

1 **County Administrator's Briefing Notes**
2 **2:00 PM Monday – October 3, 2005**
3 Commissioner' Conference Room
4

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

5
6 Attendance: Chair Chris Endresen; Commissioner Jan Angel, Commissioner Patty Lent,
7 Administrator Cris Gears; Ben Holland – Administrative Services; Penny Starkey and Robert
8 Gudmundson – Personnel; Jacquelyn Aufderheide – Civil Prosecutor; Opal Robertson –
9 Clerk of the Board; Randy Casteel – Public Works; Jim Bolger – Department of Community
10 Development; Art Castle – Home Builder's Association; Jim and Ginger Sommerhauser;
11 Administrative Coordinator Don Burger; and Administrative Specialist Joyce E. S. Figueroa
12 de Raschke

13
14
15 **1. Convene Meeting & Approve Minutes of Previous Briefing:**

16 **08/29 PM Briefs:** Minutes approved with modifications.

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19 **2. BOCC Agenda Review for October 10, 2005**

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21 Action:

- 22 • Board selected the Compensation Committee members as the October 2005
23 Employees of the Month. Commissioner Endresen asked for amplifying information
24 about the committee's actions.
25 • Appeal black code interpretation is scheduled for 10:00 AM, although the public
26 meeting will begin at 9:00 a.m.
27 • Item 2A: resolution authorizing the county engineer to proceed with County Road
28 Project 1553 was removed from consent.
29

30 **3. South and North Road Shed Visitation (Chair Chris Endresen)**

31
32 Action:

- 33
34 • Penny Starkey and Robert Gudmundson were asked by the Board to meet with
35 employees of the Central, North, and South Road Shed to discuss: job
36 descriptions, health benefits, and/or retirement benefits, and salary surveys.
37 • Robert Gudmundson stated that utilities issues have been settled, and he will send an
38 email on it.
39

40 **4. Resolutions No. 169-2005 and 170-2005 (Jacquelyn Aufderheide)**

41
42 Action:

- 43 • Discussion was held, comments received and hearing no objection, a motion was
44 made by Commissioner Lent and seconded by Commissioner Angel that the Board
45 adopt Resolution No. 169-2005 relating to the disaster relief efforts associated with
46 Hurricane Katrina and Hurricane Rita and their aftermath; authorizing the voluntary
47 deployment of Kitsap County employees with specific skills to devastated regions to

1 perform duties related but not limited to search, rescue and recovery efforts and
2 restoration of essential services to the citizens of Alabama, Louisiana, Mississippi and
3 Texas and providing for their compensation. Motion carried unanimously.
4

- 5 • Discussion was held, comments received and hearing no objection, a motion was
6 made by Commissioner Lent and seconded by Commissioner Angel that the Board
7 adopt Resolution No. 170-2005 establishing a new classification of emergency worker.
8 Motion carried unanimously.
9

10 **3. Discuss Reimbursement of Travel Expenses Incurred by Kitsap County** 11 **Officers and Employees Policy (BOCC)** 12

13 Action:

- 14 • Commissioner Endresen suggested that the County use current I.R.S. tables for
15 computing travel expenses (in-state and out-of-state travels).
- 16 • Employee's can accept meals if they are invited speakers at a function.
- 17 • Board requested that the County use the listing of the highest cost cities.
- 18 • Look at three resolutions.
- 19 • Ben Holland to look over form.
20

21 **4. Board of Commissioners'/Administrator's Issues** 22

23 Action:

- 24 • Board discussed the cost for the Employee of the Month luncheons.
- 25 • Ben Holland stated that Jim Avery is encouraging contributions to the United Way
26 campaign.
- 27 • BOCC Strategic Planning Retreat at Long Lake to include Elected Officials and
28 Department Heads.
29

30 Commissioner Endresen

- 31 • Sales tax initiative is important to the County.
- 32 • Strategic Planning Process – Planning needs to be county-based, focusing on big
33 issues.
- 34 • NASCAR: Need to develop a “Board Position” that can be a basis of discussion with
35 the State.
36

37 Commissioner Angel

- 38 • Per the meeting with Elected Officials, requested staff check the 2003 Resolution for
39 the Coroner's earnings adjustment.
- 40 • Need a plaque on the jail for completion of the project.
- 41 • Want to make sure a joint County booth is at the fair in the future.
42

43 Commissioner Lent

- 44 • Suggested that information on NASCAR be gathered by racetrack people to do
45 research along with a staff person. Citizen's to do some thing since this is not a ballot
46 issue on what is the impact of the racetrack to Kitsap County.

- 1 • Commissioner Angel stated that a citizen's group has to happen, and asked the
- 2 following questions: what have other racetracks done, and what about having the
- 3 same concept as BRAC?
- 4 • Commissioner Endresen questioned what their charge would be, and what their
- 5 budget would be.
- 6 • Commissioner Lent stated that the committee would have a clear investigation.
- 7 • Commissioner Endresen asked that International Speedway Corporation (ISC) to
- 8 supply an inventory of the names of the tracks that they have, the businesses in the
- 9 surrounding areas. Of the tracks listed, how many do they own and/or how many
- 10 tracks listed are publicly owned. Need to have a Board position to talk to the State
- 11 about who's talking to whom.
- 12 • Cris Gears will be going to Olympia on October 11th.
- 13 • Walked Anderson Landing last Saturday with Dana Coggins and received an
- 14 indoctrination on noxious weeds.

15
16 **Review Draft Agenda for Upcoming Meetings.**

- 17 a. October 5, 2005 – No Meeting - Two BOCC Members Out of Area
- 18 b. October 10, 2005 – Regular BOCC Meeting 10:00 a.m.
- 19 c. October 10, 2005 – Monday PM Brief – No Meeting Scheduled – Two
- 20 Commissioner Out of Area
- 21 d. October 12, 2005 – Work Study Session – 8:30 a.m.
- 22 Information Sharing
- 23 Departmental Goals Review – Information Services (Bud Harris)
- 24 Departmental Goals Review – DCD (Cindy Baker)
- 25 e. October 17, 2005 – Monday AM Brief – 10:00 a.m.
- 26 Departmental Goals Review – Public Works (Randy Casteel)
- 27 f. October 17, 2005 – Monday PM Brief – 2:00 p.m.
- 28 BOCC Agenda Review for October 24, 2005
- 29 Budget Pre-Brief (Ben Holland)
- 30 g. October 19, 2005 - BOCC Retreat (Long Lake)
- 31 h. October 20, 2005 – BOCC Retreat (Long Lake)

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33 **6. Adjourn**

