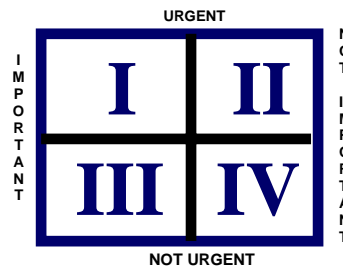


TASK	RELATIONSHIP
PRES	Speak for Yourself
Ask Questions	Listen Actively
Summarize	Gatekeeping
Polling	Compliment & Agree
80/20 Principle	Humor
Build Consensus	Process Check



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

**JANUARY 28, 2009 MINUTES  
 BOARD OF COMMISSIONERS – MANAGEMENT TEAM  
 WORK/STUDY SESSION  
 8:30 AM**

**Attendance:** Randy Casteel, Public Works Director, Chip Faver, Parks & Recreation Director, Larry Keeton, Community Development Director, Bud Harris, Information Services Director, Bert Furuta, Personnel & Human Services Director, Shawn Gabriel, Administrative Services Director, Nancy Buonanno Grennan, County Administrator, Josh Brown, Commissioner, Charlotte Garrido, Chair, Steve Bauer, Commissioner, Barbara Stephenson, County Treasurer, Dave Peterson, County Clerk, Maury Baker, District Court, Frank Maiocco, Superior Court, Dave Schureman, Auditor’s Office, Walt Washington, County Auditor, Greg Sandstrom, County Coroner, Steve Boyer, County Sheriff, Fernando Conil, Personnel, Mike Eastman, Assessor’s Office, Alison Sontag, Clerk’ Office, Lisa Fryer, Administrative Services, Stephanie Pinard, Administrative Services, Jeff Rowe Hornbaker, Community Development, Vivian Henderson, KAPO, Brynn Grimley, Steve Gardner, Kitsap Sun, Carolyn Siems, Commissioners Office, Joe Rozak, Kitsap Mental Health Services and Charlie Bermant, Port Orchard Independent.

**1. EXECUTIVE SESSION**

The Board convened in executive session from 8:30 – 9:30 am to discuss issues regarding potential litigation pursuant to RCW 42.30.110(1)(i). The Board recessed out of executive session at 9:30 am and will reconvene from 4:00 – 5:00 pm.

**2. KITSAP MENTAL HEALTH LEGISLATIVE BRIEFING (Joe Rozak)**

**Joe Rozak, Kitsap Mental Health Services** – gave PowerPoint presentation

- Discussion about Kitsap Mental Health vitals (number of employees, service contracts, capital improvement projects and capital construction projects)
- Discussion about community mental health challenges
- Discussion about the number of mental health clients from 2003 – 2008
- Discussion about their youth inpatient unit
- Discussion about their overall inpatient services
- Discussed their 2008 Kitsap Mental Health Satisfaction Survey received from clients
- Discussed Kitsap Mental Health Legislative Agenda

## **FIVE M INUTE BREAK**

### **3. 2008 BUDGET UPDATE - gave PowerPoint presentation**

#### **Shawn Gabriel, Administrative Services**

- Discussed the 2008 budget overview
- Discussion about 2008 year-to-date results (projected revenue, projected expenditures and the difference)
- Discussed general fund 2008 revenue and expenditures by departments and elected offices
- Discussed “overtime” by department and elected offices
- Discussed Community Development Enterprise Fund (projected revenue, projected expenditures and the difference)
- Discussed 2008 retail sales tax and 2008 property tax
- Discussed 2008 real estate excise tax revenue (revenue shortfall \$1,422,629)
- Discussion about the 2008 year end department overview – budget versus actual
- Staff will provide regular monthly budget update to Board and Elected Officials.

## **RECAP**

#### **Dave Peterson, County Clerk**

- Discussed request to reclassify Court Clerk I positions to Court Clerk II positions
- Discussed job descriptions, training and recruiting process for Court Clerks
- Discussed how this affects bargaining units
- Nancy G. and Bert F. will work with County Clerk and bring back recommendations to the Board

#### **Chip Faver, Parks & Recreation**

- Discussed letter of intent to Dept of Natural Resources, Re: Newberry Hill