of daily living include eating, dressing, bathing, toileting, transferring in and out of bed/chair, and/or walking.
 - Instrumental activities of daily living include preparing meals, shopping, medication management, managing money, using the telephone, doing housework, and/or transportation.
 - b. Vulnerable individuals may have behavioral or mental health problems that could result in premature institutionalization, or is unable to perform the activities of daily living listed above, or is unable to provide for his/her own health and safety, primarily due to cognitive, behavioral, psychological/emotional conditions which inhibit decision-making and threaten the person's ability to remain independent.
 - c. Vulnerable individuals lack an informal support system. This includes no family, friends, neighbors or others who are both willing and able to perform the service(s) needed, or their informal support system needs to be temporarily or permanently supplemented.
- 4. Other individuals eligible for Home Delivered Nutrition Services, if resources are available, include:
 - a. The spouse of a Client receiving home-delivered meals funded through this contract (regardless of the spouse's age);
 - b. Individuals with disabilities who are not older individuals but who reside in the same home with other individuals eligible for the service; and/or
 - c. Individuals providing volunteer services in the home-delivered meals program (regardless of the volunteer's age).

2. CONTRACTOR SERVICE OBLIGATIONS

A. Requirements of Home Delivered Nutrition Services Contractor

1. In all stages of food service, Contractor shall comply with federal, state, and local fire, health, sanitation, safety and building codes, regulations, licensure requirements, and other provisions relating to the public health, safety and welfare applicable to each Congregate Nutrition site, food preparation site, and food service vendor/caterer used in the nutrition program.
2. Specifically regarding food, food service, and the food worker, Contractor shall comply with Washington Administrative Code (WAC) 246-215, Food Service; WAC 246-217, Food Worker Cards; RCW 69.06 Food and Beverage Establishment Workers' Permits; program guidelines (Senior Nutrition Program Standards 2016); and AAADSW Program Instructions.
3. All Contractor staff, both paid and volunteer, must receive orientation before providing nutrition program services and must receive regular in-services training.
4. If referrals exceed resources, Contractor must notify AAADSW immediately. Any program changes needed as a result of referrals exceeding resources must have prior approval from AAADSW.
5. Contractor must develop specific, verifiable, and achievable program objectives addressing the number and frequency of meals to be served by Contractor, the level of nutrition education provided, and nutrition outreach approaches to be implemented.
6. Contractor must develop procedures to be followed in the event of weather related or other emergencies, disasters, or situations which may interrupt home deliveries. Procedures shall include maintaining lists of Clients with particular attention to those individuals who are at most risk.
7. Contractor ensures that each meal provides at least one-third (1/3) of the current Recommended Dietary Allowances (RDA), as established by the Food and Nutrition Board of the Institute of Medicine of the National Academy of Sciences. Contractor is strongly encouraged to use computerized nutrient analysis to assure meals are in compliance with nutritional requirements. If nutrient analysis software is not used, Contractor must follow the menu pattern in the Senior Nutrition Program Standards 2016.
8. Contractor must provide special menus, where feasible and appropriate, to meet the particular dietary needs arising from the health requirements, religious requirements, or ethnic backgrounds of eligible persons. Examples include diabetic

and low-salt diets, or serving rice at a meal site mostly attended by elderly Asian clients.

9. Dietician services: Contractor shall cooperate and coordinate activities with a Registered Dietician (RD) who provides technical assistance on menu planning, food health and safety, and program activities. Contractor shall:
 - a. Consult with the RD on monthly menu planning, RDA standards, and recipe standardization;
 - b. Allow the RD access to all program related facilities and staff so that the dietician may assess Contractor's performance; and
 - c. Work with the RD to resolve any issues noted during the dietician's site visit, and will participate in other dietician-directed activities.
10. New Client Outreach: Contractor will conduct nutrition outreach as necessary to reach their *new clients* target number. Nutrition outreach shall be designed to seek out and identify, hard- to-reach, isolated, and vulnerable persons who are or may be eligible for Home Delivered Nutrition Services.
11. Information and Referral to Basic Food Program: Contractor will provide information for the Senior Nutrition Program Clients to take advantage of benefits available to them under the Basic Food Program. Contractor shall coordinate its activities with local agencies that conduct outreach for the Basic Food Program to facilitate participation of eligible older persons in the program.
12. Subject to Client consent, any Client who appears to meet the vulnerability criteria of this Contract shall be referred to Senior Information and Assistance for screening to determine the need for case management services.
13. All Contractor employees and volunteers are mandatory reporters of abuse and neglect of vulnerable adults and children in accordance with state law. Contractor shall report any conditions or circumstances which place a person or the household in imminent danger as outlined in this Contract's General Terms and Conditions

B. Services to be Provided

1. Contractor shall provide the equivalent of one Home Delivered Meal per day, for five or more days a week to authorized Clients residing in their own homes.
2. Meals may include hot, cold, frozen, dried, canned or supplemental foods with a satisfactory storage life.

3. Upon request, Contractor shall provide in writing the method used to determine which Clients, if any, received frozen meals, dried, canned or supplemental foods.
4. Contractor may elect to provide additional services such as serving two (2) or more meals a day, serving meals seven (7) days a week, and providing meals on holidays.
5. Contractor shall provide each Home Delivered Meal Client the opportunity to make a voluntary and confidential monetary contribution to the cost of the meal. Such contributions shall be recorded as Program Income as outlined in this Contract's General and Special Terms and Conditions.
6. Contractor shall also obtain the following documentation for the Client's file:
 - Verification that a grievance procedure was provided to the participant; and
 - Verification of Client consent to release information for any non-program contacts.

C. Home Delivered Nutrition Services Client/Participant Assessments

1. Contractor shall assess individuals aged 60 and over requesting home-delivered meals according to the eligibility criteria in this Statement of Work (see "Eligibility and Target Population" Section 1.B above).
2. There shall be an initial in-home assessment and subsequent in-home reassessments of each participant annually. The initial assessment shall be completed within three (3) weeks of the participant's first meal. Subsequent reassessments shall be completed annually, or sooner if the initial assessment indicates that the participant will need home-delivered meals on a temporary rather than permanent basis. An example would be a participant who is recovering from surgery or illness and is expected to recover the ability to provide for himself/herself nutritionally.

Applicants for Home Delivered Nutrition Services who refuse to allow an in-home assessment to determine eligibility for home delivered nutrition services may be denied service. This does not relieve Contractor of the responsibility to make reasonable attempts to get the information and to explain the reason for the assessment to potential Clients who have applied for these nutrition services.

3. Contractor shall establish specific written procedures describing how the assessments will be conducted. An assessment must not only focus on a participant's deficits, but also on his or her strengths and informal supports so that those with the greatest need receive this service when resources are limited. The assessment of strengths and informal supports may furnish ideas for alternate means of providing nutrition services or assistance.

4. Contractor shall ensure each HDNS Client completes the Nutrition Screening Initiative Checklist “*Determining Your Nutritional Health*” as part of the initial in-home Assessment and report monthly to AAADSW the number of Clients determined to be at high nutritional risk (i.e., those that have a risk score of 6).

D. Reporting Requirements

Contractor shall enter all required reporting elements in CLC GetCare System.

1. Client Intake:

The following Client information shall be collected by Contractor before any meals are delivered to that Client.

- Full name including first, middle initial and last
- Street and mailing address (if different)
- Home telephone number including area code
- Gender
- Birth Date
- Urban/rural
- Race and Ethnicity
- Primary language spoken
- Household composition (lives alone)
- Yes or No – is household income at or below 100% Federal Poverty Level
- Special diet requirements, restrictions, or nutritional problems and concerns expressed by the participant
- Yes or No - did participant score as At Nutritional Risk on *Determining Your Nutritional Health* form
- Count of Client’s ADLs
- Count of Client’s IADLs

2. Enroll Clients using the following filters:

Scope of Work	Home Delivered Meals
Program	SB5736/LOC
Service Detail	1 NSIP Meal

3. Monthly Service Numbers:

- Number of meals provided to each registered Client.

4. Disenroll clients no longer receiving meals.

5. Annual Data Review: Contractor shall assist AAADSW to review and correct Contractor’s data as required for any federal and state reporting.

End

COUNTY FACE SHEET FOR CONTRACTS/LEASES/AGREEMENTS

1. Contract Number 17-SA-11060300-026

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

3. Contractor Information: Contractor: USDA Forest Service
Contact Person: Tiffany Berliner
Title: Grants Management Specialist
Address: 63095 Deschutes Market Rd
Address: Bend, OR 97701
Phone: 541-383-5797
E-mail: tiffany.berliner@usda.gov

4. Brief description of purpose of the contract and County's contracted duties:
Noxious weed control on the Gifford Pinchot National Forest and in National Scenic Area

5. Term of Contract: From: Date of Last Signature To: 12/30/21

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: \$ 40,400
Amount Not Budgeted in Current Year: \$ Source:
Total Non-County Funds Committed: \$ 40,400 Source: USDA Forest Service
Total County Funds Committed: \$ 8,080 In-kind or cash match
TOTAL FUNDS COMMITTED: \$ 48,480

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: tiffany.berliner@usda.gov

COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	<u>Noxious Weed</u>	
	Department	Signature
<u>AGENDA DATE</u>	<u>9/15/2020</u>	
<u>SUBJECT</u>	<u>Noxious Weed Control 17-SA-11060300-026 MOD 6</u>	
<u>ACTION REQUESTED</u>	<u>Approval/Signature</u>	

SUMMARY/BACKGROUND

Modification 6 for Stewardship agreement between US Forest Service, NSA, and Skamania County (Noxious Weed).

FISCAL IMPACT

This modification includes an additional \$40,400 cash to cooperator for treatment of National Forest noxious weeds. This modification requires in-kind match (20%) of \$8080.00 by the weed program of both county and state funds which are currently budgeted.

RECOMMENDATION

Approval.

LIST ATTACHMENTS

One copy to be scanned and emailed to tiffany.berliner@usda.gov



MODIFICATION OF GRANT OR AGREEMENT	PAGE OF PAGES
	1 7

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 17-SA-11060300-026 Noxious Weed Control	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: 006
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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 (office) 501 E. 5th St. Bldg 404 (mail) Vancouver, WA 98661 Columbia River Gorge National Scenic Area 902 Wasco Avenue, Suite 200 Hood River, OR 97031	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
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6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): Skamania, County of c/o Skamania County Noxious Weed Control Program P.O. Box 790 240 NW Vancouver Ave Stevenson, WA 98648-6447	7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):
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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 type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD:
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: Add U.S. Forest Service Funding (See Box 9)
<input type="checkbox"/>	ADMINISTRATIVE CHANGES:
<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):

This modification is to add U.S. Forest Service funding in the amount of \$40,400.00. Technical proposal and maps remain in effect and unchanged. All previously obligated funds remain available.

Original: \$81,462.00
 Mod 001: \$156,314.00
 Mod 002: \$34,500.00
 Mod 003: \$70,376.00
 Mod 004: \$42,856.00
 Mod 005: \$52,700.00
 Mod 006: \$40,400.00
 Total: \$478,608.00

The following provisions are added in this modification:

IV.K. PAYMENT/REIMBURSEMENT. The U.S. Forest Service shall reimburse the County for the U.S. Forest Service's share of actual expenses incurred, not to exceed **\$40,400.00**, as shown in the Financial Plan (Attachment A.6). The U.S. Forest Service shall make payment upon receipt of the County's **monthly** invoice. Each invoice from the County shall display the total project costs for the billing period, separated by U.S. Forest Service and the County's share. In-kind contributions must be displayed as a separate line item and must not be included in the total project costs available for reimbursement. The final invoice must display the County's full match towards the project, as shown in the financial plan, and be submitted no later than 90 days from the expiration date.



Each invoice must include, at a minimum:

1. County's name, address, and telephone number.
2. U.S. Forest Service agreement number.
3. Invoice date.
4. Performance dates of the work completed (start & end).
5. Total invoice amount for the billing period, separated by the U.S. Forest Service and County share with in-kind contributions displayed as a separate line item.
6. Display all costs, both cumulative and for the billing period, by separate cost element as shown on the financial plan.
7. Cumulative amount of the U.S. Forest Service payments to date.
8. Statement that the invoice is a request for payment by 'reimbursement'.
9. If using SF-270, a signature is required.
10. Invoice Number, if applicable.

The invoice shall be forwarded to:

EMAIL: SM.FS.ASC_GA@USDA.GOV

FAX: 877-687-4894

POSTAL: USDA Forest Service
 Albuquerque Service Center
 Payments – Grants & Agreements
 101B Sun Ave NE
 Albuquerque, NM 87109

Send a copy to: Andrea Montgomery at Andrea.Montgomery@usda.gov

LIMITATION OF FUNDS. U.S. Forest Service funds in the amount of **\$38,000.00** are currently available for performance of this agreement through **December 21, 2021**. The U.S. Forest Service's ability to provide additional funding is contingent upon the availability of appropriated funds from which payment can be made. There is no legal liability on the part of the Forest Service for any payment above this amount until the County receives notice of availability confirmed in a written modification by the Forest Service.

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: Mod 006 Financial Plan (Attachment A.6)

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. 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): RICHARD MAHAR		11.F. NAME (type or print): ERIC VEACH	
11.G. TITLE (type or print): Chairman, Skamania County Commissioners		11.H. TITLE (type or print): Forest Supervisor, Gifford Pinchot National Forest	
		11.I. U.S. FOREST SERVICE SIGNATURE	11.J. DATE SIGNED
		(Signature of Signatory Official)	
		11.K. NAME (type or print): LYNN BURDITT	
		11.L. TITLE (type or print): Area Manager, Columbia River Gorge National Scenic Area	





12. G&A REVIEW

<p>12.A. The authority and format of this modification have been reviewed and approved for signature by:</p> <p>JESSICA CLARK <small>Digitally signed by JESSICA CLARK Date: 2020.09.03 08:04:52 -07'00'</small></p> <p>JESSICA CLARK (17-SA-11060300-026 M6) U.S. Forest Service Lead Grants Management Specialist</p>	<p>12.B. DATE SIGNED</p> <p>9/3/2020</p>
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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.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotope, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

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.

Attachment: A.6

USFS Agreement No.: 17-SA-11060300-026
Cooperator Agreement No.:

Mod. No.: 006

Agreements Financial Plan (Short Form)

Financial Plan Matrix: Note: All columns may not be used. Use depends on source and type of contribution(s).

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS			COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind		
Direct Costs						
Salaries/Labor	\$12,537.20	\$34,865.90	\$14,248.80	\$0.00	\$61,651.90	
Travel	\$0.00	\$584.82	\$0.00	\$0.00	\$584.82	
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Supplies/Materials	\$0.00	\$620.71	\$0.00	\$0.00	\$620.71	
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal	\$12,537.20	\$36,071.43	\$14,248.80	\$0.00	\$62,857.43	
Coop Indirect Costs	\$1,504.46	\$4,328.57	\$1,709.86		\$6,038.43	
FS Overhead Costs	\$14,041.66	\$40,400.00	\$15,958.66	\$0.00	\$1,504.46	
Total						
		Total Project Value:			\$70,400.32	

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 77.33%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 22.67%
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
Botanist (GP)		\$452.16	15.00	\$6,782.40
Biotech (GP)		\$287.74	20.00	\$5,754.80
Total Salaries/Labor				\$12,537.20

Travel

Standard Calculation				
Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00
Total Travel				\$0.00

Equipment

Standard Calculation				
Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
Total Equipment				\$0.00

Supplies/Materials

Standard Calculation				
Supplies/Materials		# of Items	Cost/Item	Total
				\$0.00
Total Supplies/Materials				\$0.00

Other Expenses

Standard Calculation				
Item		# of Units	Cost/Unit	Total
				\$0.00
Total Other				\$0.00

Subtotal Direct Costs

\$12,537.20

Forest Service Overhead Costs

Current Overhead Rate	Subtotal Direct Costs		Total
12.00%	\$12,537.20		\$1,504.46
Total FS Overhead Costs			\$1,504.46

TOTAL COST

\$14,041.66

WORKSHEET FOR

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

Salaries/Labor

Standard Calculation				
Job Description	Cost/Day	# of Days		Total
Program Coordinator	\$395.80	20.00		\$7,916.00
Partnership Specialist	\$372.70	20.00		\$7,454.00
Lead Natural Resource Worker	\$265.50	20.00		\$5,310.00
Natural Resource Worker	\$244.90	31.00		\$7,591.90
Natural Resource Aide	\$188.40	35.00		\$6,594.00
Total Salaries/Labor				\$34,865.90

Travel

Standard Calculation				
Travel Expense	Cost/Mile	# of Miles		Total
Vehicle Mileage	\$0.57	1026.00		\$584.82
Total Travel				\$584.82

Equipment

Standard Calculation				
Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
Total Equipment				\$0.00

Supplies/Materials

Standard Calculation				
Supplies/Materials	# of Items	Cost/Item		Total
Glyphosate	2.00	\$20.00		\$40.00
Triclopyr	1.00	\$78.02		\$78.02
Surfactant	2.00	\$20.00		\$40.00
Marker Dye	2.00	\$56.00		\$112.00
Non-Standard Calculation				
Misc PPE				\$350.69
Total Supplies/Materials				\$620.71

Other Expenses

Standard Calculation				
Item	# of Units	Cost/Unit		Total
				\$0.00
Total Other				\$0.00

Subtotal Direct Costs

\$36,071.43

Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs		Total
12.00%	\$36,071.43		\$4,328.57
Total Coop. Indirect Costs			\$4,328.57

TOTAL COST

\$40,400.00

WORKSHEET FOR

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

Salaries/Labor				
Standard Calculation				
Job Description	Cost/Day	# of Days		Total
Program Coordinator	\$395.80	36.00		\$14,248.80
Total Salaries/Labor				\$14,248.80

Travel				
Standard Calculation				
Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00
Total Travel				\$0.00

Equipment				
Standard Calculation				
Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
Total Equipment				\$0.00

Supplies/Materials				
Standard Calculation				
Supplies/Materials	# of Items	Cost/Item		Total
				\$0.00
Total Supplies/Materials				\$0.00

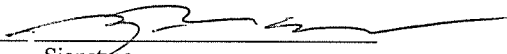
Other Expenses				
Standard Calculation				
Item	# of Units	Cost/Unit		Total
				\$0.00
Total Other				\$0.00

Subtotal Direct Costs	\$14,248.80
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Cooperator Indirect Costs				
Current Overhead Rate	Subtotal Direct Costs			Total
12.00%	\$14,248.80			\$1,709.86
Total Coop. Indirect Costs				\$1,709.86

TOTAL COST	\$15,958.66
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COMMISSIONER'S AGENDA ITEM COMMENTARY

<u>SUBMITTED BY</u>	Auditor's Office	
	Department	Signature
<u>AGENDA DATE</u>	09/15/2020	
<u>SUBJECT</u>	<u>Notice 2020-65 Relief with Respect to Employment Tax Deadlines Applicable to Employers Affected by the Ongoing Coronavirus 2019 Pandemic</u>	
<u>ACTION REQUESTED</u>	Reject the memorandum to defer social security tax withholdings	

SUMMARY/BACKGROUND

The President issued a memorandum directing the Secretary of the Treasury to use his authority pursuant to section 7508A of the Internal Revenue Code to defer the withholding, deposit, and payment of certain payroll tax obligations (social security tax). Notice 2020-65 allows the option but does not require employers to defer withholding and payment of Social Security taxes. Any withholding deferred during 2020 would need to be repaid in early 2021.

FISCAL IMPACT

There will be some employee time costs to this but no impact to the county budget.

RECOMMENDATION

As this is an option to postpone withholding and not a forgiveness of Social Security tax, we believe it is in the employee's best interest for Skamania County to not implement this deferral and keep withholding social security taxes each pay period. This will keep employees from having double the Social Security withheld from paychecks starting in January 2021. In the event an employee ends County employment prior to January 2021, it also keeps the County from having to subtract that postponed withholding from their final paycheck.

LIST ATTACHMENTS

MOTION

The Board of Commissioners hereby agrees that it is not beneficial to the employees of Skamania County to defer their social security withholding and potentially have to repay it in 2021 causing an undue hardship to the employees from a double deduction to repay the funds.

SKAMANIA COUNTY

BOARD OF COMMISSIONERS

Chairman Robert Hamlin

Commissioner T.W. Lannen

Commissioner Richard Mahar

Date:

ATTEST:

Clerk of the Board

RESOLUTION 2020-26

(Supplemental Budget #3 for 2020 budget for various funds)

WHEREAS, various funds and departments have unanticipated expenditures and revenues for 2020; and

WHEREAS, pursuant to RCW 36.40.100, 36.40.195 and Resolution 1999-31, the Board has the authority to transfer, revise or supplement its budget and to increase budgets with unanticipated funds; and

WHEREAS, pursuant to RCW 36.40.100, the Board has the authority to transfer funds; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby creates, transfers, revises or supplements the 2020 budget as described in "Attachment A";

BE IT FINALLY RESOLVED that the Clerk of the Board is hereby directed to give due notice of a public hearing upon this resolution for adoption on the 15th day of September 2020 at 5:30 o'clock p.m.

PASSED IN REGULAR SESSION this 25th day of August 2020.



ATTEST:

Debbie Clark
Clerk of the Board

SKAMANIA COUNTY, WASHINGTON

Paul Star

Chairman

J. W. Lamm

Commissioner

[Signature]

Commissioner

RESOLUTION NO. 2020-26 IS HEREBY APPROVED AND ADOPTED in regular session this 15th day of September 2020 upon public hearing having been held in accordance with the laws of the State of Washington.

**BOARD OF COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

Chairman

Commissioner

Commissioner



ATTEST:

Clerk of the Board

APPROVED AS TO FORM ONLY:

Prosecuting Attorney

For _____
Against _____
Abstain _____
Absent _____

NOTICE OF PUBLIC HEARING
Before the
Board of Skamania County Commissioners

PURPOSE: Skamania County Board of Commissioners hereby gives notice that a public hearing will be held to consider Resolution 2020-26 Supplemental Budget #3 for 2020 to supplement budgets for various funds due to unanticipated expenditures and revenues unknown at the time of approval of the 2020 Budget.

Oral and written comments will be considered at the public hearing by the Board of Commissioners. Written comments may be sent to Skamania County Board of Commissioners, Attn: Clerk of the Board, PO Box 790, Stevenson, WA 98648 or slack@co.skamania.wa.us Anyone interested may appear and be heard.

Copies of Supplemental Budget #3 are available to the public, after 1 p.m. on the Wednesday prior to the public hearing in the Commissioners' Office, Room 15, 240 NW Vancouver Avenue, Stevenson, WA.

DATE: September 15, 2020
TIME: 5:30 PM
PLACE: Skamania County Courthouse, Room No. 18 (lower level)
240 NW Vancouver Avenue
Stevenson, WA.

Commissioner Meetings are open to public attendance with limited available seating, exercising social distancing. Seating will be on a first come, first serve basis. If there is more attendance than seating, you will be asked to leave the Courthouse and phone in using ZOOM using the following numbers.

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

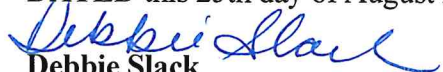
Meeting ID: 813 4248 1018

Join Zoom Meeting Audio only from your computer

<https://us02web.zoom.us/j/81342481018>

Skamania County Courthouse is accessible for persons with disabilities. Please let us now if you will need any special accommodations in order to attend the meeting. (509) 427-3700.

DATED this 25th day of August 2020.


Debbie Slack
Clerk of the Board

Publish: September 2nd and September 9th, 2020

DATE: August 25, 2020

TO: The Skamania County Pioneer
PO Box 250
Stevenson, WA 98648

FROM: Skamania County Commissioners
Clerk of the Board
PO Box 790
Stevenson, WA 98648

Please publish the following documents on the dates indicated:

1. Document: Notice of public hearing to accept public comment and consider Resolution 2020-26 Supplemental Budget #3 to the 2020 Budget
Publish as: Legal Notice
Publish on: September 2nd and September 9th, 2020
Send Bill to : Commissioners

Resolution 2020-26
Supplemental Budget #3 Explanation
Attachment A
Public Hearing
September 15, 2020
5:30 p.m.

The total Current Expense spending authority requested for this supplemental not covered by increased revenues or other budget offsets is \$119,125.00

Year to date funds requested by supplemental from Current Expense is \$754,011.27 (This includes \$600,000 from CE to CR Facilities and Lands)

\$50,000 – Operating Transfer Out (0010.370). Operating transfer to ER & R Sub Fund created by Resolution 2020-25, to track revenues and expenditures related to COVID -19 separated from other County Funds.

\$50,000 – Operating Transfer Out (0010.370). Operating transfer to Senior Services for operating expenses diminished by lack of revenue due to COVID 19.

\$76,500– Buildings and Grounds (0010.220) – COVID-19 FEMA funds, with \$19,125 being the 25% match needed from Current Expense due to COVID -19.

\$174,185.49 – Title III (1300.000) – Budget authority needed for Title III funds received for 2019. Title III project funds are disbursed to project recipients on a reimbursable basis

\$75,000– ER & R Stores (5010.300) – Fuel will now be charged through ER & R for the fuel sites rather than through Wilcox and Flagel.

ATTACHMENT A - RESOLUTION 2020-26

Supplemental Budget #3 to 2020 Budget

Total YTD Current Expense	(Includes \$600,000	
Ask before this	from CE to CR Facilities	
supplemental	& Lands)	\$ 754,011.27
Total Needed from Current		
Expense for this		
Supplemental		\$ 119,125.00

Current Expense Funds

Non-Departmental Revenues	0010.380.308.000.000	Beginning Cash - CE	\$ 19,125.00
Buildings and Grounds	0010.220.333.970.360	COVID-19 FEMA 4481	<u>\$ 57,375.00</u>
			\$ 76,500.00
Buildings and Grounds	0010.220.518.300.100	Salaries & Wages	\$ 40,000.00
Buildings and Grounds	0010.220.518.300.215	Payroll Taxes	\$ 1,500.00
		Office & Operating	
Buildings and Grounds	0010.220.518.300.310	Supplies	<u>\$ 35,000.00</u>
			\$ 76,500.00
Non-Departmental Revenue	0010.380.308.000.000	Beginning Cash	\$ 50,000.00
Operating Transfer Out	0010.370.597.000.033	Op Trans - ER & R Sub	
		Fund COVID	<u>\$ 50,000.00</u>
Non-Department Revenue	0010.380.308.000.000	Beginning Cash	\$ 50,000.00
Operating Transfer Out	0010.370.597.000.008	Op Trans - Seniors	<u>\$ 50,000.00</u>

Special Revenue Funds

Title III	1300.000.332.100.700	Title III Funds	<u>\$ 174,185.49</u>
Title III	1300.000.522.200.410	Professional Services	\$ 111,485.49
		Operating Transfer To	
Title III	1300.000.597.000.000	Sheriff	<u>\$ 62,700.00</u>
			\$ 174,185.49

Internal Service Fund

ER & R Stores	5010.300.344.500.000	Revenue for Sale of Fuel	\$ 75,000.00
		Expense Bulk Fuel for	
ER & R Stores	5010.300.548.400.344	Resale	<u>\$ 75,000.00</u>