

**BOARD OF ISLAND COUNTY COMMISSIONERS' MINUTES OF MEETING
AUGUST 9, 2023 – WORK SESSION**

97

The Board of Island County Commissioners met in Work Session with staff on Wednesday, August 9, 2023, beginning at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Janet St. Clair, Chair
Jill Johnson, Member
Melanie Bacon, Member

Staff: Layla Tromble

County Administrator: Michael Jones

Commissioners

Staff Present: Sheriff Rick Felici, Prosecuting Attorney Greg Banks, Chair Janet St. Clair, Member Melanie Bacon, Member Jill Johnson

Meeting Start Time: 9:05 a.m. / Recording @ 0:00:01

Subject: Discussion regarding homeless encampments

Description: Discussion regarding homeless encampments

Attachment: None

Action: Mr. Banks and Sheriff Felici discussed legal and enforcement issues surrounding homeless encampments in Island County.

Follow Up: Sheriff Felici will bring vehicle storage expense and clean-up to the future budget discussion.

Brief five-minute break

County Administration

Staff Present: Michael Jones, County Administrator; DEI Manager Kenesha Lewin, Human Resources and General Services Director Catherine Reid; Human Services Director Lynda Austin; Planning Director Mary Engle, Public Health Director Shawn Morris

Meeting Start Time: 10:06 a.m. / Recording @ 0:55:45

Subject: Assessment of Advisory Board and Best Practices for Advisory Committees

Description: Providing information to the BOCC to facilitate a discussion on board and commission diversity.

Attachment: Advisory Board Memo dated 8/4/2023, Attachment A – Summary of Advisory Board and Potential Changes, Attachment B – Best Equity Practices for Advisory Boards or Committees, Attachment C – Community Engagement Framework Toolkit

Action: Mr. Jones and Ms. Lewin presented Best Practices for diversity and equity in advisory committees

Follow Up:

- Mr. Jones will ensure all advisory boards the Board appoints members to are included in the summary recommendation information for future reference.
- Mr. Jones will revisit potentially reworking membership on certain committees to give equal weight to all regions of Island County.
- Ms. Austin will add regularly scheduled meetings for the Housing Advisory Board to the recommendations.

- Ms. Austin will bring back a recommendation for the Housing Advisory Board to determine whether to expand the current scope of work to include more policy conversation.
- Ms. Engle will recommend to the Planning Commission changing the time of day of their meetings.
- Mr. Jones and Mr. Morris will bring back the Natural Resources Committees under Public Health direction to discuss recommendations to a future work session.

The meeting adjourned until 1:00 p.m. for the 2024 Budget workshop.

WORK SESSION- AUGUST 9, 2023- BUDGET WORKSHOP- WEEK 2

The Board of Island County Commissioners (including Diking Improvement District #4) reconvened the continued Work Session at 1:08 p.m. Chair Janet St. Clair, Member Jill Johnson, and Member Melanie Bacon, were present.

The Board, County Administrator Michael Jones, IT Director John Kent, Facilities Director Ryan Beach, and Budget Director Susan Geiger met to discuss the 2024 budget.

Follow up:

- Ms. Geiger will provide an updated revenue sheet to reflect the updated interest numbers from the Treasurer.
- Ms. Geiger will provide a new total of revenue based on updated numbers since the prior workshop.
- Ms. Geiger will provide updated personnel wage numbers to the Board.
- Ms. Lewin and Mr. Jones will work on a supplemental budget item for training.
- Mr. Kent will update the Board about GIS at a future work session.
- Mr. Jones will bring back the Civic Plus and AV Capture supplemental request to a future budget workshop.
- Ms. Geiger will bring a budget amendment for Microsoft 365 to allow the contract to move forward.
- Mr. Beach will provide a revised problem solution sheet with a jail needs analysis line item.

At 3:44 p.m., the Board adjourned to reconvene at Work Session on August 10, 2023, at 1:00 p.m.

WORK SESSION- AUGUST 10, 2023- BUDGET WORKSHOP- WEEK 2

The Board of Island County Commissioners (including Diking Improvement District #4) reconvened the continued Work Session from August 9, 2023, beginning at 1:03 p.m. Chair Janet St. Clair, Member Jill Johnson, and Member Melanie Bacon were present.

The Board, County Administrator Michael Jones, Planning Director Mary Engle, Court Administrator Megan Frazier, Human Services Director Lynda Austin, Office Manager Jamie Montoya, Public Health Director Shawn Morris, and Budget Director Susan Geiger met to discuss the 2024 budget.

At 1:03 p.m., Commissioner Bacon continued with Budget Workshop.

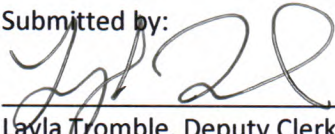
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Follow up:

- Ms. Geiger will email Public Works, Planning, and Public Health to obtain the data point and the County Administrator to review the resolution structure for a permit fee increase before the end of October.

There being no further business to come before the Board, the meeting adjourned at 3:02 p.m.

Submitted by:



Layla Tromble, Deputy Clerk of the Board

Minutes approved this 12th day of September 2023.

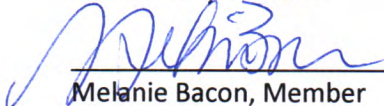
BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON



Janet St. Clair, Chair

'excused'

Jill Johnson, Member



Melanie Bacon, Member