

County Administrator's Briefing Notes

10:00 AM Monday – April 6, 2009

Port Blakely Conference Room

*What are we asking for?
Why is it important?
Is it realistic?*

Attendance: Commissioners Charlotte Garrido, Steve Bauer, Josh Brown; Nancy Buonanno Grennan, County Administrator; Shawn Gabriel, Administrative Services; Larry Keeton, Community Development; Greg Sandstrom, Coroner; Jim Avery, Assessor; Steve Boyer, Sheriff; Dennis Bonneville, Undersheriff; Dave White and Gary Simpson, Sheriff's Office; Dave Peterson, Clerk; Sue Wohleb, Personnel; Fernando Connil, Personnel; Lisa Fryer, Administrative Services; Penny Starkey, Personnel; Cindy Thurmon, Jail Administration; Eric Baker, Commissioners; Stephanie Pinard, Administrative Services; Carolyn Siems, Commissioners; Deanna Erstad, Commissioners; Steve Gardiner, Kitsap Sun,

10:00

1. APPROVE NOTES FROM THE AM BRIEF OF 03/16/2009 and 03/30/2009

Action: *Minutes were approved.*

10:10

2. BOARD DISCUSSION

Action: *Discussion of Budget.*

Shawn led discussion on budget shortfall. He provided a table with 4% and 6% scenarios of cuts for each department. Several departments are still working to finalize their scenarios. The group went through the summary table by each department.

Discussion Points:

- Commissioner Garrido questioned if we went with the 4.1% cut if that would get us where we need to be. Shawn explained that the figure is now 4.68%.
- Don't have the first quarter financials complete yet as we don't have the final expense figures.
- Facility closures –
- 1st quarter should fall into place with 6% cut.
- Steve said we need both final first quarter expenses and revenues prior to making decisions.
- Shawn will meet with the Board on April 15th on final first quarter financials.
- Hiring freeze factored in for the first 3 months into budget projection.
- Coming into this meeting with different information from last week meeting as far as first quarter figures.
- We can have conceptual discussion today but final decisions will need to wait until we have all figures.
- Possible budget reduction – offset salary savings with redistribution instead of

computer replacement; DCD has extra computers due to staff reduction that can be redistributed and also deferment of Microsoft Exchange project.

- Risk management rate reduction
- Defer the UGA Silverdale study to 2010 – Commissioner Bauer said he doesn't like the idea of putting that off to a later date.

Shawn discussed each department scenario. Discussion was held.

- Board agreed it's fair to give departments credit for hiring freeze positions. Comfortable saying today that 4.1% cut is appropriate but want to wait until we get the final figures for 1st quarter.
- Steve mentioned that the Hood Canal Bridge 6 week closure would impact sales tax figures.
- Discussion was held on potential closure of Administration Building one day a week. Question was asked about savings in electricity if building was closed? There was discussion on getting out information to public if we close one day a week. Question was raised about closing all non-court buildings, ie Public Works building, etc.
- Need to talk about priorities, ie treat everyone equally or prioritize... public service versus public safety concerns. Public service is vital and also we have mandates we have to meet.
- There was concern that the 4% cut may not be enough. Steve said he would rather go to 4 days a week than cut staff. When we come through this recession and have to rehire and train new people would take time and considerable training.
- Long term challenge – bargaining units vs non-bargained units was discussed.
- Charlotte stated that there may be some opportunities in the stimulus package that would benefit the county and get us through these difficult economic times.
- Steve would like to understand the Cops Hiring program and would like more information. Sheriff Boyer will bring more information to board. He stressed his commitment to both the financial situation and to public safety. He is opposed to layoffs but will do whatever possible to help the financial issues. Economic costs later are so high to rehire deputies and train. He will work with staff to meet these projections.
- Josh questioned the suggestion of doing away with the courthouse front door security and replacing it with correction personnel to patrol the courts. Dennis Bonneville explained this scenario versus lay off of deputies.
- The Board will meet Wednesday, April 15th with more information. Nancy said for notice purposes we need to give 2 weeks notice to do an amendment to budget. Nancy is meeting with union tomorrow afternoon to verify.
- The public needs to be notified on changes and reductions in services.
- Josh suggested we tentatively shoot for the 4% immediately and then look further into the 6% cut.
- Discussion was held on which day would be best to close – Monday or Friday. This will be discussed further at the April 15th meeting.

Charlotte gave briefing on Stimulus package. (packet attached). She discussed green jobs that address energy efficiency through construction technologies, weatherization training, renewable resources and practical projects.

Points of Discussion:

- Courthouse renovation – more energy efficient – total cost is \$4 million
- Block grant energy money that would come to county is \$2.3 million. Steve would like to talk about the \$2.3 million and how to use it?
- Other funds we would go to?
- County has significant needs – need to set priorities and talk about
- Entities in Prosperity Partnership will work together to identify projects and will be put together as Puget Sound Region rather than individual entities., Kitsap has led in the development of green building and low impact development standards.
- Trying to gather as many Kitsap projects as possible (including cities) and trying to unify those instead of city and county applying separately.
- Josh feels we need someone to come in and do an energy audit on the courthouse.
- Nancy is working to pull Dean Boening from his current job effective May 1st and work with PSE to pay part of his position to begin energy audit.
- Need a comprehensive energy audit, including diesel vehicles, retrofitting for various types of energy savings projects, electric vehicles etc.

Charlotte asked what board needs from her icw the stimulus package. She needs some support now as things are coming due in May that need to be applied for.

Steve said we need to have an energy policy in the county.

Josh suggested we make calls to other counties to possibly get some ideas from them that maybe helpful to us.

ADJOURN 12:18pm