The Board of Island County Commissioners met in Regular Session on January 25, 1999, beginning at 11:30 a.m., in the Island County Courthouse Annex, Hearing Room I, Coupeville, Wa., in Roundtable Session with the Island County Elected Officials.

Attending:
Commissioners: Mike Shelton, Wm. L. McDowell; Wm. F. Thorn
Elected Officials: Tom Baenen, Greg Banks, Marilee Black, Maxine Sauter, Suzanne Sinclair
Others: Margaret Rosenkranz

COMPUTER ISSUES
There was some conversation around computer issues concerning the organization the County contracts with to bring information from the mainframe to P.C. base system is in fact large enough a firm to handle all issues. Useful to arrange meeting between Auditor, Assessor and Treasurer, with the programmer and Cathy Caryl deal with issues about the recording system, property management system, and LID system, since ultimately they all tie together. It would be useful too to do a surface inventory. General consensus was that Central Services seemed to be struggling to keep up with the work rather than there being a lack of technical competence. Assessor will take the lead and organize such a meeting which will include a representative of the Board and affected departments [after tax statements are out], and get with Cathy Caryl to work out a schematic.

One problem is "learning by doing". It is a management issue as opposed to a technical issue. Right now, programmers have done an excellent job in the way the Assessor's program relates to the Treasurer's and think tax statements will be on time. There is no reason to think programmers are not capable of doing the work, but are often taken out of job sequence to put out brush fires. Like to see some assessment of the programming – what the progress is and see closer administration of the contract. A priority schedule should be developed and establish priorities based on that.

The Prosecutor reviewed the computer problems in his Office, going back to October when the former Prosecutor attempted to get a replacement and/or repair. A new staff position is due to start on Monday, and there is a need to know where they are on the waiting list to have hardware installed. Even among machines in the same office there is a lack of standardization, as well as different versions of software.

In terms of the Prosecuting Attorney's Office, Chairman Shelton stated that a computer replacement could be authorized within the 1999 capital equipment budget due in March; if a computer is not functioning, the Board certainly could authorize purchase sooner. The new position in the Prosecutor's Office came with funding for a computer, etc.

A possibility suggested by Commissioner Thorn was to talk to Ms. Caryl about contracting out installation kind of work which would leave the technical folks for other pressing needs.

ARCHIVES/FILES/SURPLUS EQUIPMENT
With respect to the Prosecutor's Office, Mr. Banks will talk to the Clerk about archives and files. Chairman noted the importance for everyone to recognize when something is not sold at a "garage sale" it all ends up at the landfill. Some equipment is not worth anything and departments have to accept that and throw it away [surplus].

UNION NEGOTIATIONS
Elected Officials would like to see a continuation of up-dates from Bob Braun; like a briefing; Chair agreed to arrange such a meeting for that purpose. Board met with Elected Officials for the next 5 minutes in closed session, as allowed under R.C.W. 42.30.140 (4)(b).

Roundtable adjourned: 12:30 p.m.
Topics Next Roundtable: Capital Equipment Purchases and Budget Planning and Priorities.

The Board of Island County Commissioners (including Diking Improvement District #4) met next in Regular Session at 1:30 p.m., with Mike Shelton, Chairman, Wm. L. McDowell, Member, and Wm. F. Thorn, Member, present. Minutes from previous meetings were approved and signed as follows, on majority vote of the Board, Commissioner Thorn abstained:

November 2, 1998 November 16, 1998
November 23, 1998 December 7, 1998

VOUCHERS AND PAYMENT OF BILLS

The following vouchers warrants were approved by unanimous motion of the Board:

1998: Voucher (War.) #42792-43120..... $ 635,163.06
1999: Voucher (War.) #42639-42790..... $ 325,429.80.

Veterans Assistance Fund: [emergency financial assistance to certain eligible veterans; the names and specific circumstances are maintained confidential]. By unanimous motion, the Board approved, as recommended by the Veterans Assistance Review Committee, Claim #V99-2 in the amount of $1156.68, with balance of claim denied.

APPOINTMENTS AND/OR REAPPOINTMENTS TO VARIOUS COMMITTEES

The Board, by unanimous motion, named the following individuals to serve on various boards, committees and/or commissions:

- *Clinton Sub-Area Advisory Planning Committee*: William Stebbins, Clinton
- *Sno-Isle Regional Library Board:* Concurrency in Snohomish County Council appointment of Jeannie Steffner for a term to 1/1/05.
- *Island County Planning Commission:* Dave Osterberg, Camano Island, term to 1/02/03

STAFF SESSION FOR FEBRUARY

The Staff Session for February, 1999, was approved by the Board for distribution, outlining the regular staff sessions to be held on February 3 and 17, beginning at 9:00 a.m.

CONTRACT FOR REAL PROPERTY TAX CALCULATION AND BILLING APPLICATION, AMENDMENT D

Cathy Caryl, Director, Central Services Department, presented for the Board's review and approval, Amendment D to Agreement for Professional Services, Contract RM-CENT-95-0017, between Island County and TEC Services, the final amendment related to the County's assessment/taxation system, calculation portion, for the sum of $138,190. She anticipated timely tax billings, and noted at this point, the Consultant was a week ahead of original schedule. Test tax forms were printed out this morning, and except for some minor tweaking, things calculated out fairly well. Main focus of Contractor now is on tax calculation. She agreed that what had been saved in just the software maintenance on the old system has more than paid for this contract. The old system would not have been able to go on in the year 2000 at all. All this new programming has no Y2K glitch; it will not be a problem with the new system.

Bernice Bainbridge, Chief Deputy Treasurer, commented that on Page 5 of Amendment D, Item #10, Paragraph 2, referencing feasibility of tax bills being bar-coded, could not be done this year and will have to done for next year and needs to be addressed for the future. She stressed the importance that before anything is set up as far as bar-coding the Treasurer must be included in that process.

Ms. Caryl explained that the bar-coding had already been implemented into the system, but the bar codes will not be printed on the tax statements because the bar-coding equipment is not available or in place at this time. To print the bar codes will only take about an hour's worth of programming.

The Board, by unanimous motion, approved Amendment D to Professional Services Contract #RM-CENT-95-0017.

HEARING SCHEDULED: ORDINANCE #C-05-99, AMENDING THE ISLAND COUNTY DISTRICT COURT DISTRICTING PLAN CHAPTER 1.12 ICC, TO ESTABLISH A COUPEVILLE MUNICIPAL COURT DEPARTMENT

By unanimous motion, the Board scheduled proposed Ordinance #C-05-99, in the matter of amending the Island County District Court Districting Plan, Chapter 1.12 ICC, to Establish a Coupeville Municipal Court Department, for public hearing on **February 8, 1999 at 9:55 a.m.** The Ordinance would amend the Island County Districting Plan, Chapter 1.12 of the Island County Code to establish a Town of Coupeville Municipal Court Department at the central District Court in Oak Harbor. The District Court Judge would spend 2% of his time on Coupeville