

# BOARD BRIEFING MEETING AGENDA FOR DECEMBER 9, 2025

## BOARD OF COUNTY COMMISSIONERS OF SPOKANE COUNTY, WASHINGTON

CHRIS JORDAN, DISTRICT 1 \* AMBER WALDREF, DISTRICT 2 \* JOSH KERNS, DISTRICT 3  
MARY KUNEY, DISTRICT 4 \* AL FRENCH, DISTRICT 5  
COMMISSIONERS OFFICE (509) 477-2265

Prepared by Ginna Vasquez, Clerk of the Board

The Board of County Commissioners will hold the above meeting in-person and remotely.

The in-person meeting will be held at 9:00 AM, or as soon as possible  
thereafter, at the following location:

Board of County Commissioners' Conference Room – 1116 W. Broadway Avenue, First Floor, Room 101,  
Spokane County Courthouse, Spokane, Washington.

The public may participate remotely via conference call by calling  
1-877-853-5257 (MEETING ID: 856 7484 5677) and/or view the public meeting  
via: Webinar Link: <https://us02web.zoom.us/j/85674845677> (MEETING ID: 856 7484 5677).

Any member of the public shall have the right to provide oral comment to the Board of County  
Commissioners if the Board takes final action on any item on the strategic planning meeting agenda. A  
final action is where the Board will take an actual positive or negative vote.

A maximum time not more than three (3) minutes shall be allowed for each oral comment.

Agenda items may be added to the agenda or taken out of sequence.

All documents made available in this Board Briefing Meeting Agenda are Draft form for Discussion and  
Consideration only.

### 9:00 A.M. - BOARD BRIEFING MEETING AGENDA

1. CALL MEETING TO ORDER
2. MEETING TOPIC(S)
  - a. Rob Schultz, CFO - Spokane International Airport (SIA) **(9:00 a.m. to 9:10 a.m.)**
    - SIA Tillison Property Acquisition Briefing
  - b. Chandra Fox, Deputy Director of Emergency Management **(9:10 a.m. to 9:20 a.m.)**
    - Briefing on 2026 Counter - Unmanned Aircraft System (UAS) Grant Application
  - c. Undersheriff Kevin Richey, Sheriff's Office **(9:20 a.m. to 9:25 a.m.)**
    - Axon Contract Amendment
  - d. Undersheriff Mike Kittilstved, Sheriff's Office; Scott Simmons, CEO; and Tessa Sheldon **(9:25 a.m. to 9:40 a.m.)**
    - Records Management System (RMS) Discussion
  - e. Colin Charbonneau, Director of Public Defender **(9:40 a.m. to 9:55 a.m.)**
    - Office of Public Defense Award for the improvement of public defense services for the period of Jan 1, 2026 - June 30, 2026 in the amount of \$1,084,785.20
    - Axon Software Contract
    - Conflict Case Contracts

- f. Preston McCollam, Interim Prosecuting Attorney and Devin Curda, Chief Deputy Civil DPA **(9:55 a.m. to 10:20 a.m.)**
  - Karpel Engagement
  - Axon Contract
- g. Scott Chesney, Planning Director **(10:20 a.m. to 10:35 a.m.)**
  - Commerce Grant for Clean Energy Siting and Permitting Program
- h. Louis Graf, Wastewater System Administrator **(10:35 a.m. to 10:45 a.m.)**
  - Update the Sanitary Sewer Standards Manual (Chapter 11 of the Spokane County Standards for Road and Sewer Construction) and Updates to Sanitary Sewer Standard Plans U1-U26
- i. Matt Zarecor, County Engineer **(10:45 a.m. to 11:00 a.m.)**
  - Amending Spokane County Public Works Fee Schedule
- j. Gil Haubert, Facilities Director **(11:00 a.m. to 11:10 a.m.)**
  - Use of State Contracts for Supplies and Services
- k. Ashley Cloud, Sr. Director of Human Resources **(11:10 a.m. to 11:25 a.m.)**
  - Annual Board approval for Non-Rep COLA for 2026
  - Bi-Weekly Pay Period Transition Update for Certain Non-Represented Employees
- l. **11:25 a.m. to 11:45 a.m.**
  - 2026 Meeting Schedule Follow-Up
  - Boards and Commissions Follow-Up
- m. Chief Don Hooper, Detention Services **(11:45 a.m. to 12:05 p.m.)**
  - Detention Services & MEDIKO Medical Service Provider Contract Briefing

3. MISCELLANEOUS MATTERS

- a. Spokane County Regional Interlocal Leadership Structure (SCRILS) Agenda Approval for the December 12, 2025 Meeting
- b. • Bond Sale Update
- c. Media, Press Releases, and Proclamations
  - Naming of the 23-Hour Sobering Center / SRSC Expansion
  - Potential Press Release for Mediko Contract

Scott Simmons, CEO, possible executive session meetings on the following:

- Acquisition/Lease of Real Estate (RCW 42.30.110(1)(b))
- Sale /Lease of Real Estate (RCW 42.30.110(1)(c))
- Evaluate Qualifications of an Applicant for Public Employment or Review Performance of Public Employee (RCW 42.30.110(1)(g))
- Evaluate the Qualifications of a Candidate for Appointment to Elective Office (RCW 42.30.110(1)(h))
- Review Negotiations on the Performance of Publicly Bid Contracts (RCW 42.30.110(1)(d))

Matthew Folsom, Chief Civil DPA – possible executive session meetings on the following:

- Enforcement Action or Pending/Potential Litigation (RCW 42.30.110(1)(i))

4. ADJOURN

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: Spokane County is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Commissioner's Hearing Room at 1026 West Broadway is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Individuals requesting reasonable accommodations or further information may call, write, or email Ashley Cloud at (509) 477-5750 (TDD), 824 North Adams Street, Spokane, WA, 99260; or [acloud@spokanecounty.org](mailto:acloud@spokanecounty.org). Please contact us forty-eight (48) hours before the meeting date.