

Minutes
County Road Administration Board
April 19-20, 2018
CRAB Office – Olympia, Washington

Members Present: *Brian Stacy, PE, Pierce County Engineer, Chair
Rob Coffman, Lincoln County Commissioner, Vice-Chair
Andrew Woods, PE, Columbia County Engineer, Second Vice-Chair
Al French, Spokane County Commissioner
Lisa Janicki, Skagit County Commissioner
Bob Koch, Franklin County Commissioner
Kathy Lambert, King County Council Member
Helen Price Johnson, Island County Commissioner
Mark Storey, PE, Whitman County Engineer

Staff Present: John Koster, Executive Director
Walt Olsen, PE, Deputy Director
Jeff Monsen, PE, Intergovernmental Policy Manager
Randy Hart, PE, Grant Programs Manager
Derek Pohle, PE, Engineering & Admin Support Specialist
Karen Pendleton, Executive Assistant
Rhonda Mayner, Secretary
Jim Ayres, Design Systems Manager
**Eric Hagenlock, Information Services Division Manager
**Jim Oyler, Web & Training Strategist
**Mike Clark, Road Systems Inventory Manager
**Kathy O'Shea, Database Administrator
**Michael Kochick, IT Systems Security Manager

Guests: *Paul Randall-Grutter, PE, Skagit County Engineer
*Dan Berentson, Skagit County Public Works Director
*Rachel Rowe, Skagit County Ferry Division Manager
*Jim Mickel, Skagit County Comptroller
*William L. Moon III, PE, Glosten, Marine Architect
*Stephen Orsini, Guemes Island resident
*Glen Veal, Guemes Island resident
*Dixon Elder, Guemes Island resident
*Howard Pellett, Guemes Island resident
*Monte Reinders, PE, Jefferson County Engineer
*Wendy Clark Getzin, Jefferson County Transportation Planner
*Commissioner Kathleen Kler, Jefferson County
*Gary Rowe, PE, WSACE Managing Director
*Rick Becker, PE, Lincoln County Engineer
*Ramiro Chavez, PE, Thurston County Manager
*Jennifer Walker, Thurston County Public Works Director
*Scott Lindblom, PE, Thurston County Engineer

**Present April 19, 2018 only*

***Present April 20, 2018 only*

CALL TO ORDER

Chair Stacy called the meeting to order at 1:00 p.m. He requested that cell phones be silenced and that guests please sign in.

CHAIR'S REPORT

Approve April 19-20, 2018 Agenda

Chair Stacy noted a number of guests concerning Skagit County's Ferry request, and asked if the Board had any objection to allowing public comment. There were no objections from the Board. He then requested that the County Project Requests be moved from item 4.F to 4.A in order to allow those counties' staff members to travel home sooner.

Mr. Storey moved and Commissioner French seconded to amend the agenda as requested. **Motion carried unanimously.**

Commissioner Price Johnson moved and Commissioner Koch seconded to approve the agenda as amended. **Motion carried unanimously.**

Approve Minutes of February 1-2, 2018 CRABoard Meeting

Commissioner French moved and Commissioner Koch seconded to approve the minutes of the February 1-2, 2018 CRABoard Meeting. **Motion carried unanimously.**

COUNTY FERRY CAPITAL IMPROVEMENT PROGRAM

Mr. Monsen gave some background information on the program and on Skagit County's request for funding. He then presented the Technical Review Committee's minutes and final report to the Board.

Mr. Koster reported the committee's recommendation, that: Should Skagit County not form a Ferry District, Skagit County should be awarded up to 30% of the project cost, not to exceed \$7.5 million. Should Skagit County successfully form a Ferry District, and the financial plan demonstrate the Ferry District will contribute more than 5% of the project cost, Skagit County should be awarded up to 50% of the project cost, not to exceed \$10 million.

Mr. Koster noted a letter received today from the Skagit County Board of Commissioners stating that they do not intend to form a ferry district, and therefore are requesting \$7.5 million in funding.

Mr. Monsen noted that, if approved by the Legislature, payments for the project can only be claimed on expenses incurred following legislative approval, and must be paid back in full if the project is not completed.

Mr. Veal, Mr. Orsini, and Mr. Elder voiced concerns as to the timing of the ferry replacement, feeling that the current vessel still has many years of life left. All three have served on the Skagit County Ferry Committee in the past.

The Board thanked the citizens for their comments, but stated that their role is not to evaluate the project itself, but to evaluate the application and consider the Technical Review Committee's recommendation.

Commissioner Janicki noted that the costs of maintenance on the existing vessel are rising every year, and having a large impact on the county's road fund. She then recused herself from voting on the matter.

Following public comment, questions and discussion, Commissioner French moved and Commissioner Price Johnson seconded to direct CRAB staff to submit a budget request to the Legislature in 2019 for up to \$7.5 million, to be taken off the top of the counties' share of the Motor Vehicle Fuel Tax and distributed to Skagit County in 20 annual installments of \$375,000, beginning July 1, 2019. **Motion carried unanimously**, with Commissioner Janicki recused.

RURAL ARTERIAL PROGRAM

Jefferson County Project Request

Mr. Hart reported that Jefferson County has requested \$336,370 in emergency RATA funding for the repair of Upper Hoh Road, MP 7.89 to MP 7. Federal funding is not available, and the WSDOT determined that the regional extent of storm damage was too low for FHWA Emergency Relief funding to be applied.

Heavy rains in mid-October 2017 caused high peak flows on the Hoh River and led to undermining and collapse of the eastbound lane of the road. The westbound lane was also undermined. The road was closed on November 23, 2017 after evacuation of the Hoh River Visitors Center staff and park visitors, and the County Commissioners declared an emergency on November 27, 2017. Contractors were mobilized the following day and after sufficient repairs were completed the road was reopened on December 19, 2017. Cost of this work was \$269,535.

Re-surfacing and guardrail is yet needed to complete the full establishment of the road to safe functioning condition. Estimated additional cost is \$104,209, for total costs of \$373,744. The county recognizes that the amount of RATA funds approved by the CRABoard will be deducted from the county's 2019-2021 biennium funding limit.

The history of work on Upper Hoh River Road has been extensive. RAP funded repairs and RC projects date back to 1985, along with additional work accomplished relative to the Upper Hoh River Road. The county is also currently applying for \$211,500 in RAP funding for the 2019-2021 biennium, and \$1,355,691 in Federal Lands Access Program funding for a resurfacing project, milepost 0.00 to 12.04.

The road has been repaired to the basic pre-event condition. The county is asking that CRAB also fund paving and guardrail to restore full function of the road.

Staff has reviewed the project site and finds that the county has completed needed repair of Upper Hoh River Road at milepost 8 vicinity due to loss of the road by the encroaching Hoh River; that immediately upstream of these repairs, the roadway appears prone to further sliding into the river. The county has confirmed that the river could take the upstream section out next year or it could remain for the next 20; that the county declared an emergency on November 27, 2017; and that the county's request meets the requirements for RAP emergency funding.

Therefore, staff recommends approval of \$336,470 in RATA funding for repair of Upper Hoh River Road from milepost 7.89- 7.95. This funding amount, if approved, will be deducted from the county's funding limit for the 2019-2021 biennium.

Mr. Hart introduced Mr. Reinders, who gave further information on the request.

Following discussion, Second Vice-Chair Woods moved and Commissioner Janicki seconded to approve Jefferson County's request for \$336,470 in emergency funding for repair of Upper Hoh River Road from milepost 7.89-7.95. This amount will be deducted from the county's funding limit for the 2019-2021 biennium. **Motion passed unanimously.**

Lincoln County Project Request

Mr. Hart reported that Lincoln County has requested \$638,258 in emergency RATA funding for the repair of Porcupine Bay Road, milepost 5.00 to milepost 5.44.

During the first quarter of 2017 significant weather related issues, including an abundance of rainfall and melting snow pack, impacted many areas of Washington State. This prompted the Governor to declare a statewide emergency extending from March 10 thru April 3, 2017 and then extended to May 18, 2017. This event caused a landslide on Porcupine Bay Road on April 2, 2017. The embankment that supports a 500 foot long section of roadway failed, causing one lane of the roadway to slide into Lake Roosevelt. Lincoln County closed the road that same day to all traffic to evaluate a possible detour and repair. The county decided to keep the road closed until a permanent repair could be constructed. The County Commissioners declared an emergency on March 6, 2017, to remain in effect until severe weather issues subsided. The county secured initial funding of \$1.9 million from the ER Program thru WSDOT. After further evaluation by the geotechnical consultant, the cost has increased to \$6,564,797. ER funding of \$5,676,539 was subsequently approved by WSDOT on March 15, 2018

The county cites the required matching funds will cause a severe strain on its road budget, and seeks CRABoard approval of RATA funding in the amount of \$638,258. The county recognizes that the amount of RATA funds approved by the CRABoard will be deducted from the county's 2019-2021 biennium funding limit.

Staff has reviewed the project site, and finds that due to severe weather events in early 2017, Porcupine Bay Road suffered significant damage, and is closed to traffic. This request meets the requirements for RAP emergency funds, and recommends approval of \$638,258 for permanent repair of Porcupine Bay Road, milepost 5.00 – 5.44. If approved, this amount will be deducted from the county's funding limit for the 2019-2021 biennium.

Mr. Hart introduced Mr. Becker, who gave further information on the request. Mr. Ayres showed footage of the slide recorded with CRAB's unmanned aerial vehicle.

Vice-Chair Coffman noted that there have been over 150 documented slides in this area, and there is no way around this road. He then recused himself from discussion and voting on the request.

Following discussion, Second Vice-Chair Woods moved and Commissioner French

seconded to approve Lincoln County's request for \$638,258 in emergency funding for the repair of Porcupine Bay Road, milepost 5.00 to 5.44. This amount will be deducted from the county's funding limit for the 2019-2021 biennium. **Motion passed unanimously**, with Vice-Chair Coffman recused.

Program Status Report

Mr. Hart reviewed the Rural Arterial Program status report, noting that 1,057 of 1,171 projects have been completed. Anticipated revenue to the end of the 2017-19 biennium is \$607,294,948. RAP expenditures to date total \$557,561,108. RAP obligations remaining to active projects through the 2017-19 biennium total \$122,957,842. The RATA fund balance as of March 31 was just over \$19.5 million.

He noted that preliminary project prospectuses were due March 1 for the upcoming funding cycle. The total of the requested funds is \$210 million. Projected revenue during the 2019-2021 biennium is \$46 million, of which approximately \$13 million will be allocated to current partially funded projects and the remainder to new requests.

Of the 145 projects submitted, staff anticipates that roughly half will be submitted as final proposals, which are due in September. Due to increased estimated revenue, the counties are showing a renewed focus on full rehabilitation projects.

RATA Fund Usage History

Mr. Hart reported that in the early years of the program, it became somewhat inflexible. Several factors restricted the funding available and many projects were withdrawn. Changes to the program in the last ten years have resulted in higher delivery rates statewide.

He gave a brief presentation on the usage broken down into categories by number of RAP-eligible road miles per county.

Project Request Actions Taken by Staff

Mr. Hart reported that Kittitas County recently gained federal funding for replacement of the Manastash Road Bridge, and has requested that the RATA amount for this project be reduced from \$1,300,000 to \$686,325. This will allow design to be completed with RATA funds and provide a match for the federal funding. The county also requested that reimbursement of the remaining RATA construction funding of \$342,000 be advanced from quarter 3, 2020 to quarter 4, 2018. Staff processed the requested changes, noting the payments for match to the federal bridge project will not adversely affect the RATA balance.

Spokane County notified CRAB on March 7, 2018 that it would be advertising three Argonne Road paving projects as tied bids. Only one is RAP funded. The county assured CRAB each contract would have separate bids, schedules and individual financial tracking.

Spokane County requested that the Forker Road project be split into two segments. The south segment will commence construction work in June 2018, and the north segment will be constructed in 2020 and tied in with Bigelow Gulch Road 4A at the north end. An amendment was offered to the county on March 29, 2018. The signed amendment was returned to CRAB and executed on April 3, 2018.

Douglas County requested that the milepost limits for the Douglas North Road paving project be extended from 5.81 to 6.37, in order to do additional paving needed in this extended section. Staff confirmed that the additional length is of the same condition as the original submittal, and that no additional RATA funds would be requested. An amendment was forwarded to the county April 10, 2018.

Resolution 2018-002 - Apportion RATA Funds to Regions

Mr. Hart presented Resolution 2018-002 - Apportion RATA Funds to Regions, which authorizes the accrued amount of \$3,153,118 deposited to the RATA for February and March 2018 be apportioned to the regions by the established 2017-2019 biennium regional percentages after setting aside \$86,000 for administration.

Following questions and discussion, Commissioner French moved Council Member Lambert seconded to approve Resolution 2018-002 - Apportion RATA Funds to Regions. **Motion carried unanimously.**

Resolution 2018-003 – Allocate Remaining Estimated 2017-2019 RATA Revenue and Approve 2017-2019 RAP Projects

Mr. Hart presented Resolution 2018-003 - Allocate Remaining Estimated 2017-2019 RATA Revenue and Approve 2017-2019 RAP Projects, allocates the remaining estimated 2017-2019 fuel tax revenue and turned-back funds of \$8,639,679 as “New Funding” to the listed projects in the five regions.

Following questions and discussion, Vice-Chair Coffman moved and Commissioner Price Johnson seconded to approve presented Resolution 2018-003 - Allocate Remaining Estimated 2017-2019 RATA Revenue and Approve 2017-2019 RAP Projects. **Motion carried unanimously.**

Chair Stacy called for a brief recess.

WSACE UPDATE

Mr. Rowe noted that the annual WSACE Conference will be June 5-7 at the Alderbrook Resort on Hood Canal. On June 5, a barbecue reception will be held honoring him and Mr. Monsen as they prepare to retire in June.

He reported that the association’s studies on culvert and road safety data collection are continuing.

He urged the Board to be more proactive in the future in regards to county road funding, and thanked the Board for the opportunity to represent the WSACE at their meetings.

Chair Stacy thanked Mr. Rowe for his service to the association.

COMPLIANCE REPORT

Mr. Pohle reported that 38 counties submitted the Road Levy Certification by the February 1 deadline. The one delinquency was due to serious illness of the County Engineer.

All 39 counties submitted the required Traffic Law Enforcement Certification, Certification of Expenses for Fish Passage Barrier Removal, Annual Construction Report, CAPP Report, Bridge Inspections, Annual Certification, Annual Certification for Maintenance Management, and County Ferry System Report to CRAB by the April 2 deadline.

The Director of Highways and Local Programs has certified to CRAB that all counties have current Bridge Inspection Certificates on file with the Department.

Mr. Pohle noted three issues:

For a few years, counties using certain accounting/asset management software are producing poor quality CAPP reporting data. These systems apply unreasonably small costs to road segments, skewing the costs per lane/centerline mile. Mr. Hart has been working with these agencies to correct their data before we allow it into our system.

Last year three counties had yet to update their Bridge and Inspection reports to contain the statutory minimum requirements. That has improved to two counties, and CRAB staff will continue to work with these counties in an effort to bring these reports up to minimum requirements.

There are some counties that are still over-diverting Road Levy in excess of the amount established by resolution during their budget process.

Mr. Pohle reported that based on the April 2 submittals, SAO audit reviews for 2016 and 2017, and the performance of the 39 counties during the year 2017, a recommendation regarding the issuing of Certificates of Good Practice for fiscal year will depend on some deliberation by the Board.

Mr. Pohle reported briefly on vacancies in the office of County Engineer, noted no county audit findings of a compliance nature to report, and outlined his recent meetings and activities.

Resolution 2018-004 – Certificates of Good Practice

Mr. Koster announced that as required by RCW 36.78.090 and RCW 36.78.100, and pursuant to WAC 136-04-010 through WAC 136-04-060, he is submitting to the County Road Administration Board a report of the review of the annual certifications submitted by the counties for the calendar year 2017. Each year, these certifications provide information to this agency which touches upon three main areas: Management and Administration; Document Submittal, which includes such items as road levy certification, road log updates, construction reports, etc.; and Operations. From receipt of this information, staff is able to determine the level of compliance with applicable laws and Standards of Good Practice achieved by the counties of the State of Washington, and it is upon demonstrated compliance with these laws and standards which continued receipt of the fuel tax distribution depends.

He concluded that 38 counties have demonstrated reasonable and substantial compliance with all applicable laws and Standards of Good Practice. Staff recommends that Thurston County's certification be conditioned based upon the fact that they did not accurately report to the CRABoard Thurston County's expenditures of diverted road levy for traffic policing.

Mr. Chavez reported that the county believes they have accurately reported their Traffic Law Expenditures.

Following questions and discussion, the Board decided to vote on two resolutions: 2018-004 Certificate of Good Practice, to be issued to 38 counties excepting Thurston; and 2018-005 Certificate of Good Practice, to be issued to Thurston County along with supporting documentation of the path taken by the Board to this point. While these were being drafted, the Board moved on with the agenda.

EXECUTIVE DIRECTOR'S REPORT

CRABoard Positions

Mr. Koster reported that on March 1, 2018 he sent a letter to WSAC President Blair Brady notifying him of the expiration in June 2018 of the terms of Commissioner Janicki, Council Member Lambert, and County Engineer Stacy. He noted that all three members are eligible for reappointment by WSAC.

WSACE Award Nominations

Koster reported that nomination forms for the WSACE Engineer of the Year and Project-Program Manager of the Year have been sent out. The application deadline is May 18, 2018. The awards will be given at the WSACE Conference in June.

Current Budget Status and Supplemental Budget

Mr. Koster reported that the variances seen are largely due to the Legislature's passage of the transportation budget before passage of the capital budget, resulting in an accounting imbalance in wages and salaries paid. This will resolve itself throughout the remainder of the biennium.

Staff Updates

Mr. Koster reported that Mr. Pohle was chosen to succeed Mr. Monsen, and the position title changed to Engineering and Administrative Support Specialist, effective March 1, 2018. The agency organizational chart has been updated.

Mr. Pohle's former position of Compliance and Data Analysis Manager was advertised in April, and interviews were conducted April 18. The GIS Program Administrator position will be advertised May 1, with an anticipated start date of July 1, 2018. The Financial Analyst position will be advertised July 1.

DEPUTY DIRECTOR'S REPORT

County Engineers/Public Works Directors

Mr. Olsen noted that on February 27, 2018, Skamania County appointed Tim Elsea, PE, as the County Engineer after the retirement of Tim Homann, PE, effective March 1, 2018.

On March 19, 2018, Yakima County appointed Matt Pietrusiewicz, PE, as the County Engineer after the retirement of Gary Ekstedt, PE, effective April 1, 2018.

On April 11, 2018, Kittitas County Engineer Lucas Huck, PE, announced his resignation, effective April 30, 2018. It is anticipated that Public Works Director Mark Cook will be appointed as Interim County Engineer.

County Visits completed since January 2018

Mr. Olsen noted visits to Snohomish, Adams, Whitman, Grant, Chelan, and Douglas Counties. 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 five audit reports representing five counties since the February 2018 board meeting. One audit contained a total of one finding issued and none involved County Road Funds in some form. Any audit with a number in bold print under the “Co.Rd?” heading, revealed substantive findings involving County Road Funds.

2016 Audits

Report #	Entity/Description	Report Type	Audit Period	Date Released	New?	Co. Rd?	Prev?	Status
1021018	Walla Walla County	Accountability	01/01/2016 to 12/31/2016	4/9/2018				
1021017	Pierce County	Accountability	01/01/2016 to 12/31/2015	3/25/2018				
1020919	Spokane County	Accountability	01/01/2016 to 12/31/2016	4/5/2018				
1020688	Stevens County	Financial	01/01/2016 to 12/31/2016	3/5/2018	1	NCR		
1020726	Snohomish County	Accountability	01/01/2016 to 12/31/2016	3/1/2018				
				TOTAL	1		0	
NCR	Non-County Road							
CR-FC	County Road-Fully Corrected							
CR-PC	County Road-Partially Corrected							

Activities

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

Eminent Domain Study

Mr. Olsen reported the results of Mr. Pohle’s study on use of Eminent Domain. There were 15 responses to the question: Is your legislative/executive authority willing to authorize use of Eminent Domain when necessary to complete capital projects? 53.3% responded Yes. Several counties commented on the pros and cons of the practice.

CERTIFICATES OF GOOD PRACTICE continued

Ms. Pendleton presented the final draft of the resolutions.

Resolution 2018-004 – Certificates of Good Practice

Commissioner Price Johnson moved and Vice-Chair Coffman seconded to approve Resolution 2018-004, issuing Certificates of Good Practice to 38 counties, excluding Thurston. **Motion carried unanimously.**

Resolution 2018-005 – Certificate of Good Practice – Thurston County

Mr. Storey moved and Commissioner Koch seconded to approve Resolution 2018-005, issuing a Certificate of Good Practice to Thurston County with supporting documentation. **Motion carried unanimously.**

Chair Stacy recessed the meeting at 4:37 p.m. The meeting will reconvene April 20, 2018 at 8:30 a.m.

**County Road Administration Board
Friday, April 20, 2018**

CALL TO ORDER

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

STAFF REPORTS

Environmental Mitigation Survey

Mr. Clark reported on the initial results of the survey sent to the counties in early March. He noted nine responses, with four more pending. He plans to do further investigation into the many changing regulations regarding maintenance issues such as ditching and solid waste storage, and report again at the July CRABoard meeting.

The Board expressed disappointment at the low response rate, and directed Mr. Clark to send the survey out again to those counties who had not participated. Mr. Clark will give an update at the July 2018 CRABoard Meeting.

He reported that he has received Road Log Updates from 19 counties to date. They are due to CRAB by May 1.

Information Systems

Mr. Hagenlock reported on the status of the GIS-Mo project, noting that the WTSC Traffic Records Committee Workgroup recommended approval of the full grant request of \$400,000.

On March 30 he sent an update to the Steering Committee, informing them of the plan to split the group into an Executive Steering Committee and Technical Workgroups consisting of a Data Structure and Documentation Workgroup, a GIS Specification and Workflow Workgroup, and an Interoperability Workgroup.

On April 18, Mr. Koster, Mr. Olsen and Mr. Hagenlock met with OCIO Oversight for a Concept Review. The OCIO is requiring that CRAB hire a Quality Assurance Consultant, which may add significant costs to the project. Staff will research how much a consultant will be truly needed to attempt to minimize those expenses.

Next steps include the Washington Electronic Business Solution (WEBS) Announcement of Sole Source Intent, and the DES Sole Source Justification Submittal. Mr. Hagenlock will be attending the WAURISA 2018 WA GIS Conference May 21-24, where he will give a GIS-Mo Lightning Talk Presentation. He will present a GIS-Mo Update at the WSACE Annual Conference in early June.

Mr. Hagenlock reported that staff plans to advertise for a GIS Administrator on May 1-15. Interviews and selection will be May 22-24, with the goal of a July 2 start date.

The completed “Plan to Plan” regarding server migration was delivered to WATECH. The “Plan” is due December 31. The move is required by June 30, 2019.

Mr. Hagenlock reported on recent system security updates, noting that the Secure Socket Layer (SSL) has been renewed through 2020 and the systems have been updated. Fire wall improvements have reduced penetration attempts; the Department of Homeland Security spent two weeks attempting to exploit CRAB at the request of the OCIO. Staff has requested a report of their findings.

Effective February 15, CRAB has an IT Backup Policy, which improves disaster recovery capabilities. He noted that the Colorado DOT and City of Atlanta recently experienced a ransomware attack targeting vulnerabilities shared by many government organizations, and in Atlanta’s case the hackers successfully encrypted their on-site backups. CRAB’s policy will mitigate these unavoidable risks by providing off-site backups. It is not intended for archiving or version history.

Mr. Hagenlock reported that in the first quarter of 2018, staff conducted 226 person hours of training, involving the staff of 15 counties. He noted that regularly scheduled classroom Mobility training will no longer be offered. Future Mobility training will be determined on an as-needed basis, by request and/or waitlist demand.

Also in the first quarter of 2018, 83 reported issues were resolved across seven categories, and staff attended 183.5 hours of professional development and training

Mr. Oyler gave a brief demonstration of the CRAB website enhancement project.

Design Systems

Mr. Ayres noted several training sessions held in the CRAB offices in the past months, for a total of ten training days for 35 county staff members from nine different counties. CRAB does not charge the county staff to attend these classes, compared to almost \$2,500 per person if taken from a private vendor.

He reported on the progress of CRAB’s declaration of the Lead Applicant for the new FAA Integration Pilot Program (IPP). The IPP is an opportunity for governmental agencies to partner with private sector entities to accelerate safe Unmanned Aerial Systems integration. The IPP aims to accomplish operations for research including advancing beyond line-of-sight flight, night operations, and flying over human beings. The FAA will announce the IPP winners on May 7.

He has several UAV flights scheduled this spring, and plans to use many of the videos as training tools on the new website. He also plans to conduct a UAS Policy Workshop for the counties.

Intergovernmental Policy

Mr. Monsen reported on his activities since the February 2018 CRABoard meeting. He noted that his last working day at CRAB will be June 29.

He reported that a customized County Engineers' Training was presented to Snohomish County on March 1-2, with 12 participants in Road Maintenance attending 3 hours at Cathcart Shop, and 36 participants in Engineering and Administration attending 6 hours at the Snohomish Administration Building. Eleven participants from ten counties are registered for the County Engineers' Training to be held at the CRAB offices May 1-3, 2018. He presented a compilation of the evaluations of the classes held since 2013.

As one of his final duties, an updated version of the County Engineers and Public Works Directors' Manual will be released soon.

Mr. Olsen thanked Mr. Monsen for his many years of service, not only to CRAB but to Whatcom and Skagit Counties.

Vice-Chair Coffman adjourned the CRABoard meeting at 10:14 a.m.

Chair

Attest