

SPECIAL AGENDA- VIDEO CONFERENCE CALL
WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS
Port Angeles, Washington
March 31st, 2020
3:00 p.m.

****ATTENTION****

In response to the current pandemic, to promote social distancing, and in compliance with Governor's Proclamation 20-28 which prohibits in-person attendance at meetings, the Board of Commissioners strongly encourages the public to take advantage of remote options for attending open public meetings.

This meeting can be viewed live via video conference, please visit <https://us04web.zoom.us/j/5759554874> to join the meeting. Please mute your microphone prior to joining.

No in-person attendance will be allowed until Governor's Proclamation 20-28 is lifted. Questions can be directed to the Clerk of the Board at (360)417-9767 or virginia@sacpa.org

COMMISSIONERS

ANNA MANILDI, BILL PEACH, RANDY JOHNSON, LATRISHA SUGGS, CHARLIE MCCAUGHAN

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

APPROVAL OF AGENDA

PUBLIC COMMENT – Agenda Items Only

ACTION ITEMS

1a Resolution 1-2020 A Resolution declaring an emergency in response to COVID-19.

PUBLIC HEARING

ITEMS FOR DISCUSSION

2a Executive Director Report
2b Staff Report

PUBLIC COMMENT

NEXT MEETING DATE

The next WSMPD meeting will be held on April 28th, 2020 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

ADJOURNMENT

William Shore Memorial Pool District

225 E. 5th St.
Port Angeles, WA 98362
360-417-9767

COMMISSIONERS

RANDY JOHNSON, BILL PEACH, ANNA MANILDI, LATRISHA OLLOM-SUGGS, CHARLIE MCCAUGHAN

RESOLUTION 01-2020

A RESOLUTION DECLARING AN EMERGENCY IN RESPONSE TO COVID-19

RECITALS

WHEREAS,

1. The William Shore Memorial Pool District (the "District"), is a duly organized and legally existing metropolitan park district organized under Chapter 35.61 RCW, and a "municipal corporation" of the State of Washington, incorporated pursuant to an approving vote of its residents on May 19, 2009 and certified on June 3, 2009. The District is located entirely within the County and is governed by a Board of District Commissioners (the "District Board"); and
2. COVID-19, a respiratory disease that can result in serious illness or death to vulnerable or at-risk populations, is caused by the SARS-CoV-2 virus, which is a new strain of coronavirus that had not been previously identified in humans, can easily spread from person to person, and for which there are no presently available vaccines or treatments; and
3. COVID-19 is spreading easily and sustainably in many geographic areas – globally, nationally, and locally; and
4. The United States' Centers for Disease Control and Prevention (CDC) identifies the potential public health threat posed by COVID-19 both globally and in the United States as "high", and has advised that person-to-person spread of COVID 19 will continue to occur globally, including within the United States; and
5. On January 21, 2020, the Washington State Department of Health (DOH), confirmed the first case in the nation of COVID-19, and as of the date of this order reports that 31 (of 39) counties have 2,469 confirmed cases and 123 deaths; and
6. On February 29, 2020, Governor Jay Inslee proclaimed a "State of Emergency" within the State of Washington as a result of COVID-19; and
7. On March 13, 2020, President Donald Trump proclaimed a "National Emergency" within the United States as a result of COVID-19; and
8. On March 17, 2020, the Clallam County Board of Commissioners proclaimed a state of emergency within Clallam County as a result of COVID-19; and
9. On March 22, 2020, President Donald Trump activated the National Guard to deploy to the State of Washington and assist the state and local governments in their response to the COVID-19 epidemic; and
10. On March 23, 2020, Governor Jay Inslee amended the February 29, 2020, "State of Emergency" Proclamation 20-05 to include "Stay Home – Stay Healthy" Order throughout Washington State requires all non-essential employees to remain at home until at least until April 6, 2020; and

11. The William Shore Pool District recognizes that it operates programs and facilities that have been designated as Essential Services by both the Federal Department of Homeland Security and the Governor of Washington State. The programs and facilities may be beneficial to governmental jurisdictions that provide First Responders, Medical Services and other Essential Services
12. The William Shore Pool District finds that the community mitigation measures that have been ordered to date by the State of Washington, while necessary and appropriate from a public health perspective, have greatly changed and disrupted day-to-day operations of the District, placing increased financial pressures on both the District and its employees; and
13. The William Shore Pool District finds that the community mitigation measures already in place will likely persist into the future, and additional community mitigation measures will likely be required to respond to the COVID-19 epidemic, thereby placing greater pressures on the District (including its employees), the programs and customers; and

NOW, THEREFORE BE IT RESOLVED, as follows:

- (1) Declaration of Emergency. As a result of the present and ongoing COVID-19 epidemic, and in recognition of the previous emergency proclamations issued by the United States, State of Washington, and Clallam County, the Board of Commissioners for the William Shore Pool District declares an emergency situation exists which presents a real, immediate threat to the proper performance of essential functions or will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken.
- (2) Waiver. Pursuant to Chapter 39.04 RCW, Chapter 39.28 RCW and Chapter 35.61 RCW, the public advertising and competitive procurement requirements of state law and District policies and procedures are waived related to District contracts for the following purchases or leases, as may be necessary to respond to the COVID-19 epidemic: (1) tangible personal property or equipment; (2) public works as defined by RCW 39.04.010; and (3) services, including professional, technical, personal or purchased services.
- (3) Contract Limitations. Under this Resolution, the Executive Director shall have contracting authority for the purchase of goods or services where the total value of the contract is not greater than \$25,000 for any single procurement. Pursuant to chapter 35.61 RCW, any emergency contract executed under this Resolution shall be filed with the commission and made available for public inspection within seven working days following commencement of work or execution of the contract, whichever occurs first. Documented justification for emergency contracts shall be provided to the commission when the contract is filed.
- (4) Payment of District Obligations. Pursuant to chapter 42.24 RCW and Chapter 35.61 RCW, the Executive Director shall approve the payment of expenses, claims or other obligations of the District, which are payable out of District's available funds, and all such disbursements therefrom shall be by check by the designated signing officer or District Treasurer, provided however the Commission shall be provided, electronic or otherwise, with a list of all such payments made during the prior month at the following regularly scheduled meeting, if the Commission is not able to maintain regular meetings.
- (5) Temporary Hiring. Pursuant to chapter 35.61 RCW, the Executive Director may, for the duration of the emergency, make temporary appointments of personnel to positions that directly respond to the emergency, when the urgency of filling positions prohibits examining applicants through the competitive process, and is immediately necessary for the protection of life and property.

- (6) Temporary Programs and Services. Pursuant to Chapter 35.61, the Executive Director may, for the duration of the emergency, establish programs and services to support the needs for child care to any federal or state designated essential services business, all local governments and agencies, and all medical service organizations.
- (7) Mutual Governmental Aid. Pursuant to chapter 38.52 RCW, the Executive Director is directed to cooperate with and extend such District services, facilities, and properties to the public health authorities and/or emergency management organizations of the federal, state, and local governments as circumstances may dictate. The Executive Director shall also have the authority to execute any document(s) required to facilitate said cooperation and/or extension of said services, properties, and facilities.
- (8) Public Meetings. Pursuant to chapter 42.30 RCW, and the present state of emergency, all meetings of the District commission are exempt from the meeting notice requirements and meeting location restrictions of the Open Public Meetings Act (OPMA), Chapter 42.30 RCW; however, District staff should make every effort to notice, coordinate, and conduct meetings consistent with the OPMA and the District's bylaws as long as circumstances permit.
- (9) Periodic Updates. The Executive Director shall provide weekly updates to keep the Commissioners informed of all actions performed or postponed.
- (10) Severability. In case any provision in this Resolution shall be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.
- (11) Reservation. The District Commission reserves its rights to issue such further orders as may be necessary to respond to the state of emergency declared by Clallam County, the State of Washington, or the United States in response to COVID-19.
- (12) Sunset. This Resolution shall take effect immediately and be in full force and effect for the same time period, and without action required to renew, as the state of emergency adopted by the Clallam County Commissioners.

PASSED AND ADOPTED this 31 day of March 2020.

ATTEST

WSMPD BOARD OF COMMISSIONERS

Virginia Smith, Clerk

As to form: Craig Miller: CM

Randy Johnson, President