



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

**JULY 11, 2007 MINUTES
BOARD OF COMMISSIONERS – MANAGEMENT TEAM
WORK/STUDY SESSION
PORT BLAKELY CONFERENCE ROOM 8:30 AM**

Attendance: Chair Josh Brown; Commissioner Jan Angel; Commissioner Steve Bauer; Nancy Buonanno Grennan, County Administrator; Carolyn Siems, Assistant to County Administrator; Randy Casteel, Director Public Works; Arley Bright, Administrative Services; Jim Bolger, Assistant Director of Community Development; Bud Harris, Information Services; Chip Faver, Director of Parks & Recreation; Clarence Moriwaki, Public Information Officer; Jacquelyn Aufderheide and Shelley Kneip, Prosecutor’s Office; Barbara Stephenson, Treasurer; Penny Starkey and Lynn Flanig, Personnel and Human Resources; Dave Peterson, County Clerk; Greg Sandstrom, County Coroner; Ken Attebury, Port of Bremerton; Chris Dunagen, the *Kitsap Sun*; Vivian Henderson, Kitsap Alliance of Property Owners (KAPO); Teresa Osinski, Home Builders Association (HBA); and Administrative Specialist, Katherine Brown.

- | | Time |
|---|---------------------|
| 1. APPROVE MINUTES OF JUNE 27, 2007 WORK/STUDY | 8:30 - 8:40 |
| <ul style="list-style-type: none"> • Approved as submitted. | |
| 2. REVIEW AGENDA FOR 7/23/07 REGULAR MEETING | 8:40 – 9:15 |
| <ul style="list-style-type: none"> • Item 2C removed from agenda; will be brought back for the August 9 agenda. • Item 8A, Jan Koske will brief each Commissioner. • Item 8B put on consent agenda. • Item 8C and D Nancy will brief Commissioner Bauer. | |
| 3. INFORMATION SHARING | 9:45 – 10:15 |
| Randy Casteel, Director Public Works | |
| <ul style="list-style-type: none"> • In response to citizen inquiry about the repairs on Miller Bay Road, Commissioner Bauer asked Randy Casteel for estimate of how much more it would cost if the project was done with fewer delays to motorists and also to work with Kitsap Transit to minimize missed ferry connections. | |

Ben Holland, Director Administrative Services

- On Friday he is meeting with department heads and electeds on where the budget will be in 2008. He will prepare models on hours reductions and personnel reductions. Will also brief them on labor organizations.
- Reported on vandalism in Island Lake Park and Horseshoe Lake. Parks staff and the Sheriff are meeting next week to discuss this.

Chip Faver, Director Parks and Recreation

- Gave briefing on the Island Lake drowning incident yesterday. The victim was practicing safe swimming procedures but was swimming outside of designated swimming area. He noted that the unfortunate incident points out the need for greater awareness. The Department of Emergency Management and Clarence Moriwaki will work on that issue. Commissioner Angel gave kudos to the Parks staff for their professional handling of the situation. Commissioner Bauer appreciated being called last night.

Jim Bolger, Assistant Director Community Development

- Larry Keeton is on vacation until Tuesday

Bud Harris, Director Information Services

- Working with Neil Watcher regarding the new federal e-discovery law. Will be receiving form letters from Prosecutor's office informing the Board that they have received notice to provide information.

Bert Furuta, Director Personnel and Human Services

- Deputy Sheriff contract expired; they are initiating meetings and incorporating sergeants.

Clarence Moriwaki, Public Information Officer

- Sesquicentennial Pin design went out for bid. The display will be up this Friday at Historic Museum and the Administration Building.
- Discussed the reduction of spending resolution; it should put the message across that the Board is taking action and finding creative ways to cut costs. Commissioner Brown suggested sending letter to employees after the resolution is passed.

Carolyn Siems

- Distributed list of Boards on which the Commissioner sit. Will discuss needed adjustments when the Board is back in the office the week of July 23. Nancy will work with Commissioner Bauer to elaborate on the information.

Commissioner Brown

- Board needs a briefing on the offender reentry program in August.
- Inquired as to how revisions are made to the Parks Capital Plan. It can be amended as part of the budget process. Chip will meet and brief each commissioner and will get priority list to Commissioner Bauer.

Commissioner Angel

- Commissioner Brown updated Commissioner Angel on Coastal Counties Conference call. The important things are local control and unfunded mandates.

- Met with constituents, builders, surveyors, and engineers, regarding issues with DCD. They are looking for ways to help the County. Nancy, Jim, and Jeff, met and came back with some positive ideas.
- Spoke at Rotary and Kiwanis, many individuals are anxious to help on the SK Park, she is collecting contact information.

Commissioner Bauer

- Setting up meetings with community.
- Had good meeting with Nancy on the Village Green Project in Kingston. Suggested the whole board visit the site. Commissioner Angel suggested the same thing for Howe Farm in South Kitsap. Nancy will work with Carolyn to arrange tours for the Board.

FIVE MINUTE BREAK

10:15 – 10:20

4. COMPENSATION SURVEY FOLLOWUP RESULTS & APPEALS

10:25 – 10:55

Lynn Flanig, Dave Peterson, Greg Sandstrom

- Bert Furuta gave overview of compensation studies, which began in 2002. Nancy did not receive any appeals from appointed departments; Clerk and Coroner are appealing to the board for Administrative Specialist and Deputy Coroner. Coroner appeal heard first – comparisons are based on 10 year employees, Coroner does not have any 10 year employees. Coroner feels his employees are 96% compared to all jurisdictions. Commissioner Bauer questioned why they are using a 10 year employee for comparison. Bert Furuta gave overview of reasoning for using 10 year/top step employees for comparison. Commissioner Bauer moved to deny Coroner’s appeal, Commissioner Angel seconded. Commissioner Bauer did suggest looking at the 160/200 hours annual leave comparison next year. County Clerk Dave Peterson is appealing the Administrative Specialist compensation results. Gave overview of Admin Specialist and other Clerks’ office supervisors. He feels job title should be Office Supervisor I, which would then be considered a reclassification. Commissioner Brown suggests appeal is denied but the Board approves a reclassification study. Commissioner Bauer suggests the same. Lynn Flanig will put remainder of study increases on the July 23rd agenda.

5. ECONOMIC DEVELOPMENT - SKIA – Philip Fletcher

10:55 – 11:40

- Philip Fletcher gave an overview of economic development issues in Kitsap County. Spoke about the things they do on an on-going basis. Working with local community groups to pursue public/private partnerships. Serves on the PSRC technical advisory committee, suggested organizing something like that in Kitsap County, as well as coordination between agencies. Commissioner Brown is looking for tangible aspects that will enable people to experience shorter wait times for permits. Some discussion of streamlining process versus economic development. Commissioner Angel felt the County should continue on streamlining the process before spending more time on economic development. Nancy suggested a meeting with all key personnel to target the appropriate roll the County should take in economic development.
- Eric Baker and Ken Attebery, Port of Bremerton, gave overview of SKIA. Commissioner Angel asked about the SKIA masterplanning – has that been done. That has not been started. Schedule Ken Attebery for briefing late July/early August. Commissioner Bauer – why is County taking lead instead of Port? When the plan was adopted the County wanted to maintain control of how economic development occurred and the Port has done a significant amount of work also.

FUTURE WORK/STUDY SESSIONS

July 18, 2007

No Meeting Scheduled – Two Commissioners out of Area

July 25, 2007

Information Sharing

Purchasing & Contracts – R'Lene Orr

Foss/Point Wells Oil Spill Settlement – Elizabeth Ratliff

6. RECAP

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