

Minutes
County Road Administration Board
October 25-26, 2018
CRAB Office - Olympia, WA

Members Present: *Brian Stacy, PE, Pierce County Engineer, Chair
Rob Coffman, Lincoln County Commissioner, Vice Chair
Lisa Janicki, Skagit County Commissioner, Second Vice Chair
Al French, Spokane County Commissioner
Bob Koch, Franklin County Commissioner
Kathy Lambert, King County Council Member
Mark Storey, PE, Whitman County Engineer
Randy Ross, Grays Harbor County Commissioner
Grant Morgan, PE, Garfield County Engineer

Staff Present: John Koster, Executive Director
Walt Olsen, PE, Deputy Director
Eric Hagenlock, Information Services Division Manager
Karen Pendleton, Executive Assistant
Rhonda Mayner, Secretary
Randy Hart, PE, Grant Programs Manager
Derek Pohle, PE, Engineering & Admin Support Specialist
Drew Woods, PE, Compliance & Data Analysis Manager
Mike Clark, Inventory Systems Manager
Jim Oyler, Applications Specialist
Cameron Cole, GIS Administrator
Jim Ayres, PE, Design Systems Manager
**Kathy O'Shea, Database Administrator

Guests: *Josh Thomson, PE, Okanogan County Engineer
*Clint Ritter, PE, Pierce County
*Chad Johnson, Department of Enterprise Systems
**Jane Wall, WSACE Managing Director
**Nancy Krier, WA State Assistant Attorney General

*Present October 25, 2018 only
**Present October 26, 2018 only

CALL TO ORDER

Chair Stacy called the County Road Administration Board meeting to order at 1:00 pm. He requested that guests sign in and that cell phones be silenced.

CHAIR'S REPORT

Approve Agenda for the October 25-26, 2018 Meeting

Commissioner Koch moved and Commissioner French seconded to approve the agenda as presented. **Motion passed unanimously.**

Approve Minutes of July 26-27, 2018 CRABoard Meeting

Vice-Chair Coffman moved and Mr. Storey seconded to approve the minutes of the July 26-27, 2018 CRABoard meeting. **Motion passed unanimously.**

EXECUTIVE SESSION

The Board moved into Executive Session at 1:05 pm for 15 minutes to discuss a personnel issue.

The Board adjourned the Executive Session at 1:20 pm.

RURAL ARTERIAL PROGRAM

Program Status Report

Mr. Hart reviewed the Rural Arterial Program project status report. He noted that 1,067 projects have been completed to date. Anticipated revenue to the end of the 2017-2019 biennium is \$608,570,948. RAP expenditures to date total \$570,144,277. RAP obligations remaining are \$114,943,596.

Project Request Actions Taken by Staff

Mr. Hart reported that Columbia County requested an extension to the commencing of the last phase of construction for their Whiskey Creek Road project. The selected paving contractor was facing scheduling problems and could not pursue paving this construction season. As this was outside of the county's control, the extension was granted, and the new date for commencing paving work was set for August 31, 2019.

Clark County requested a change in scope for their NE Manley Road project. The proposal is to relocate only 11 of 20 utility poles and to add improving the vertical sight distance on a curve from milepost 1.49-1.55. Although adding the curve improvement increases costs by \$150,000, the county is not seeking an increase in the current \$1,853,100 in RATA funding. Total points scored on the project as a result of the changes will be 61.38. The lowest ranked and funded project scored 51.98. Therefore, the Manley Road project would have gained funding at the reduced score. CRAB staff approved the change and offered the county an amendment to the CRAB/County contract. Construction is planned for 2019.

Resolution 2018-010 Apportion RATA Funds to Regions

Mr. Hart presented Resolution 2018-010 – Apportion RATA Funds to Regions, which apportions the accrued amount of \$8,006,973 now credited to RATA for July through October 2018 to the regions by the established 2017-2019 biennium regional percentages, after setting aside \$192,895 for administration. He noted that the deposits include \$210,000 of electric vehicle license fees and two deposits from Connecting Washington funds of \$605,500 each. Staff recommends approval of the resolution.

Second Vice-Chair Janicki moved and Vice-Chair Coffman seconded to approve Resolution 2018-010 – Apportion RATA Funds to Regions. **Motion passed unanimously.**

Preview Project Array for 2019-2021 Biennium

Mr. Hart reported that following the January 2018 request for project submittals, the counties submitted 145 preliminary proposals on March 1, 2018. Field reviews of these submittals with the county engineer or responsible staff were conducted by five CRAB engineering staff members in the spring of 2018, to evaluate surface conditions and discuss overall scope of each of the proposals.

Seventy-nine final prospectuses were received from the counties on September 4, requesting \$110,054,200 in RATA funding in the 2019-2021 biennium. This is up from the 54 prospectuses requesting \$46,793,775 in the current biennium.

The estimated revenue for the 2019-2021 biennium is \$46,000,000, which includes \$4,844,000 in Connecting Washington funding. Including that funding, which is not codified in CRAB's budget, in the estimate for the call for prospectuses ensures the board has a large array that can direct all potential funding to the most competitive projects in each region.

Staff will review the 2019-2024 Six Year Program submittals for each county in January 2019 to insure proposed RAP projects are included in those programs.

Okanogan County Request

Mr. Hart reported that Okanogan County is requesting \$1,242,000 in emergency RATA funding for the replacement of Statler Bridge, MP 2.18 to MP 2.35. The WSDOT determined that the regional extent of the storm that caused the damage was too low for FHWA Emergency Relief (ER) funding to be applied. Further, as a minor collector route, Salmon Creek Road is ineligible for ER funds.

Heavy snow melt and rains in the spring of 2018 caused abnormally high flows on the Okanogan River and elsewhere. On May 7, 2018, the county declared a state of emergency in order to deploy emergency responses where needed. After flooding had subsided, the county discovered extensive scouring and additional cracking that had not been observed in previous inspections of the abutment wall on Statler Bridge, which is located on Salmon Creek Road. The county therefore declared an emergency on September 24, 2018, and closed Salmon Creek Road so that temporary repairs could be made to the bridge, which involved pumping eleven cubic yards of concrete under and around the footings. The bridge was reopened to traffic with a 15 ton weight limit posted for it (63% below the standard 40 ton capacity) on October 1.

The Hydraulic Project Approval permit for the repairs issued by Washington State Department of Fish and Wildlife (WDFW) stipulated that the work was temporary and that the structure must be replaced within three years due to hydraulic deficiency. The county will continue monitoring and closing/repairing/restricting the bridge as needed. Based on its inspections, however, the county claims the bridge will not likely survive another flooding event.

The cost estimate for a new 55 to 60 foot span bridge as required by WDFW is \$1,380,000. Mr. Hart noted that these costs do not qualify for FHWA or FEMA funding

as the spring 2018 event did not reach the required damage threshold. The bridge is not eligible for Federal Bridge Replacement funding since it is less than the minimum 20 feet federally defined bridge span length.

The bridge has been repaired to minimal functioning condition, and now requires replacement to restore to full service. The county claims that, based on the previous storm experience and weakening of the structure, failure is imminent.

Staff has reviewed the project site and finds that the county declared an emergency on September 24, 2018; the county has completed minimal but necessary repair of Statler Bridge damage caused by the flooding that occurred in spring of 2018; the road remains significantly restricted, limiting trucks to no more than 15 tons; the county submitted a request for emergency funding on October 10, 2018; and the county's request meets the requirements for RAP emergency funding.

Staff recommends approval of \$1,242,000 (90% of total cost) in RATA funding for replacement of Statler Bridge. This funding amount, if approved, will be deducted from the county's funding limit for the 2019 – 2021 biennium.

Mr. Hart introduced Mr. Thomsen, who presented further information to the Board.

Following questions and discussion, Mr. Storey moved and Mr. Morgan seconded to approve \$1,242,000 in RATA funding for replacement of Statler Bridge. This amount will be deducted from the county's funding limit for the 2019 – 2021 biennium. **Motion passed unanimously.**

Pierce County Request

Mr. Hart reported that Pierce County has requested that the CRABoard waive reimbursement of \$101,723 of expended RATA funds used for design of their withdrawn Whiteman Road project. The county has used a total of \$120,942.66 in RATA funds for design to date, and proposes to pay back the \$19,219.66 difference. Waiver of payback of RATA funds must be considered by the CRABoard per WAC 136-167-030.

According to CRABoard Resolution 2015-02, the director or designee is given authority for approval of withdrawals and terminations as set forth in WAC 136-167 except that waiving of a required RATA reimbursement for such projects shall remain with the CRABoard. Mr. Hart summarized the guidelines for consideration of waiver requests.

The Whiteman Road project prospectus was submitted by the county on August 18, 2014 requesting \$828,900 in RATA funds. Total project cost at that time was listed as \$921,000.

The county's request letter states that the original project intended to replace the existing 30 inch diameter culvert with a new 14 foot three sided aluminum arch. After further detailed design, the county realized a larger structure, to a 17 foot span as required by WDFW, would be needed. This required a larger amount of grading and excavation. The total estimated project cost for replacement is now \$1,808,000, roughly twice the original cost.

Upon field inspection, the county determined that there are two additional fish barriers downstream of the Whiteman Road culvert under the jurisdiction of WDFW, DNR and private ownership. Since there is no funding available to eliminate these barriers, and these blockages would preclude any benefit to the RATA funded project, the county decided it did not make financial sense to continue with and elected to withdraw the project.

The county first proposed slipping a smaller diameter liner into the existing pipe to prevent further settlement, which was rejected by WDFW when a HPA permit was submitted. The county has therefore elected to repair the existing culvert by sealing its joints. The estimated cost of this work is \$281,047, much lower in cost and scope than the original proposal.

The county is seeking a waiver of \$101,723 of the RATA funds it has expended, citing the potential for full replacement when the other barriers are removed, and noting that the funds expended to date have produced survey, geotechnical, environmental and engineering design support for the future project.

Staff finds that the county has clearly explained that the jurisdictional and cost increase issues render the current project an ineffective use of county and RATA funds; the new joint seal proposal is a major departure in scope from the replacement proposal for which the county competed and gained funding and the county has therefore withdrawn the project from RAP funding; the county has submitted a request for waiver of payback in a timely manner, meeting the conditions listed in WAC 136-167-030 (2); the county has adequately defined the costs it incurred to develop a replacement project; design costs of \$101,723 are usable on a future replacement project; the county has given written assurance that design for a replacement project will be again be pursued after the other barriers are removed; the CRABoard has conditioned approval of past waiver of payback amounts upon items of the prospectus that were constructed, or in the event that none were built, on assurances that a project similar to the prospectus will be advanced by the county in near future; and there is no indication that the other WDFW barriers will be replaced soon.

Staff recommends that the request for the waiver of payback of \$101,723 in expended RATA funds used for design of the withdrawn Whiteman Road project be denied and that the county reimburse to the CRABoard the full \$120,942.66 RATA expended, within sixty days of notification on October 10, 2018 of the withdrawal to CRAB, in keeping with WAC 136 167 030 (1).

Mr. Hart introduced Mr. Ritter, who presented further information to the Board.

Chair Stacy recused himself from discussion and voting on the request.

Following questions and discussion, Mr. Storey moved and Commissioner French seconded to deny the request for the waiver of payback of \$101,723 in expended RATA funds used for design of the withdrawn Whiteman Road project, and to require that the county reimburse to the CRABoard the full \$120,942.66 RATA expended within sixty

days of notification of the withdrawal to CRAB, in keeping with WAC 136-167-030(1).
Motion passed unanimously, with Chair Stacy recused.

Chair Stacy called for a brief recess.

EXECUTIVE DIRECTOR'S REPORT

New Organizational Chart

Mr. Koster presented the updated staff organizational chart, noting the unexpected departure of Michael Kochick from the staff in September. Scott Campbell was hired to fill the position beginning October 1. Commissioner French moved and Council Member Lambert seconded to approve the organizational chart as presented. **Motion passed unanimously.**

Director's Activities

Mr. Koster reported on his activities since the July 2018 CRABoard meeting. He noted that OFM has approved the move to adjacent office space. DES will then negotiate the new lease. If all goes as planned, there will be a substantial cost savings to the agency for lease and utilities.

He reported on several meetings with members and staff of the House and Senate Transportation Committees.

2019 CRABoard Meeting Schedule

Mr. Koster presented a list of proposed dates for the 2019 CRABoard meetings. Following discussion, Commissioner Ross moved and Commissioner Koch seconded to set January 24-25, April 25-26, July 25-26, and October 24-25 as the dates for the 2019 CRABoard Meetings. **Motion passed unanimously.**

Annual Certification Form

Mr. Koster presented the form for 2019, noting that aside from the customary date changes, there was a correction to one WAC citation. Vice-Chair Coffman moved and Mr. Storey seconded to approve the form as presented. **Motion passed unanimously.**

2017-2019 Budget Status

Mr. Koster introduced Mr. Johnson, who reported that the current budget summaries show positive variances due to underspending on salaries and benefits. CRAB is projected to end the biennium with approximately \$386,000 remaining after all planned expenditures. He noted that the excess funds will be used for capital expenditures, primarily equipment upgrades. He reported that CRAB just received an increased grant of \$135,000 from WSAC toward the GIS-Mo Project.

2019-2021 Budget Submittal

Mr. Johnson noted the submittal includes the request for CFCIP funding for the Skagit County ferry project.

2017-2019 Supplemental Budget Request

Mr. Johnson reported that staff has submitted the request for funds to move the

agency's servers as mandated. Research by Mr. Hagenlock has shown that moving to the WaTech cloud instead of physically moving the servers would result in a cost savings as well as better disaster recovery capabilities. Staff will continue to explore this option.

DEPUTY DIRECTOR'S REPORT

County Engineers/Public Works Directors

Mr. Olsen announced the following changes since July 2018:

1. Effective April 30, 2018, Douglas County continues under Acting County Engineer Aaron Simmons, PE, and remains in effect until the Board appoints a new engineer.
2. Effective May 1, 2018, Kittitas County continues under acting County Engineer Mark Cook, PE, for a period not to exceed six months, ending November 1, 2018. Kittitas County has requested an extension until May 23, 2019 to fill the position.
3. Effective May 21, 2018, Columbia County continues under acting County Engineer Grant Morgan, PE. By email October 2, 2018 Columbia County informed CRAB it had hired Charles Eaton, PE, to begin employment December 1, 2018.
4. Effective July 16, 2018, Mason County continues under acting County Engineer Jerry Hauth PE, for a period not to exceed six months, expiring January 16, 2019.
5. Effective September 11, 2018, Clark County Engineer Heath Henderson resigned and effective September 12, 2018, Clark County appointed Ahmad Qayoumi, PE, as Interim Public Works Director and Acting County Engineer. Mr. Qayoumi was appointed Clark County Engineer, effective November 13, 2018.

County Visits

Mr. Olsen noted that official County Visits to Columbia, Stevens, Clallam, Cowlitz, Walla Walla, Thurston, Wahkiakum and Lewis Counties were conducted since the July 2018 CRABoard meeting. Numerous contacts with County Engineers took place in other venues.

State Auditor's Report

The 1997 State Auditor Office (SAO) audit of CRAB concluded that the minutes of the Board meetings needed specific mention of SAO audits of the counties and of any findings that might relate to the statutory responsibilities of CRAB. The minutes also need to reflect any recommendations from the CRABoard to staff in response to the audits. This report details our staff procedures to satisfy the SAO.

CRAB has reviewed 42 audit reports representing 30 counties since the July 2018 board meeting. Sixteen audits contained a total of 22 findings issued and five involved County Road Funds in some form. Additionally, 11 audits contained 17 prior findings; none involved County Road Funds. Any audit with a number under the "New?" or "Prev?" heading revealed findings involving County Road Funds. Status of those findings are shown below:

2017 Audits

Report #	Entity/Description	Report Type	Audit Period	Date Released	New?	Co. Rd?	Prev?	Status
1022356	Whatcom County	Accountability	01/01/2017 to 12/31/2017	10/11/2018				
1022215	Klickitat County	Accountability	01/01/2017 to 12/31/2017	10/1/2018				
1022208	Klickitat County	Financial and Federal	01/01/2017 to 12/31/2017	9/28/2018				
1022231	Franklin County	Financial and Federal	01/01/2017 to 12/31/2017	9/28/2018	1	NCR		
1022114	Lewis County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018			2	NCR
1022142	Pacific County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018	1	NCR	1	NCR
1022199	San Juan County	Accountability	01/01/2017 to 12/31/2017	9/27/2018				
1022223	Spokane County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018				
1022225	Whatcom County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018	1	NCR		
1022230	Columbia County	Accountability	01/01/2017 to 12/31/2017	9/27/2018	1	NCR		
1022264	Columbia County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018	1	1		
1022280	Kittitas County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018	1	NCR	1	NCR
1022308	Pierce County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018	1	NCR	2	NCR
1022190	Clallam County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018			1	NCR
1022202	Clallam County	Accountability	01/01/2017 to 12/31/2017	9/24/2018	1	1		
1022210	Asotin County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018				
1022222	Walla Walla County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018				
1022224	King County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018	1	NCR	4	NCR
1022235	Mason County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018	3	1		
1022251	Jefferson County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018	1	NCR	1	NCR
1022253	Whitman County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018				
1022089	Lincoln County	Financial and Federal	01/01/2017 to 12/31/2017	9/20/2018				
1022115	Lewis County	Accountability	01/01/2017 to 12/31/2017	9/20/2018				
1022180	Pend Oreille County	Financial and Federal	01/01/2017 to 12/31/2017	9/20/2018				
1022184	San Juan County	Financial and Federal	01/01/2017 to 12/31/2017	9/20/2018	1	NCR		
1022194	Douglas County	Financial and Federal	01/01/2017 to 12/31/2017	9/20/2018	2	1		
1022216	Stevens County	Financial and Federal	01/01/2017 to 12/31/2017	9/20/2018			1	NCR
1022139	Okanogan County	Financial and Federal	01/01/2017 to 12/31/2017	9/17/2018	1	NCR		
1022157	Okanogan County	Accountability	01/01/2017 to 12/31/2017	9/17/2018			1	NCR
1022161	Grays Harbor County	Financial and Federal	01/01/2017 to 12/31/2017	9/17/2018			2	NCR
1022170	Grays Harbor County	Accountability	01/01/2017 to 12/31/2017	9/17/2018				
1022092	Snohomish County	Financial and Federal	01/01/2017 to 12/31/2017	9/13/2018				
1022011	Adams County	Financial and Federal	01/01/2017 to 12/31/2017	9/6/2018				
1022026	Wahkiakum County	Financial and Federal	01/01/2017 to 12/31/2017	9/6/2018				
1021948	Island County	Accountability	01/01/2017 to 12/31/2017	8/23/2018				
1022004	Island County	Financial and Federal	01/01/2017 to 12/31/2017	8/23/2018	1	NCR		
1021771	Clark County	Financial and Federal	01/01/2017 to 12/31/2017	8/2/2018			1	NCR
1021792	Clark County	Accountability	01/01/2017 to 12/31/2017	8/2/2018				
1021815	Benton County	Financial and Federal	01/01/2017 to 12/31/2017	8/2/2018				
1021897	Kitsap County	Financial and Federal	01/01/2017 to 12/31/2017	8/2/2018	4	1		
1021886	Kitsap County	CAFR	01/01/2017 to 12/31/2017	7/26/2018				
1021895	Kitsap County	Attestation Engagements	01/01/2017 to 12/31/2017	7/26/2018				
				TOTAL	22	5	17	
				NCR				<i>Non-County Road</i>
				CR-FC				<i>County Road-Fully Corrected</i>
				CR-PC				<i>County Road-Partially Corrected</i>

Activities

Mr. Olsen reviewed a list of his activities since the July 2018 CRABoard meeting.

ENGINEERING AND ADMINISTRATIVE SUPPORT REPORT

Mr. Pohle reported that since the July 2018 CRABoard meeting he has conducted county visits in Thurston, Cowlitz, Clallam and Kitsap Counties. He had 51 contacts and/or consultations with 22 counties, 12 other agencies, and three with the public.

He summarized his other activities, noting that County Engineer's Training will be held in the CRAB offices December 4-6, with 10 participants registered from six counties, along with Jane Wall, the new WSACE Managing Director.

COMPLIANCE AND DATA ANALYSIS REPORT

Mr. Woods reported that the online CRAB Annual Reporting System (CARS) forms due December 31 went live on September 4.

He briefly noted the changes to the Office of the County Engineer and reported that all counties met the standard of good practice in reporting the changes.

He reported that Clallam County's FY 2017 accountability audit had a finding regarding their indirect cost distribution method. This finding was after receiving management letters for the same issue for FY 2015 and FY 2016. CRAB staff is working with the County to develop a corrective action plan; however, the retirement of the county's two top financial positions is impacting the timeline.

Mr. Woods summarized his other activities since the July CRAB Board Meeting.

INFORMATION SERVICES DIVISION REPORT

Mr. Hagenlock reported on the progress of GIS-Mo, the project to procure and implement a replacement of the existing Mobility software program. He noted that there is a kickoff scheduled for November 7-8 in the CRAB offices. The Increase Request for Delegated Authority and Sole Source have been approved, and the contract has been reviewed by A.A.G. and Vendor with mutual acceptance and has been signed by Mr. Koster. The Investment Plan has also been approved.

A presentation on the project was made at the Northwest Pavement Management Conference (NWPMA) in October. Presentations are also planned for the Road Design Conference, WSACE Fall Conference, and GIS Day in November.

He reported that the GIS Specifications Work Group is in the planning stages. He outlined the workgroup demographics, and noted that the group concluded in October, ahead of schedule, with all objectives satisfied. Staff is finalizing the Metadata Standards with OCIO.

Mr. Hagenlock met with WaTech in October to discuss the next steps of the server migration process. As previously noted, he has researched cloud migration alternatives and it appears that is the direction staff will pursue. The OCIO is requiring CRAB to submit a status update on the fifth of every month until migration is completed.

The CRAB website enhancement project schedule has been updated, with the launch planned for December 2018. CRAB staff is providing and reviewing content.

He updated the Board on the progress of virtualizing the SQL server, which is critical to the WATECH Migration project, noting that the HelpDesk was successfully migrated to a new environment in September. Staff anticipates complete of the migration by November 2018.

Mr. Hagenlock reported on other IS staff activities, including staff development, security

system updates, and customer support and training.

He noted that there has been enough demand for Mobility training to schedule a training session in Columbia County on November 30 and one in Olympia on December 7.

DESIGN SYSTEMS REPORT

Mr. Ayres reported on the upcoming Road Design Conference, to be held in Chelan October 31 through November 2.

PROPOSED WAC CHANGES

WAC 136-130-020

Mr. Hart reported the proposed changes are to move a paragraph from the middle of the WAC to the beginning, and to add language specifying that NBI-listed bridge and drainage structures are eligible for replacement or rehabilitation, while non-NBI structures are only eligible for replacement.

WAC 136-161-080

Mr. Hart noted the proposed addition of language setting a minimum project cost of \$250,000 in order to be eligible for RATA funding.

WAC 136-12

Mr. Woods reported that the proposed changes clarify and enhance the standards of good practice regarding a vacancy or change in the position of county engineer.

WAC 136-14

Mr. Woods reported that the proposed changes clarify and enhance the standards of good practice regarding priority programming.

WAC 136-15

Mr. Woods reported the proposed addition of a paragraph allowing an adopted six-year transportation program to be revised by a majority vote of the members of the legislative authority who are present when the vote is taken, by resolution and following a public hearing.

Following discussion, Vice-Chair Coffman moved and Commissioner Ross seconded to call for a public hearing on all of the proposed changes on January 24, 2019 at 2:00 pm.

Motion passed unanimously.

Chair Stacy recessed the meeting at 4:42 pm. The meeting is scheduled to reconvene Friday, October 26, 2018 at 8:30 am.

**County Road Administration Board
Friday, October 26, 2018**

CALL TO ORDER

The meeting was reconvened by Vice-Chair Coffman at 8:30 a.m.

WSACE MANAGING DIRECTOR

Ms. Wall noted that she has been on the job nearly three months, during which she has met with many county engineers, state legislators and other stakeholders. In the next year it is her hope to visit all of the counties. She has attended the IACC and APWA conferences. She noted that she was formerly working on transportation issues for the Association of Washington Cities. She reported on the upcoming County Leaders' Conference, noting that a Study Money Roundtable is scheduled to decide how to spend those funds. The Joint Transportation Committee will be also be at the conference and will be featured in one of the sessions. She noted that WSAC legislative focuses in the 2019 session will include funding for indigent defense, public health and fish passage barrier removal.

EXECUTIVE SESSION

The Board moved into Executive Session at 9:10 am for 10 minutes to discuss a personnel issue.

The Board adjourned the Executive Session at 9:20 am.

Following the Executive Session, Mr. Storey moved and Commissioner Ross seconded to approve the performance review of Mr. Koster with corrections. **Motion passed unanimously.**

OPEN GOVERNMENT TRAINING

Ms. Krier presented training sessions on Open Public Meetings and Open Public Records. All staff and Board members are required to take this training every four years.

Vice-Chair Coffman adjourned the CRABoard meeting at 10:37 am.

Chair

Attest