



2022

QUARTERLY
REPORT

PREPARED BY
County Road Administration Board

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November 2021 - January 2022



WHAT'S NEW!

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CRABOARD WELCOMES

TWO NEW BOARD MEMBERS

The CRABoard welcomed Lewis County Commissioner Lindsey Pollock, DVM, and Thurston County Commissioner Carolina Mejia, to the Board. Both their terms began on January 1, and will expire June 30, 2023 and June 30, 2024, respectively.



Commissioner Pollock is representing medium counties with a population between 30,000 and 150,000. A lifelong resident of Washington state, Commissioner Pollock attended schools in Lewis County before earning a doctorate in Veterinary Medicine with High Honors from Washington State University in 1999. She's been a practicing veterinarian for more than two decades, and she owns and operates a clinic in Winlock. Before becoming a county commissioner in 2021, Dr. Pollock visited all 39 county seats across the state. She's driven on county gravel roads on both sides of the state – and even has a few in her own district! Dr. Pollock and her husband, Scott, a civil engineer, met on the high school rifle team and married in 1996. They make their home on a small farm in Winlock with a dog and a cat.

Commissioner Mejia is representing large counties with a population of over 150,000. Commissioner Mejia was elected to serve as a Commissioner for Thurston County in November of 2020. During her first year in office, she was assigned to serve on several transportation-related committees and boards, and is excited to be appointed to the CRABoard. As an immigrant from Honduras, she immigrated with her family when she was 11 years old and resided in Tennessee until 2013. Mejia holds a B.A. in Business Administration and has focused much of her career in law as a Judicial Assistant for Superior Court.



JANUARY 2022 CRABOARD MEETING

On January 27-28, 2022, the CRABoard held its quarterly board meeting.

Information pertaining to past and future meetings can be found on the CRAB Board website, along with prior Meeting Minutes and Board Reports, at:

<https://www.crab.wa.gov/about-us/county-road-administration-board/board-meetings>

Staff Contact: Jason Bergquist, jason.bergquist@crab.wa.gov



JANUARY 2022 CRABOARD MEETING UPDATES

CRABoard Staffing Changes

Cameron Cole (GIS Administrator) was promoted to GIS Manager and will continue to oversee the rollout of the GIS-Mo program. Recruitment has begun to backfill his former position. Toni Cox (Transportation Specialist) has transitioned to a newly created role of Administrative Assistant to reflect her growing administrative duties. Congratulations to them both!

CRABoard Actions (January 2022)

The CRABoard approved Resolution 2022-001 Apportion Rural Arterial Trust Account (RATA) funds to regions, which authorized that the accrued amount of \$5,892,469 deposited to the RATA for October, November, and December 2021, be appointed to the regions by the established 2021-2023 biennium percentages after setting aside \$127,052 for administration.

Staff Contact: Steve Johnson, P.E., steve.johnson@crab.wa.gov

The CRABoard adopted changes to several Washington Administrative Code (WAC) chapters regarding the standards of good practice and the administration of the Rural Arterial Program (RAP) and GIS-Mo system. The chapter changed regarding the standards of good practice was 136-60. The Board adopted the amendment to WAC 136-150-021 to change the due date of the county road levy certification from February 1st to March 1st of every year.

The CRABoard adopted adding Chapter 136-600 (Equipment Rental and Revolving Fund – ER&R), with some minor revisions, but excluding section 136-600-080. CRAB staff will hold a workgroup with the 4 ferry counties to have further discussions on that part for later review and adoption by the Board.

The Board held a public hearing for comments on January 27, 2022, regarding these proposed changes and adoption. Documents have now been filed with the Code Reviser's Office for publication in the Washington State Register.

Staff Contacts: Drew Woods, P.E., drew.woods@crab.wa.gov; and Derek Pohle, P.E., derek.pohle@crab.wa.gov

Office of the County Engineer Vacancies/Changes

- Asotin County appointed Charles Eaton, PE to the position of County Engineer.
- Clallam County appointed Joe Donisi, PE as Interim County Engineer through August 1, 2022.
- Clark County appointed Robert Klug, PE as County Engineer.
- Columbia County appointed Jeremy Weiland, PE as County Engineer.
- Island County appointed Connie Bowers, PE as County Engineer.
- Pacific County is still actively recruiting for County Engineer. Paul Lacy, PE is serving as Interim County Engineer through March 31, 2022.
- Pend Oreille County appointed Mary Jensen, PE as County Engineer.
- Pierce County is still actively recruiting for County Engineer. Toby Rickman, PE is serving as Interim County Engineer through July 1, 2022.
- Spokane County appointed Matt Zarecor, PE as County Engineer. Chad Coles, PE was promoted to Public Works Director.

Staff Contact: Derek Pohle, P.E., derek.pohle@crab.wa.gov

County Audit Review

	Number	Findings	Management Letters	County Road or ER&R	CRAB Follow-Up Needed
<i>Financial</i>	13	7	5	No	No
<i>Accountability</i>	11	0	5	Yes <u>Clallam, Kitsap</u>	Yes
<i>Fraud</i>	1	1	0	No	No
<i>Performance</i>	0	0	0	No	No

One accountability audit management letter for the road department was regarding procurement, failure to publicly bid due to failure of in-house automated system. The other management letter for the road department was for unallowable expenditure of the road fund. Both required CRAB staff to initiate consultation and are ongoing.

Staff Contact: Derek Pohle, P.E., derek.pohle@crab.wa.gov

NEXT CRABOARD MEETING

The CRABoard's next meeting will be held in person at the CRAB office (in Olympia) on April 21-22, 2022. A Zoom virtual option will be provided as well. Meeting agendas are posted at least five days prior to the next Board meeting. Current materials as well as past agendas, meeting minutes and board packets can be found at: <https://www.crab.wa.gov/about-us/county-road-administration-board/board-meetings>

Staff Contact: Jason Bergquist, jason.bergquist@crab.wa.gov

TRAININGS

CRAB TRAINING

County Engineers' Training

CRAB held its first County Engineers Training of the year this month from February 8-10.

Registration is currently open for the next CE Training in May 2022. Although the class is currently full, there are available spots on the wait list should you be interested since we often have spots open. Stay tuned for additional training classes for the remainder of 2022 to be announced soon. You can register on the CRAB website at <https://www.crab.wa.gov/engineering/resources/county-engineer-training>.

<u>Date:</u>	<u>Location:</u>	<u>Max Participants</u>	<u># Registered</u>	<u># Waitlisted</u>
May 3-5, 2022	Olympia	12	12	3

Staff Contact: Derek Pohle, P.E., derek.pohle@crab.wa.gov

Design and UAS Systems Training

There is no planned in-person training at our facility, but CRAB is available for on-site visits and demonstration flights upon request.

Staff Contact: Brian Bailey, brian.bailey@crab.wa.gov



2022 Road Design Conference

Check out CRAB’s website [HERE](#) for more details about the upcoming 2022 Road Design Conference scheduled for March 23 – 25, 2022 in Chelan County at lovely Campbell’s Resort at Lake Chelan. Staff Contact: Brian Bailey, brian.bailey@crab.wa.gov

GIS-Mo Training

Further GIS-Mo training will be accomplished in individual or small group settings as needed. Staff Contact: Mike Clark, mike.clark@crab.wa.gov

DIVISION REPORTS

INFORMATION SERVICES UPDATE

Staff Contact: Tommy Weed, IT Director
tommy.weed@crab.wa.gov

GIS-MO UPDATES: PHASE-ONE

The GIS-Mo project has been moving closer toward completing its first phase. The first phase of the GIS-Mo project consists of a three-part process. The first part saw the county in the Soft-Launched stage. The Soft-Launched provides county access to VUEworks in GIS-Mo, allowing the individual county to manage their assets inside of GIS-Mo. The second-part of Phase-One is the Full-Launched phase. The Full-Launched phase includes the Soft-Launched feature with the additional function of adding work-orders and reports to the VUEWorks sites, as well as enabling audit trails in GIS-Mo for the individual county. The third and final part is scheduling one-on-one trainings with individual counties in order to handoff of the GIS-Mo application to the county.



Below is the current standing of the first phase of the GIS-Mo project at the end of January 2022. Currently, the first part of the GIS-Mo first phase project has two counties waiting in the queue to be scheduled to complete.

Soft Launched Counties - (IT Functions)

Soft Launched give access to VUEWorks and allowing counties to manage their assets inside GIS-MO



■ Soft Launched Counties ■ Waiting in Queue Because of Scheduling Issue

The project's second part of the GIS-Mo first phase project is completed, and all counties have been fully launched. The third part of the GIS-Mo first phase project was also completed at the end of January. All counties received their full training hand-off of GIS-Mo at the end of January.

Full Launched Counties -Complete (IT functions)

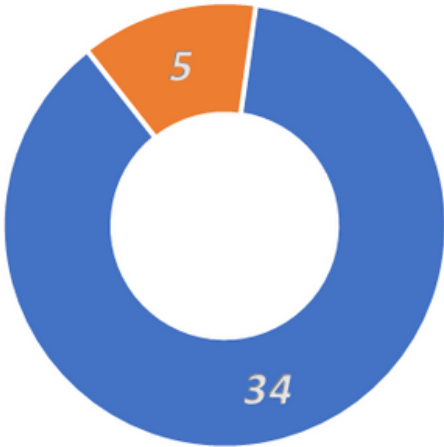
Full Launched is Soft Launched + the additional functions of adding work orders and report to the VUEWorks sites and enable to do audit trails in GIS-Mo



■ Soft Launched Counties

Counties Handoff of GIS-Mo

Complete Handoff of GIS-Mo full launched counties that includes one on one training with CRAB staff and County Staff



■ Counties Handoff of GIS-Mo
■ Waiting in Queue For Completion of One On One Training for County Staff With CRAB Staff

GIS-MO UPDATES: SECOND PHASE

The second phase of the GIS-Mo project will start in February of 2022, with a planning meeting already underway. The second phase of the GIS-Mo project is to tackle the significant updates our application needs. A training plan will identify training materials that need updating, and missing training curriculum necessary for the sustainability of GIS-Mo. One of our important targets to be completed in phase-two is developing the custom report needed by the county. We expect that the second phase of work will grow when all work has been identified to be completed in this phase.



C.A.R.S AND RAP UPDATE



The C.A.R.S (CRAB Annual Reporting System) and RAP (Rural Arterial Program) application update/ upgrade are underway with a stakeholder meeting set for February. The meeting is to narrow down what is needed in the new application for the update/upgrade. We will target the completion of the C.A.R.S and RAP applications by the end of 2022. More to come on this update in the future quarterly report.

SECURITY: LOG4J

The Log4j security vulnerability that affected the IT community worldwide in the last quarter of 2021 was minimal at CRAB. The IT team at CRAB quickly resolved any Log4j issues that were identified. The log4j security issue created zero work-stoppages for CRAB business.

Log4j is a piece of software that logs user activity and app behavior on a computer network. It is an API, or 'application programming interface,' which fetches and carries data across the network. By exploiting the flaw, dubbed Log4Shell, hackers can take control of servers which run in the internal network of the business and repurpose them for their own needs for performing numerous malicious activities such as stealing data, downloading ransomware, account take over, using the account to traverse an organization's network, and potentially bringing down the entire network. This flaw is very easy to exploit, enticing many bad actors.

When the vulnerability was made public, it was described as a zero-day (or 0day), which means it was being targeted and potentially acted upon before the software developers knew it existed. In other words, the developers had zero days to implement a fix for the vulnerability before it may have been used in an attack.



DESIGN AND UAS SYSTEMS UPDATE

Staff Contact: Brian Bailey,
Design System & UAS Program Manager
brian.bailey@crab.wa.gov

CONFERENCE

2022 Road Design Conference

- CRAB's Road Design Conference has been scheduled for March 23rd -March 25th, 2022. It will be held at Campbell's resort in Chelan, WA. The conference will consist of a combination of live presentations and a few virtual presentations.
- Registration opened in mid-December and currently has 54 attendees registered.
- All conference events have been sponsored and most presentations have been scheduled into the agenda.



DESIGN SYSTEMS

Training Program

- Due to the rise in COVID-19 infection cases, CRAB did not provide any Design Systems in-person training at our training facility this quarter. Two sessions of in-person on-site training were provided to Grant and Spokane Counties.

Software Support

- Design Systems provided minimal assistance to county design staff through CRAB-NET support ticketing during the quarter.



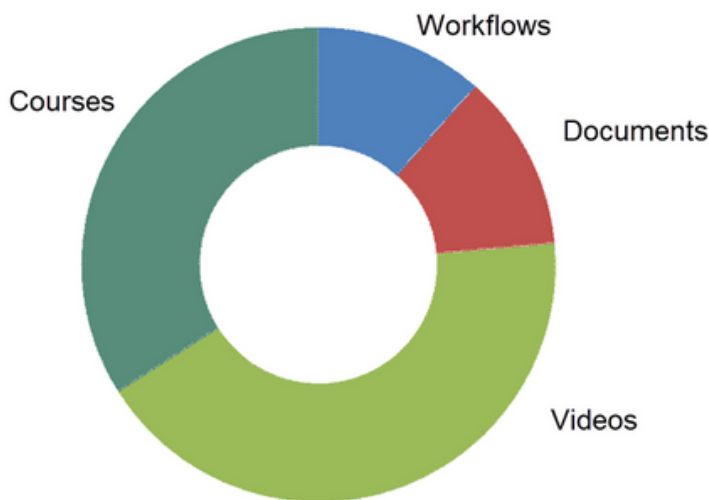
Pinnacle Series LMS

- CRAB continues to add help documents and videos in support of VUEWorks and Road and Highways.
- 2021 4TH quarter performance
 - The platform has 801 registered users and has had 106 unique active logins during the period.
 - Users have accessed 543 individual assets and 280 learning path courses.
 - Of the assets accessed, 231 were CRAB’s custom content in support of GIS-Mo, RAP Online, CARS and Sincpac. This is a 45% increase over the previous quarter.
- Using imputed averages for assets and courses, CRAB provided approximately 178 person-hours of training.

Resource Access/Use

Content items and features access/used by Resource during the period.

Period: 10/1/2021 - 12/31/2021
 Report Date/Time: 1/19/2022 3:05:12 PM



Summary		
Workflows:	95	(11.54%)
Documents:	99	(12.03%)
Videos:	349	(42.41%)
Courses:	280	(34.02%)
Total:	823	

Summary	
Current Registered Users:	801

Summary	
Total Unique Sign-ins:	106

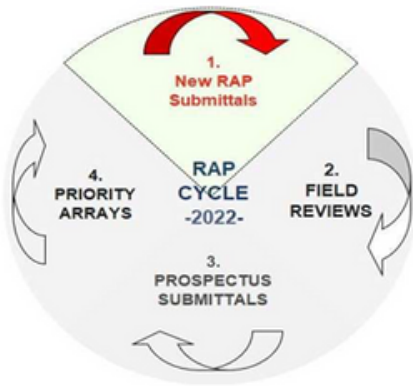
This is the first quarter that the LMS has seen a substantial decrease in unique user logins but has maintained a strong total content consumed and average users per day.

UAS Program

- The program manager worked with Spokane County in November to collect data over five bridges with the FLIR infrared camera. Several data sets processed without errors and showed promise in the identification of defects in the bridge deck. As with any new process, we are still refining the standard operating procedures to collect the most clean, accurate data possible. Poor weather precluded any further flights for the remainder of 2021.
- In December, the program manager met with WSDOT to discuss how we can participate in their initiative for the use of drones in bridge inspection. WSDOT has been working with Skydio, a drone manufacturer, to test the feasibility of using their drones to inspect bridge decks, superstructure and substructure. This study is very similar in scope to what CRAB had begun to study in October of 2021. Since both agencies are working toward a similar goal, we feel it is in our best interest to work together to advance this initiative. This was an introductory meeting and further plans to participate will be discussed in 2022.

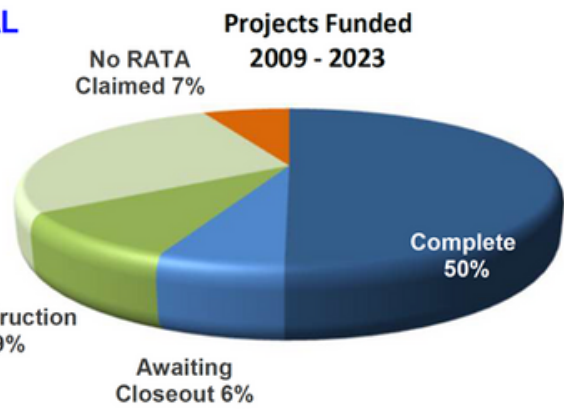
RAP ACTIVITY AND BALANCE SUMMARY

RAP ACCT



RURAL ARTERIAL PROGRAM January 2022

Design
28%



PROJECT STATUS:

Billing Phase	'83-'09	'09-'11	'11-'13	'13-'15	'15-'17	'17-'19	'19-'21	Current Biennium '21-'23	TOTAL
Completed	1002	37	2	43	20	13	3		1120
Awaiting Closeout		1		3	2	7	1		14
Some RATA paid	1	1		4	19	22	33	8	88
No RATA Paid							6	10	16
TOTAL	1003	39	2	50	41	42	43	18	1238

FUND STATUS:

Anticipated Revenue to end of '21 - '23 Biennium:

Fuel tax receipts and interest through June, 2021

644,127,088

Estimated fuel tax, int, Elect Vehicle overages and **MVA Transfers** July '21 thru June '23

48,497,800

Total estimated revenue

692,624,888

RAP Expenditures to date:

To Completed Projects

588,915,726

To Projects in Design or Under Construction

40,595,231

Administration

13,303,689

Total RATA spent

642,814,646

RAP Obligations:

RATA Balance on Active Projects

110,136,761

RATA \$ yet to allocate to Partially funded projects -

17,043,249

Requests for reimbursement - pending

1,593,985

Estimated remaining administration through 2021- 2023 biennium

874,627

Total RATA obligated

129,648,622

QTR 4 - 2021 RATA ACTIVITY:

REVENUE MONTH	BEGINNING BALANCE	MVFT REVENUE	INTEREST + Cash Rcpts	PROJECT PAYMENTS	#	ADMIN CHARGES	ENDING BALANCE
October	\$19,109,264.95	\$1,766,644.12	\$6,674.45	(5,000,537.97)	31	(44,418.55)	\$15,837,627.00
November	\$15,837,627.00	\$3,145,414.64	\$6,897.53	(1,601,748.47)	20	(44,579.38)	\$17,343,611.32
December	\$17,343,611.32	\$2,727,686.06	\$5,796.00	(1,320,700.72)	20	(38,054.52)	\$18,718,338.14
TOTALS:		\$7,639,744.82	\$19,367.98	(7,922,987.16)	71	(127,052.45)	

Staff Contact: Steve Johnson, P.E.
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