

Minutes
County Road Administration Board
April 25-26, 2019
CRAB Office – Olympia, Washington

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

Member Absent: Lisa Janicki, Skagit County Commissioner, Second Vice-Chair

Staff Present: John Koster, Executive Director
Walt Olsen, PE, Deputy Director
Eric Hagenlock, Information Services Division Manager
Randy Hart, PE, Grant Programs Manager
Derek Pohle, PE, Engineering & Admin Support Specialist
Andrew Woods, PE, Compliance & Data Analysis Manager
Karen Pendleton, Executive Assistant
Rhonda Mayner, Secretary
**Jim Oyler, Web & Training Strategist
**Scott Campbell, IT Systems Security Manager
**Cameron Cole, GIS Administrator
**Jim Ayres, PE, Design Systems Manager

Guests: Bobby Jackson, Lewis County Commissioner
*Ahmad Qayoumi, PE, Clark County Engineer/PWD
*Susan Wilson, PE, Clark County Trans Programming Manager
*Chad Johnson, DES, CRAB Budget Analyst
**Jane Wall, WSACE Managing Director
**Paul Randall-Grutter, Skagit County Engineer/PWD

**Present April 25, 2019 only*

***Present April 26, 2019 only*

CALL TO ORDER

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

CHAIR'S REPORT

Approve April 25-26, 2019 Agenda

Commissioner Koch moved and Commissioner Ross seconded to approve the agenda as submitted. **Motion carried unanimously.**

Approve Minutes of January 24-25, 2019 CRABoard Meeting

Commissioner Ross moved and Councilmember Lambert seconded to approve the minutes of the January 24-25, 2019 CRABoard Meeting. **Motion carried unanimously.**

RURAL ARTERIAL PROGRAM

Program Status Report

Mr. Hart reviewed the Rural Arterial Program status report, noting that 1,082 of 1,181 projects have been completed. Anticipated revenue to the end of the 2017-19 biennium is \$608,454,648. RAP expenditures to date total \$580,841,211. RAP obligations remaining to active projects through the 2017-19 biennium total \$103,121,260. The RATA fund balance as of March 31 was \$19,361,771.

Project Request Actions Taken by Staff

Mr. Hart reported that Clark, Cowlitz, Grays Harbor, King and Skagit Counties were facing construction lapsing on April 18, 2019. All five were granted extensions to April 18, 2021.

Asotin County's Snake River Road project commenced construction two years ago by processing construction materials, but lapsing of all remaining construction phases was not tracked as the county did not enter commencement information into RAP Online. Mr. Koster sent a letter to the county dated January 23, 2019, extending the lapsing date to April 16, 2021. All remaining construction phases must commence by that date in order for the county to retain RATA funding.

Chelan County requested approval to reduce the proposed width for Wenatchee Heights Road from 31 feet to 30 feet. The original width proposed was to accommodate an uphill bike lane. The new proposed width creates a more balanced roadway section for both motorists and bicyclists. It also meets the standard width required for the road classification. CRAB staff found this did not significantly reduce the score and did not affect the project's ranking on the funding array. Mr. Koster sent the county a letter on March 14, 2019, with a contract amendment approving the change. The signed amendment was returned to CRAB on April 10, 2019.

Resolution 2019-002 - Apportion RATA Funds to Regions

Mr. Hart presented Resolution 2019-002 - Apportion RATA Funds to Regions, which authorizes the accrued amount of \$5,298,107 deposited to the RATA for January, February and March 2019 be apportioned to the regions by the established 2017-2019 biennium regional percentages after setting aside \$143,387 for administration.

Commissioner French moved and Councilmember Lambert seconded to approve Resolution 2019-002 - Apportion RATA Funds to Regions. **Motion carried unanimously.**

Linking RATA Reimbursements to Project Progress

Mr. Hart reported that historically, staff has programmed reimbursement of construction costs based on the county schedules listed in final prospectuses. Since these schedules

are optimistic, programmed reimbursements have typically been more than twice the available revenue.

The amount of obligation to projects each year has fluctuated between \$100 million and \$150 million, while available balance of RATA funds has fluctuated between \$15 million and \$40 million, and has remained under \$20 million for the last six years.

Maintaining these optimistic plans has often prevented counties from advancing older projects that could be delivered sooner, since there is no room in the short-term program for the additional payments. Designing and then shelving these projects, however, adds cost to the counties. The CRABoard has, therefore, advised staff to link project payments to progress certified by the county engineer.

CRABstaff has developed a feature in RAP Online that will initially set CN reimbursements to commence five years from the date of approval rather than following the plan listed in the prospectus. As projects commence to design, permitting, right of way, engineers' estimate and PS&E, their reimbursement schedules will automatically advance, conditioned on RATA funds available. Staff also plans to assign this scheduling framework to current projects that were approved in 2017 and later.

The list represents approximately one-third of all projects programmed for payment in the next two years. Any that show progress can advance, conditioned on CRABstaff review of funds available. There are 62 older projects not listed that will retain their current 2020 and 2021 reimbursement schedules, using \$56 million in RATA funds.

Mr. Hart noted that the advantages of linking reimbursements to project progress include encouraging more accurate, timely reporting; allowing projects to advance toward reimbursement in a timely and consistent manner; that counties still have the obligation to advertise for construction within six years of approval; CRAB will still allow a one-time, two-year extension for construction; with the allocation of new funds for the 2019-21 biennium, the total programmed amount to projects will be about \$165 million over the next seven years; CRAB will be better able to manage the RATA on a cash flow basis; and that RAP Online will advance the schedules automatically only after CRAB staff determines RATA funds are available.

Future and amended contracts will include the provision of "The schedule of construction reimbursements to the county will be based on project progress as certified by the county engineer within the County Road Administration Board's RAP Online project management application and RATA funds available."

Consideration of Available Funds for Allocation

Mr. Hart reported that per WAC 136-161-020 (6), "The county road administration board reviews the rank-ordered arrays in each region and, based upon the RATA funds projected to be allocable for the next project program period, selects and approves specific projects for RATA funding."

The CRABoard used an estimate of \$46,000,000 as the basis for its call for new projects in October 2018. County submittals and funding limits for the 2019-21 biennium are based on that amount. There are additional funds of \$5,260,775 turned back from the prior array and from prior projects that were recently withdrawn or underrun. Total available RATA funds are \$51,258,000, which multiplied by 90% equals \$46,132,200.

The CRABoard has advised staff to maintain a minimum balance of \$12,000,000 in the account. The anticipated balance by the end of the 2017-19 biennium is \$20,061,771. Further reimbursement to counties in the 2019-21 biennium, based on spending history, will lower this balance to about \$17,771,771.

Of the \$46,132,200 to be allocated to projects, \$12,174,438 would be added to current funded projects and \$33,957,762 would be allocated to new projects. An estimated additional \$5,125,800 can be allocated at the April 2020 CRABoard meeting. Per WAC 136-161-070 (4), the CRABoard can allocate no more than 90% of estimated revenue in the first year of the biennium and the remainder "at such time as deemed appropriate" by the board.

If funded, CRABstaff would schedule construction reimbursements for new projects in the 2023-25 biennium. This five year period is typical for project delivery times. Projects that progress faster can have access to RATA funds upon a clear demonstration of progress and the availability of funds.

The RATA balance has cycled between \$20 million and \$15 million before and after each construction season for the last six years. A steady balance is anticipated in the future. The account is gaining an additional \$4,844,000 in Connecting Washington funding in the 2019-21 biennium and Spokane County's Bigelow Gulch Projects are well into construction, anticipating \$9.5 million to be charged to RATA in that time frame.

Allocating to partially funded projects at this meeting will assure the program continues without interruptions and maintains the forecast of expenditures as presented. Any subset of projects could be delayed, if necessary, to maintain a \$12,000,000 balance.

The RAP is operating with a stable balance and has the ability to program construction reimbursements of new projects in 2024 and beyond.

Resolution 2019-003 – To Approve 2019-2021 RAP Projects and Allocate 90% of Estimated 2019-2021 RATA Revenue

Mr. Hart presented Resolution 2019-003 - To Approve 2019-2021 RAP Projects and Allocate 90% of Estimated 2019-2021 RATA Revenue, which allocates 90% of the estimated 2019-2021 fuel tax revenue and turned-back funds for a total of \$46,132,200 to the listed projects in the five regions.

Following questions and discussion, Commissioner Ross moved and Mr. Storey seconded to approve presented Resolution 2019-003 - To Approve 2019-2021 RAP

Projects and Allocate 90% of Estimated 2019-2021 RATA Revenue. **Motion carried unanimously.**

Clark County Request for Emergency Project Funds

Mr. Hart reported that Clark County has requested \$532,200 in emergency RATA funding for the repair of NW Pacific Highway, milepost 1.81 to 1.83. Federal funding is not available for this project, as the governor did not issue an emergency declaration for road impacts.

NW Pacific Highway is a major collector adjacent to Interstate 5 between the towns of Woodland and La Center, serving local residents along a five-mile route. It is also a freight alternate route to I-5 when needed. On February 12, 2019, a 30-inch culvert just west of the Wellman Road intersection experienced a major washout due to heavy rain runoff. County road crews driving through the area discovered much of the culvert destroyed, leaving a hole in the roadway. The county closed the road immediately and declared an emergency. The repairs provided a 13-foot corrugated metal pipe suitable for fish passage and included stabilizing the bank and replacing guardrail and pavement.

Staff has reviewed the project site and finds that the county declared an emergency; that the county has completed the necessary repairs; and that the request meets the requirements for RAP emergency funding.

Staff recommends approval of \$532,200 in RATA funding for repair of NW Pacific Highway Road at milepost 1.81–1.83. This funding, if approved by the CRABoard, will be deducted from the county's 2021-2023 funding limit on the array of RAP proposed projects.

Mr. Hart introduced Mr. Qayoumi and Ms. Miller, who supplied further information on the request.

Following discussion, Vice-Chair Coffman moved and Mr. Storey seconded to approve Clark County's request for up to \$532,200 in emergency funding for the repair of NW Pacific Highway, milepost 1.81 to 1.83. This amount will be deducted from the county's funding limit for the 2021-2023 biennium. **Motion passed unanimously.**

Chair Stacy called for a brief recess.

Vice-Chair Coffman presented two videos of the progress on Lincoln County's Porcupine Bay Road repairs. He noted that the road is scheduled to reopen on May 6, after two years of construction.

EXECUTIVE DIRECTOR'S REPORT

CRABoard Positions

Mr. Koster reported that on March 1, 2019 he sent a letter to WSAC President Scott Hutsell notifying him of the June 2019 expiration of the terms of Vice-Chair Coffman,

Commissioner Koch, and Mr. Storey. 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 10, 2019. The awards will be given at the WSACE Conference in June.

Current Budget Status

Mr. Koster introduced Mr. Johnson, who reported that the fund balances are tracking as projected throughout the remainder of the biennium.

2019-2021 Budget Submittal

Mr. Johnson reported that the House and the Senate's proposed budgets are the same for all of CRAB's operating and capital funds. In regards to the new RAP emergency fund, the Senate proposal would take \$500,000 each from Fund 102 and Fund 186 to start the new program. The House proposal would use \$3,000,000 in new funds from the state transportation budget.

Updates

Mr. Koster reported that Mr. Clark was promoted to a WMS 2 management position. The agency organizational chart has been updated.

He announced that the agency's requested legislation adjusting population limits for the CRABoard positions has been signed by the Governor. Senate Bill 5923 establishing a separate RATA emergency fund will be signed by the Governor on April 26.

Mr. Koster noted the inclusion of the minutes of the last WA State Road Usage Charge Committee in his report for the Board's information.

He reported that a security fence has been installed in a portion of the parking lot in order to safeguard the agency's vehicles from periodic vandalism. The agency's proposed office move is still in negotiation with the building owners.

Mr. Koster turned the floor over to Mr. Olsen, who presented proposed WAC 136-250, Allocation of Emergency Loan Account (ELA) Funds to Emergency Projects. He noted that this WAC will cover emergency projects only. Emergent projects will remain in WAC 136-163. The work must be the result of a natural or man-made disaster, and the applying county must declare an emergency. The Board authorized for staff to proceed with drafting the WAC and presenting it for discussion at the Washington State Association of County Engineers Conference in June.

COMPLIANCE REPORT

At the January 2019 CRABoard meeting Mr. Woods reported that Yakima County was unable to meet the standard of good practice requiring all paved arterial and collector roads be rated for pavement condition. No action of the Board was requested, to allow

time for Yakima County to complete their corrective action plan. On January 22, 2019, Yakima County notified CRAB staff that the required pavement condition rating was completed. There is no further action required regarding this issue.

Mr. Woods reported that 33 counties submitted the required Certification of the 2019 Road Levy and Estimated Revenue Produced by the February 1 due date. The remaining six counties submitted their forms by February 12. The delay was primarily due to a delay receiving the appropriate levy numbers from the county assessor. All 39 counties submitted the required forms and are considered to be in reasonable compliance with the standard of good practice.

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 reasonably close to the April 1 deadline. Two minor issues were reported to CRAB and quickly addressed by the reporting counties.

Mr. Woods reported that Kittitas County is actively recruiting for a County Engineer. The Public Works Director is currently assuming those duties.

He noted that the Director of Highways and Local Programs has certified to CRAB that all 39 counties have current Bridge Inspection Certificates on file with the Department.

He reported that there were no new audit findings involving county road or ER&R funds from January 19, 2019 to April 19, 2019.

On March 28, 2019, the SAO issued a finding to Spokane County resulting from a fraud investigation report. The report found that \$1,384,407 was misappropriated over a period from January 24, 2007 to December 5, 2016 by a former employee of the Risk Management Department. The misappropriation did not directly involve county road or ER&R funds. CRAB staff is aware of the situation and the corrective action being taken by the county, and will continue to monitor the situation. Staff does not anticipate any action being required by the CRABoard.

Ferry County's FY 2016 – FY 2017 accountability audit resulted in a management letter dated February 4, 2019 regarding the stability of the county road fund. As of the end of February 2019, the road fund had a balance of \$380,000 and outstanding grant reimbursements of \$400,000 that a former employee failed to submit for reimbursement. Staff will continue to assist Ferry County with addressing the concerns outlined in the management letter.

Whitman County's FY 2017 accountability audit resulted in a management letter dated April 8, 2019 expressing concerns about fuel card purchases. Whitman County is currently amending their policies and procedures to address the SAO concerns.

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. The county continues to work on an indirect cost distribution plan, and hope to have it approved by the State Auditor's Office by mid-2019.

Mr. Woods certified that he has reviewed all of the compliance reporting with Mr. Olsen. Staff recommends issuance of a 2018 Certificate of Good Practice for all 39 counties.

Mr. Woods reported on his other activities and meetings.

Resolution 2019-004 – 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 2018. 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 all 39 counties have demonstrated reasonable and substantial compliance with all applicable laws and Standards of Good Practice.

Following questions and discussion, Commissioner French moved and Councilmember Lambert seconded to approve Resolution 2019-004, issuing Certificates of Good Practice to all 39 counties. **Motion carried unanimously.**

DEPUTY DIRECTOR'S REPORT

County Engineers/Public Works Directors

Mr. Olsen noted that on January 31, 2019 King County delegated certain developmental review duties of the County Road Engineer Rick Brater to Scott Smith, PE as allowed by King County Code 2.16.140.

On February 1, 2019, Cowlitz County appointed Susan Eugenis, PE, as the County Engineer after the termination of Brad Bastin, PE, effective February 1, 2019.

On February 5, 2019, Douglas County appointed Aaron Simmons, PE as County Engineer, effective February 5, 2019.

County Visits completed since January 2019

Mr. Olsen noted visits to Lewis, Douglas, Okanogan and Ferry 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 nine audit reports representing seven counties since the January 2019 board meeting. Two audits contained a total of three findings issued and one involved County Road Funds in some form. One audit had a prior finding involving County Road Funds. Any audit with a number in bold print under the "Co.Rd?" heading, revealed substantive findings involving County Road Funds.

2017 Audits

DDR 2019 Q1 Audit reports		3/26/19 10:28 AM						
Report #	Entity/Description	Report Type	Audit Period	Date Released	New?	Co. Rd?	Prev?	Status
1023254	Adams County	Accountability	01/01/2017 to 12/31/2017	3/11/2019				
1023305	Stevens County	Accountability	01/01/2016 to 12/31/2017	2/21/2019	1	NCR		
1019842	Ferry County	Financial and Federal	01/01/2016 to 12/31/2016	2/19/2019	2	1		
1023072	Ferry County	Accountability	01/01/2016 to 12/31/2017	2/14/2019				
1023175	Ferry County	Financial	01/01/2017 to 12/31/2017	2/14/2019			1	NC
1023209	Spokane County	Accountability	01/01/2017 to 12/31/2017	2/11/2019				
1023063	Pend Oreille County	Accountability	01/01/2017 to 12/31/2017	2/4/2019				
1022746	Franklin County	Accountability	01/01/2017 to 12/31/2017	1/31/2019			1	NCR
1023050	Asotin County	Accountability	01/01/2016 to 12/31/2017	1/24/2019				
NC	County Road-Not Corrected			TOTALS	3	1	2	
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 January 2019 CRABoard meeting, including attending the National Association of County Engineers Conference in Wichita, Kansas. He announced that Chair Stacy won the 2019 Urban County Engineer of the Year Award at that conference.

Mr. Olsen reported on his attendance at an Emergency Services presentation, where he learned of a mobile application called MSAR that is available for submitting federal disaster reports through the ER fund of FHWA. He will be meeting with the MSAR staff on May 1 to discuss the possibilities of its use by the counties.

Chair Stacy recessed the meeting at 3:46 p.m. The meeting will reconvene April 26, 2019 at 8:30 a.m.

County Road Administration Board
Friday, April 20, 2018

CALL TO ORDER

The meeting was reconvened by Chair Stacy at 8:30 a.m.

WSACE UPDATE

Ms. Wall noted that the WSACE will be increasing their dues for the first time in 11 years. The annual WSACE Conference will be June 18-20 at the Semiahmoo Resort in Whatcom County.

She reported on the status of bills in the legislature, and noted that it appears they will be able to finish their business by the end of the regular session Sunday and not need to go into special session. Both houses have agreed on an operations budget, and have generally agreed on a transportation budget.

STAFF REPORTS

Information Systems

Mr. Hagenlock reported on the status of the GIS-Mo project, noting that it has moved out of the planning stages and into development. Mr. Olsen was successful in getting a \$50,000 increase in the Washington Transportation Safety Commission grant.

Initial development should be completed in September, and then the project will move into training. Staff has engaged DTS for VUEWorks Program training development.

Phase 3, the VUEWorks Configuration Kickoff, will be at the CRAB offices May 7-8. Staff will be making several presentations at conferences in the coming months.

He reported on the WATECH Migration Project, noting that the decision has been made to move to the WaTech Private Cloud. The OCS Security Design Review is underway. WaTech network configuration is 50% complete, and requires approved OCS security design review to finish. The WaTech Private Cloud team is awaiting the Network team. If the process is not completed by the June 30 deadline, staff will request an extension.

The Virtualization of the SQL Server was completed in February.

A SQL Server upgrade will be purchased by June 30 to develop the upgrade/migration timeline for production environment.

Mr. Hagenlock reported that IT staff tasks for the proposed physical office move will include scheduling fiber installation to the new server room, testing and labeling all cabling between the new offices and server room, scheduling IT server equipment relocation and fiber cutover, and installing a VoIP phone system.

A vulnerability scan of the new website showed a decrease of site critical exploits from 65 to eight.

Devin Rue is interning from SPSCC to assist staff in developing a prototype Content Management System.

Mr. Hagenlock noted that Mike Clark coordinated a PowerBI presentation by Tim Dyeson from the HealthCare Authority on January 18 at CRAB. Mr. Clark and Kathy O'Shea attended the Washington State DOT Crash Data Improvement Program on February 5, and Mr. Clark attended a WSDOT Chipseal Roundtable on March 18.

The IT team continues to participate in monthly webinars to familiarize themselves with VUEWorks. Mr. Hagenlock, Mr. Clark, Mr. Oyler, Ms. O'Shea, Mr. Cole and Mr. Campbell attended a four-day Esri Roads & Highways training April 8–11 in the CRAB Training Room.

Mr. Hagenlock reported on ongoing system security updates, noting that staff is developing a Mobile Device Management (MDM) policy and procedures to comply with OCIO Policy 191. Windows critical updates have been performed and automated, and full server anti-virus sweeps are routinely conducted. Staff found and quarantined an email virus as detected by the Office of Cyber Security (OCS).

He reported that in the first quarter of 2019, staff conducted 12 person days of training, involving the staff of five counties. Regularly scheduled Mobility training is no longer be offered, but will be scheduled on an as-needed basis.

Also in the first quarter of 2019, 97 reported issues were resolved across 14 categories.

Mr. Hagenlock introduced Mr. Cole, who gave a brief demonstration of the Mobility replacement system.

Chair Stacy called for a brief recess.

Design Systems

Mr. Ayres noted two recent AutoCAD training sessions held in the CRAB. He reported that he has begun offering an online computer based training video/PDF, "*Civil 3D User Interface*", as a prerequisite to attend the Civil 3D fundamentals class.

He reported on upcoming support for the Counties UAS Program in Okanogan, Benton and Kitsap Counties. Other demonstrations are proposed in Grays Harbor, Jefferson, Cowlitz, Chelan, Skamania, Ferry and Stevens Counties.

He noted that the WSDOT Aviation Division invited CRAB to provide input into a new system that will help safely launch and monitor UAVs on a routine basis. Efforts like this are crucial to the national effort to leverage the available UAV technology in a responsible way. WSDOT is partnering with AiRXOS, a subsidiary of GE Aviation.

CRAB will be involved in the trial of a mobile app they are working on in conjunction with the FAA to expedite the use of drones by first responders. This system can help manage drone use within the state, and provide first responders and authorized users with a way to quickly launch a UAV while keeping the public informed.

CRAB's UAS program received a Request For Opinion on the DOT-FAA Proposed UAV Rules, and submitted staff's opinion regarding the FAA's NPRM, "*Operations Over People*", noting that CRAB is not a proponent.

CRAB has purchased a *DJI Matrice 210* Rotary UAV, which comes with one upward Gimbal and two downward, allowing the attachment of two sensors at a time focusing in one direction.

Engineering and Support Services

Mr. Pohle noted onsite visits to Mason and Cowlitz Counties, and noted 14 contacts with counties, ten with other agencies and nine with the public since the January CRABoard meeting.

He reported that one new audit issue, with compliance components initiating consultative contacts, involving the road fund or road departments, has been reviewed in the last quarter for Jefferson County.

Mr. Pohle noted that Commissioner Training was conducted on April 10 at WSAC, with 11 participants from nine counties. A three-day County Engineers Training will be held at CRAB May 15-17. There are 11 participants registered from seven counties. He has redesigned the training agenda and some content for that class.

He has updated the County Engineer Desk Reference, repairing broken web-links and updating selected link titles, along with updating CRAB website references due to the new website launch last December. He plans to post the update in May.

Mr. Pohle reported on his other activities since the January CRABoard meeting.

Chair Stacy adjourned the CRABoard meeting at 10:22 a.m.

Chair

Attest