

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?**

**FEBRUARY 4, 2009 MINUTES
BOARD OF COMMISSIONERS – MANAGEMENT TEAM
WORK/STUDY SESSION
8:30 AM**

Attendance: Jon Brand, Asst 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, Jeff Rowe-Hornbaker, Community Development, Vivian Henderson, KAPO, Carolyn Siems, Commissioners Office, Tim Kelly, Public Defense Coordinator, Susan Taylor, Alison Sonntag, Clerks Office, Dave Peterson, County Clerk, Karen Ashcraft, Community Development, Lisa Nickel and Shelley Kneip, Civil Prosecutor’s Office and Scott Diener, Community Development.

1. **APPROVE MINUTES OF 1/21/09 AND 1/28/09** - continued
2. **REVIEW AGENDA FOR 2/09/09**
 - Take item 4D off consent
 - Discussion on items 6A through 6DD (Dave Peterson will give overview at Monday’s meeting).

INDUSTRIAL DEV CORP – Brief overview by staff

3. INFORMATION SHARING

Bud Harris, Information Services

- Meeting with CenCom today - Re: review overall Information Services normal operating charges to CenCom
- Discussion about long-term packaging of all MTC (COPS Grant) law enforcement and fire agencies under the CenCom umbrella of expenses - Bud will keep the Board in the loop on this.
- Discussed new legislation for CenCom funding.
- Discussed COPS grant reimbursement.
- Discussion about upgrading technical equipment in Port Blakely Conf Room and video conferencing capabilities.

Jon Brand, Public Works

- Work started on 6-year transportation plan - will schedule briefing to update Board.

Chip Faver, Parks & Recreation

- Update on PSNS & IMF job fair at the Pavilion, approximately 12-14,000 attended
- Approximately 200 people showed up for Homeless count.
- Will meet with DNR to discuss Newberry Hill property, will provide letter of intent.
- Discussed RCO grant due date of June 30, 2009
- Discussion about agreement with Great Peninsula Conservancy on their fundraising efforts (Chip will meet with Civil Division regarding this matter).
- Received six RFP responses to Special Events Center Feasibility Study - will meet with Board prior to making final selection and will provide a one page sheet of panel expectations and expected outcomes.

Larry Keeton, Community Development

- Sent copy of the Department's annual report to the Board
- Discussion about Carpenter Creek Restoration, Re: agreement with Army Corps of engineers within the next 60-90 days in order to use the \$600,000 as part of the contribution match.
- Said Kitsap County will be featured in an article in the spring issue of "Wildlife Professional" - Re: Chico Creek (will send draft copy of article to the Board)
- Will have booth at the HBA Home Show in March.

Shawn Gabriel, Administrative Services

- Gave presentation to the Citizens Budget Committee – Re: 2008 status and 2009 overview.
- Discussion about the Purchasing Office review of existing contracts
- Discussion on possible savings of \$60,000 this year on copier/printer contracts.

Bert Furuta, Personnel & Human Services

- Submitted county workforce handout.
- Discussed cuts in Governor's budget for substance abuse services.
- States 7,800 unemployed in Kitsap County in December and 11,000 unemployed in January.
- Discussion about COBRA changes, employers will have to pay 65% of cobra payments for laid-off employees and ex-employees can now remain on COBRA up to age 65.
- Said initial unemployment for laid-off workers is 26 weeks but now it's up to a year.

Nancy Grennan, County Administrator

- Working with Ned D., Frank M., Dave P. and Maury B. on impacts of proposed budget from the Office of Judicial Administration
- Met with Animal Control on Friday – discussed with Civil Division the county's legal requirements and costs for animal control services and restructuring of those services.
- Discussion about different level of service in the urban versus rural areas of the county.
- Discussed animal control code revision.
- Received email from HBA, Re: Stormwater – Dave T., Lisa N and Larry K. working on this.

Josh Brown, County Commissioner

- Discussed possibly taping Drug Court graduations to be aired on BKAT- (Nancy will check with Judge Roof and Frank Maiocco).
- Discussion about Human Services budget cuts - will meet with Bert to discuss alternatives
- County needs to coordinate with Kitsap Mental Health regarding the cuts.
- Board needs to be in the loop with Behavioral Health Alliance meetings
- Working with Jon B. and Greg C. re: federal transportation funding/applying for monies

Charlotte Garrido, Chair

- Need to meet with Energy Conservation Task Force and the Parks Sustainability Task Force.
- Spoke with Norm Dicks' office and Senator Cantwell's office about stimulus package.
- Polled department heads about attendance at "Kitchen Table Sustainability" workshop.

FIVE MINUTE BREAK

**4. HEARING EXAMINER RULES OF PROCEDURE
(Scott Diener/Larry Keeton/Karen Ashcraft)**

- Discussed Hearing Examiner Rules and process (rules written by HE)
- Discussed appeals to the Hearing Examiner
- Discussed rules of reconsideration
- Discussed rights and responsibilities of parties
- Discussed responsibilities of staff, applicant and interested parties
- Discussion about whether this matter would require a public hearing
- Discussed the mediation process
- Discussed continuing or postponing a hearing
- Discussed rules of appeal for administrative decisions
- Discussed about prehearing conference or prehearing order
- Staff will submit this item for the first regular business meeting in March

RECAP