

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?**

**APRIL 23, 2008 MINUTES
 BOARD OF COMMISSIONERS – MANAGEMENT TEAM
 WORK/STUDY SESSION
 8:30 AM**

DRAFT NUMBER: 1 (Subject to Change)

Time

Attendance: Commissioner Jan Angel, Commissioner Josh Brown; Nancy Buonanno Grennan, County Administrator; Randy Casteel, Director, Public Works; Ben Holland, Director and Stephanie Pinard, Administrative Services; Larry Keeton, Director, Jim Bolger, Assistant Director, Kathleen Barnhart, Sue Donahue, Kathy Peters, Patty Charnas, Scott Diener, Jonathan Pavy, Katrina Knutson, Heather Adams and Pete Sullivan, Community Development; Bud Harris, Director, Information Services, Chip Faver, Director, Parks and Recreation; Bert Furuta, Director, Personnel and Human Resources; Jacquelyn Aufderheide and Shelley Kneip, Prosecutor’s Office; Steve Gardner, *The Kitsap Sun*, Teresa Osinski, Home Builder’s Association; Vivian Henderson and Administrative Specialist, Debbie Austin.

- 1. APPROVE MINUTES OF APRIL 16, 2008 WORK/STUDY** **8:35 – 8:40**
 Minutes approved as amended on April 23, 2008

- 2. BOCC AGENDA REVIEW FOR APRIL 28, 2008** **8:40 – 9:15**
 - Item 3)A, Resolution accepting the NW Mountain View Road Culvert project with Northern Con-Agg as complete will be removed from the consent agenda.
 - Item 3)O, Resolution accepting as complete, County Road Project 1547-Miller Bay Road NE improvements has been removed from the consent agenda.
 - Item 4)A, Resolution authorizing reciprocal agreement with Central Fire and Rescue for services rendered during events such as the Fair & Stampede and the Haunted Barn will be pulled from the agenda
 - Item 5)A, Interlocal with the San Juan County has been pulled from the agenda
 - Item 6:A, Purchase and Sale Agreement amendment with David Kessler, Gail Kessler and Silverdale Whaling Company, LLC has been removed from the consent agenda

- 3. INFORMATION SHARING** **9:15 –10:10**

Ben Holland, Administrative Services

- Ben introduced Stephanie Pinard, newly hired as a budget analyst.

- There is a problem with some of the electronic locks in the jail that could be costly to repair.
- Had a state performance audit on Public Disclosure requests. Overall, staff performed way above average.
- Elizabeth Watkins has resigned her position as a public disclosure responder due to health reasons.
- Discussion of Puget Sound Clean Air Agency's 2009 assessment. Dave Peters will report to the Commissioners on the assessment today.

Bert Furuta, Personnel and Human Services

- Are scheduled next Monday to review the Human Services department at the afternoon briefing.
- Discussion of the Supervisor's Training program. Graduation from the program will occur in July, 2008

Larry Keeton, Community Development

- Discussion on issues with the Home Depot building permit
- Larry will check on the Wal Mart extension permit
- "Subject to Building Inspection" permitting pilot program will begin next week
- Pierce County is here today looking at our fiscal policies for fee structure

Chip Faver, Parks and Recreation

- Finished negotiations with the consultant that will be doing the Master Plan at South Kitsap Park
- Will be reviewing all grant applications this week
- Are reviewing the current contract with Parametrix for cost cutting measures
- Kay Anderson is working on cash handling procedures for the department
- Are drafting letters for properties of interest to have them ready for the grant cycle

Randy Casteel, Public Works

- Barry Loveless has taken over the Public Works Director position for the City of Poulsbo
- Michelle Miller from the solid waste division left to accept a position in California

Bud Harris, Information Services

- Ed Sherman and Craig Adams are giving presentations at the ACCES conference this week.
- Discussion of the teleworking process and how to promote the program. Will be doing an all employee survey on how this program can integrate into employees working schedules
- The Poulsbo City Hall project has asked for consultation with Bud on Information Services issues
- Discussion of the citizens information system (311) that will take affect during the next two months

Jacquelyn Aufderheide, Prosecutor's Office

- Pass

Nancy Buonano Grennan, County Administrator

- Friday is career shadow day at the County. The Commissioners will meet with the students at 11:00AM

Commissioner Jan Angel

- Thanked the departments for their participation in Take Your Kids to Work Day yesterday
- The contract for the transportation survey for Bethel Corridor is being finalized. The questions will be drafted in May, survey will be conducted in June

Commissioner Josh Brown

- Spoke to students at two high schools yesterday on government process

- Taped a “Commissioners Corner” segment with BKAT last week. The Commissioners may be interested in doing this on a regular basis
- Discussion of culvert maintenance, what can and can’t be done and how to communicate with and educate the public on County efforts

FIVE MINUTE BREAK

4. NATURAL RESOURCES BRIEFING (Patty Charnas) 10:15 – 10:50

- Discussion of the Carpenter Creek Salmon Habitat Restoration, culvert replacement project and the funding issues involved with multi-jurisdictional involvement in the project
- Discussion of the Chico Creek Instream Restoration Project and the affects of the December storm on the project
- Discussion of the progression of the West Sound Watersheds Council
- Introduction of Kathleen Barnhart as the new director of the Stream Team watershed network and an update of the public information outreach projects underway.

5. LONG RANGE PLANNING UPDATE (Scott Diener) 10:50 – 11:20

- Discussion of the Illahee Communtiy Planning efforts with the citizens advisory group. Katrina will brief Commissioner Brown further on citizen issues. This plan is to be finalized in October.
- The Greater Hansville Area Community Planning effort has been kicked off with introductory meetings. A planning committee has been established. Discussion of the community groups in the area and their role in community planning. This plan will not conclude this year.
- Discussion of the Kingston Downtown Improvements planning efforts. Are on target for structure finalization this year.
- Working on two site specifics in the Manchester area
- Discussion of the Waaga Way Extension Area Design guidelines
- Have developed a structure for the next phase of Code Development

The Commissioners recessed into executive session regarding personnel issues.

RECAP