

the Courthouse Journal

W A C O U N T I E S . O R G

April 27, 2009

Issue No. 15

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Courthouse Journal*

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*Washington Association of County Officials
Washington State Association of Counties*



and Washington State Association of County Engineers Meeting

Sponsored by Washington Counties Insurance Fund

Save \$50 on your registration fee by signing up for the Early Bird discount...you have until Monday, May 18th! To register, and for a copy of the Joint District Meeting preliminary agenda, log on to <http://wacounties.org/wsac/conference.asp>.

All meetings will take place at our host hotel, the Red Lion Hotel Columbia Center in Kennewick, unless otherwise noted.

Special hotel rates will be offered through Monday, May 18; contact the Red Lion Hotel for room reservations at (509) 783-0611 and be sure to mention the WSAC Joint District Meeting for your discounted rate.

**Job announcements & links to County
Employment pages at:**

<http://wacounties.org/>

the Courthouse Journal

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Washington Association of County Officials

(WACO) wacounties.org/waco

and the **Washington State Association of
Counties**

(WSAC) wacounties.org/wsac

We welcome your suggestions and contributions.
The weekly / bi-weekly deadline is noon
Wednesdays. Direct inquiries and
correspondence to - *The Courthouse Journal*,
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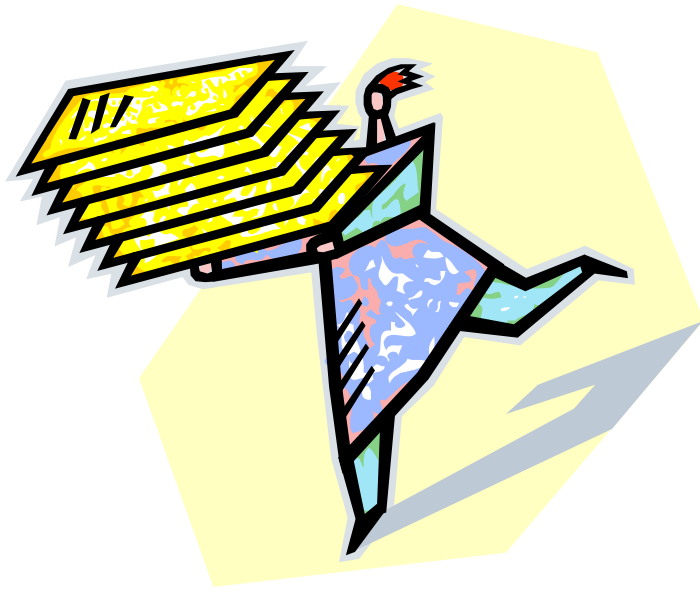
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Integrated Permitting and Mitigation Project
(IPRMT)

Tonia Sugarman, County Training Institute
(CPO) and L&I Retro Project Manager



Bill Count

by James McMahan, WACO Staff

The 2009 Legislature saw the introduction of 2,661 bills during the 105 days the Legislature was in session. Of those, 1,427 were House bills and 1,234 were Senate bills.

House members introduced bills at a rate of 14.5 bills per Representative (there are 98 members in the House of Representatives). Senators introduced bills at a rate of more than 25 bills per Senator (there are only 49 Senators in the Senate).

Of the 2,661 bills introduced this session, 598 (22%) passed the Legislature.

Legislative Committee Schedules and Agendas:

<http://www.leg.wa.gov/wsladm/calendar.cfm>

Bill Information: www.leg.wa.gov

Budget, Finance and Taxes

End of Session Wrap

105 days concluded out of 105 days in the 2009 Legislative Session. We know a few of the bills that have passed that will affect Property Tax. **SHB 1733**, commonly known as the Horse Boarding Bill, has been sent to the Governor for signing. This is the bill that now allows equine uses to be included under the Current Use Statutes in RCW 84.34. The operative section is listed as follows:

(f) Any land that is used primarily for equestrian related activities for which a charge is made, including, but not limited to, stabling, training, riding, clinics, schooling, shows, or grazing for feed and that otherwise meet the requirements of (a), (b), or (c) of this subsection.

The next issue that will need to be resolved is how to value these properties. Coupled with that will be the requirement to show a Schedule F for Farm Income. Many of these property owners will probably already file a Schedule C for Business Income. Most will not have filed a Schedule F. We'll have to wait and see how that issue is resolved.

Also passed and on the way to the Governor is **ESSHB 1208**. This bill is a clean up bill required by prior years' legislation. If you recall, in 2008 a bill was passed that allowed for taxes to be paid prior to February 14. While this seemed fairly innocuous, it did require a multitude of changes to statutes that were not mentioned in the original bill. In a nutshell, the following language is repeated throughout the bill:

When the ((fifteenth day of February of)) county treasurer has completed the property tax roll for the current year's collection and provided the notification required by RCW 84.56.020 in

This now clarifies and replaces the February 14 date. It also abolished the following:

~~((Except in cases wherein the county legislative authority acts upon its own motion,))~~

This now precludes the Board of County Commissioners from instigating a refund of taxes for more than three years back. In some counties where this occurred, it tended to create problems for the Treasurer.

ESSHB 1208 also allows for final approval of Current Use Timber Applications by the following method:

in a meeting where members may be physically absent but participating through telephonic connection; or (b) separate affirmative acts by both the county and city legislative bodies where both bodies affirm the entirety of an application without modification or both bodies affirm an application with identical modifications.

The next bill is **SSB 5368**, Annual Revaluations for property. This bill has also been sent to the Governor for signing. Funding appears to be in place for this in the adopted budget for the Department of Revenue portion of this bill, specifically that portion that relates to DOR doing the appraisals on properties valued at \$25 million or more in real and personal property value. Funding was provided in the Senate version for additional staff for DOR, but not in the House version of the budget. In any event, this bill survived many challenges and survived pretty much intact on final passage.

Passed finally with little fanfare was **SHB 1815**. The operative portion of this bill is as follows:

(ii) Has standing crops with an expectation of harvest within seven years, except as provided in (d)(iii) of this subsection, and a demonstrable investment in the production of those crops equivalent to 11 one hundred dollars or more per acre in the current or previous calendar year.

For the purposes of this subsection (2)(d)(ii), "standing crop" means Christmas trees, vineyards, fruit trees, or other perennial crops that: (A) Are planted using agricultural methods normally used in the commercial production of that particular crop; and (B) typically do not produce harvestable quantities in the initial years after planting; or (iii) Has a standing crop of short rotation hardwoods with an expectation of harvest within fifteen years and a demonstrable investment in the production of those crops equivalent to one hundred dollars or more per acre in the current or previous calendar year;

This bill needed a concurrence vote in the House due to amendments that were requested in the Senate by the Assessors. As far as the Assessment community is concerned, the operative portion is that they must have a "standing crop" on the acres they wish to enroll.

Another issue still not resolved is the School M & O (Excess Levy) Funding. As you may recall, there were two bills floated to allow more flexibility (and you may as well read that as more money) at the local level for school support. **SHB 1776** is listed on the concurrence/dispute calendar list, but the House is demanding that the Senate recede from its amending language.

There was also a Governor request bill that was floated, **HB 2378**, which was introduced but promptly went nowhere. This also addressed School M & O Levies, and would have made it easier for schools to tap into the "roll back" amount that some of the schools were constrained under.

There are issues that were unresolved during this session, especially school funding. It may well result in a Special Session being called to resolve a very limited number of bills.

Courts, Public Safety, Law & Justice

County's criminal justice tax up for renewal

by David Lester & Pat Muir, Yakima Herald-Republic

Law enforcement leaders in Yakima County know a tax measure is a tough sell in this economy, but they remain confident voters this November will renew a countywide sales tax to fight crime.

The three-tenths of a cent increase voters approved in 2004 expires at the end of 2010 unless voters agree to keep it in place for another six years. The tax would, in essence, mean 3 cents on a purchase of \$10. If approved, it would expire in 2016.

The 2004 increase boosted the sales tax in the city of Yakima from 7.9 cents to 8.2 cents on a \$1 purchase and from 7.6 cents to 7.9 cents elsewhere in the county.

Last year it accounted for \$8.3 million countywide in law enforcement and court funding.

"It's incredibly important," Sunnyside Police Chief Ed Radder said.

"It's extremely important," Yakima County Sheriff Ken Irwin said.

If voters do not approve the tax measure, law enforcement could ask again in 2010 before the current measure expires.

"It will be catastrophic" if it is lost, Yakima County Commissioner Mike Leita said.

So they are joining together to launch an election campaign to keep the funding going.

Charlotte Hinderlider of the Sunnyside Police Department, media coordinator for the sales-tax campaign, said criminal justice representatives from several cities and the county will be on hand for the kickoff, an 11 a.m. news conference April 29 at the Yakima Valley SunDome.

"The economy will have an effect on our discussion," Irwin said. "But I'm as certain as I can be that we will pass it. People understand how important it is."

The three-tenths proposal comes at a time when there are economic struggles nationally and plenty of competition for the tax dollar in Yakima County.

Statewide, lawmakers are considering sending a \$1.1 billion sales-tax-increase proposal to voters, to help maintain health-care programs. It would also be a three-tenths of a cent tax (See story on Page 1C).

Closer to home, voters in February defeated an EMS levy in the city of Yakima. Had it passed, it would have allowed the city to collect 25 cents on every \$1,000 of assessed property value in the city.

School districts are also asking for money. Voters passed an \$11.4 million bond in Sunnyside in March, while a \$28 million bond proposal failed in West Valley.

There's also a looming vote in the Yakima School District, where voters will be asked in May to fund a \$114 million bond issue.

Craig Warner, the county's budget director, said Yakima County received almost \$5 million in 2008 via the three-tenths sales tax.

The state law that authorized counties to seek the higher sales tax allocates 60 percent of the proceeds to county government and 40 percent to cities, based on their population.

With that money, the county is filling 73 positions in criminal justice agencies this year, he said. The figures include 17 in the Sheriff's Office, 16.75 positions in the prosecutor's office, 12 in Juvenile Court, 10 in District Court, seven positions in Assigned Counsel, nearly six positions in Superior Court, 3.5 positions in the clerk's office and one position in the Department of Security.

If the tax isn't renewed, all of those positions will go unfilled, Leita said. "The general fund cannot, in these stressed economic times, absorb any of those positions," he said.

In Sunnyside, the money funds four police officers as well as equipment and court personnel, Radder said. He, too, predicts it will be a tougher sale this time because of the economy. But he expects voters to recognize its importance.

"The positive thing we have going for us is it's already been in place," he said. "We're not asking for an increase."

Court Surcharges

HB 2362, court surcharges, passed the Legislature despite opposition from WACO, and will now impose a \$30 surcharge on Superior Court filings, \$20 on those in district court, and \$10 on small claims actions for the next two years. All the revenue is collected locally and is to be sent to the State Judicial Stabilization Account for the support of the Administrator for the Courts, Office of Public Defense and indigent civil legal representation.

WACO opposed **HB 2362** because of the potential harm to the county current expense fund when filing fees become excessive and are waived altogether. A dissolution fee will increase to \$280.00.

HB 2362 came up a vote in the Senate shortly after midnight on Saturday. By then, six senators had been excused and there were 14 amendments being offered in addition to the committee amendment. The committee amendment sunsets the surcharges and subjects the account to appropriation by the Legislature. The body voted individually on 14 motions to “put the amendments on the table.” All motions carried. Most of the amendments would have lowered the surcharge for unlawful detainer actions.

The landlords really put up a valiant fight to have the surcharge on the unlawful detainer issue but lost in the end. An amendment by Senator Chris Marr would have put a \$7 increase on detainers and another one would have made civil legal aid a priority, making AOC subject to all the budget cuts. Since they were “put on the table” the body never addressed them. Others wanted to remove the emergency clause. It is not often that bills will draw so many proposed changes.

HB 2362 will be effective July 1, 2009 and will sunset July 1, 2011. **HB 2362** passed the Senate with a vote of 25 to 18 with 6 excused. This is a budget bill designed to backfill state general fund monies that would have been required to support these programs.

Court Fees

SB 5013, the county clerks’ fee bill, squeaked past the Legislature in the last few hours of session, when it passed the Senate on final passage at 9:00 Sunday. The bill bounced around all weekend from one body to another as amendments were refused and others found concurrence. By Sunday everyone was confused enough that the bill languished in a workroom until it was put into the system again and on the Senate Concurrence Calendar. At that point, the time on the clock was running out and hope was all there was.

SB 5013, as passed the legislature, is a far cry from its original--and even what it was last week. Both houses had a hand in amending it several times, and **SB 5013** met opposition from the unlikeliest interests: the Board for Judicial Administration and the State Bar Association. As **SB 5013** passed the Legislature in its final form, creditors’ claims have been removed, LFO fees authorized in RCW 9.94A are now reiterated in the fee schedule, clerks do not have the option of waiving copying fees for the media, record searches are up to thirty dollars per hour, processing ex-parte orders are thirty dollars, and finally, issuance of letters is increased to five dollars. Lastly, the statute reflects that “documents” are filed instead of “paper.” The bill has an effective date of July 26, 2009, ninety days after the end of the legislative session.

District Court Fees

SB 5277, district court fees, has been delivered to the Governor and, when effective, allows imposition of many fees that county clerks collect now. The fees are imposed at the “option of the court” and in summary are the following:

- preparing a certified copy of an instrument on file or of record in the clerk's office: \$5 for the first page or a portion of the first page and \$1 for each additional page;
- authenticating or exemplifying an instrument: \$2 for each additional seal affixed; preparing a copy of an instrument on file or of record without a seal: 50 cents per page;
- copying a document without a seal or that is in an electronic format: 25 cents per page; copies made on a CD: \$20 per CD;
- receiving faxed documents authorized by court rules: up to \$3 for the first page and \$1 for each additional page; and services such as processing ex parte orders, performing historical searches, compiling statistical reports, and conducting exceptional record searches: up to \$20 per hour or portion of an hour.

Elections, Licensing & Recordings

Homelessness Surcharge

HB 2331, an additional \$20 on the \$10 surcharge for homelessness, passed the Legislature this weekend and has already been delivered to the Governor for her signature. The \$30 surcharge will be collected during the 2009/2011 and 2011/2013 biennia. Senator Karen Fraser suggested that another source of funding needs to be found since the number of recordings goes up and down and is not a stable source of revenue. Effective July 26, 2009, it will cost \$62 to record a one-page document with the county auditor.

Local Government Archives Account

WACO's **HB 1374**, the local government archives account, died an inglorious death in the Senate Ways and Means Committee when it failed to get a hearing. The bill would have repealed the authority given the Heritage Center Account in last year's session to tap the Archives Account for revenues and stopped the transfer of \$4 million. Tapping the Archives Account puts the Digital Archives and local records grants program in jeopardy.

The only good news is that the Capital Budget which passed Legislature, **HB 1216**, has removed language giving the Heritage Center Account any future authority to utilize Local Government Archives monies.

As soon as locals objected to future spending authority to be given the Heritage Center in the Senate proposed budget (**SB 5244**), the transfer of the \$4 million was moved up from June 30 and occurred in a matter of hours. The only maneuver left to ensure the security of the local programs was to make sure there was no authority given to the Heritage Center to tap the Archives Account for the coming biennium and stop the transfers.

Locals had argued that a surcharge on auditors' recordings was already expected to account for 62% of the revenues for the Heritage Center. In the first 18 months (January 2008 to June 30, 2009) that surcharge will raise \$5 million. Meanwhile, the Heritage Center project has been mothballed but will have revenues of at least \$14 million from 2008 to June 2011 and the archives is laying off over 20 people. The local government grants program will have \$200,000 to award in the coming two years, down from \$2.5 million in the last.

Environment, Land Use & Resources



Check Your Contract before Closing Grant-Funded Parks and Wildlife Conservation Areas

As park budgets decline, many cities and counties are looking to close or mothball parks and wildlife conservation areas. The Recreation and Conservation Office reminds park officials to check their contracts to understand the legal obligations tied to grant funding.

The Recreation and Conservation Funding Board (previously known as the Interagency Committee for Outdoor Recreation or IAC) has awarded almost 4,500 grants statewide in its 45-year history. Grants used to purchase or develop local parks, trails, or other areas used for public recreation come with long-term commitments.

“We recognize that you are working hard to balance budgets and reduce costs,” said Kaleen Cottingham, director of the Recreation and Conservation Office, which staffs the board. “Among the difficult choices, you might be considering selling, transferring, or closing parks and habitat lands to help reduce the budget gap. The Recreation and Conservation Office is charged with protecting the public’s investment in grant-funded sites. So, we’d like to work with you as you consider options to meet your budget needs.”

Cottingham advises those considering changing or closing grant-funded parks or conservation areas, or considering taking over such areas from someone else, to contact the Recreation and Conservation Office and talk with a grant manager who can explain the local obligations.

RCO GRANT PROGRAMS

Aquatic Lands Enhancement Account (ALEA)
Boating Facilities Program (BFP)
Boating Infrastructure Grant Program (BIG)
Firearms and Archery Range Recreation Program (FARR)
Land and Water Conservation Fund (LWCF)
Nonhighway and Off-Road Vehicle Activities Program (NOVA)
Recreational Trails Program (RTP or formerly NRTP)
Washington Wildlife and Recreation Program (WWRP)
Youth Athletic Facilities (YAF)

CONTACT THE RECREATION AND CONSERVATION OFFICE

(360) 902-3000
(TDD 360-902-1996)
E-mail: Info@rco.wa.gov

EPA Offers "SUSTAIN" Workshop

The U.S. Environmental Protection Agency's (EPA) Office of Research and Development and Region 10 are pleased to offer a one-day workshop on the System for Urban Stormwater Treatment and Analysis Integration (SUSTAIN.)

SUSTAIN is a decision support system for placement of storm water best Management Practices (BMPs) at strategic locations in urban watersheds based on cost and effectiveness.

An ArcGIS-based evaluation and decision-support framework, SUSTAIN is designed for analysis and determination of Total Maximum Daily Loads (TMDLs), urban watershed planning, and source water protection programs. SUSTAIN is scheduled to be released to targeted beta testers in March 2009, and a full release is planned in the fall.

This workshop is free, and will be held on May 7, 2009, at Plymouth Congregational Church, located across the street from the EPA Region 10 office in Seattle, WA. Registration, agenda, and other information is available at <http://www.epa.gov/region10/stormwater.htm>

Misha Vakoc, Stormwater Permit Coordinator
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General Government Issues

Results on WACO Legislative Package

by James McMahan, WACO Staff

Each year, the WACO membership produces a 'WACO Legislative Package' comprised of the highest priority legislation among each of the seven WACO affiliates. WACO staff prioritizes their time and attention during the legislative session advocating the positions in the WACO Legislative Package to the Legislature.

The WACO Legislative Package stands as follows:

- **Implement annual revaluation of real property in all counties of Washington by 2014.** HB 1056 died in the House Finance Committee. SB 5099 is now SB 5368. SB 5368 has passed and is awaiting the Governor's signature.
- **Improve ballot title information.** HB 1057 died in the House State Government Committee and SB 5098 died in the Senate Government Operations Committee.
- **Reduce the number of spring special elections from four to two.** SB 5016 died on the Senate floor. HB 1018 has passed and is awaiting the Governor's signature.
- **Remove language requiring Auditors to send a ballot request form or official ballot to inactive voters prior to each election.** HB 1019 died in the House Rules Committee. SB 5017 has passed and has been signed by the Governor. SB 5017 will take effect on July 26, 2009.
- **Apply the restriction against unfunded mandates to local governments to non-constitutionally mandated court rules.** SB 5240 died in the Senate Judiciary Committee.
- **Expand the court authority to enjoin harassing public records requests.** HB 1316 died in the House State Government Committee.
- **Urge members of the Washington State Congressional Delegation and the United States Congress to pass HR 5698, the Restoring the Partnership for County Health Care Costs Act of 2008.** HJR 4000 has passed the Legislature and is being transmitted to the President and members of the Washington State Congressional delegation.

- **Safeguard the Local Government Archives Records Account and repeal the authority granted in the State Capital Budget to transfer funds from the Account for support of the Washington State Heritage Center.** HB 1374 died in the Senate Ways & Means Committee. Efforts to incorporate the provisions of HB 1374 into the Capital Budget were partially successful. The \$4 million transfer took place as feared, but authority to continue to transfer funds from the Local Government Archives Account to the Heritage Center Account was not renewed for the 2009-11 biennium.
- **Support the recommendations of the Washington Association of Sheriffs and Police Chiefs (WASPC) to develop possible legislation and policies that will most effectively increase the amount of funding provided to law enforcement for boating safety activities, emphasize the activities related to law enforcement; and increase the overall efficiency of the Boating Safety Program (BSP).** HB 1418 is now HB 2237. HB 2237 died in the House General Government Appropriations Committee. SB 5691 died in the House General Government Appropriations Committee. The operating budget included a provision directing the Joint Legislative Audit Review Committee (JLARC) to study of the state’s recreational boating programs and is expected to produce recommendations for increased funding for law enforcement boating safety activities and increase the overall efficiency of the Boating Safety Program.
- **Amend several statutes that were not revised with the passage of SB 5732, Chapter 105, 2007 Laws, which allows county treasurers to receipt property taxes paid before February 15, updates an archaic statute for the use of a “stamp” and amends statutes allowing for refunds of taxes.** HB 1208 has passed the Legislature and is awaiting the Governor’s signature. HB 1208 was amended to also include the provisions of HB 2231, allowing property tax refund levies to recover taxes that are abated on destroyed property.
- **Amend miscellaneous county clerk fees in order to make them consistent with the fee schedule passed by the Legislature in 2005,; amend the language in the statute from “paper” to “document” to reflect court business which is transacted electronically, and clarify statutory authority.** SB 5013 has passed the Legislature and is awaiting the Governor’s signature.
- **Limit the responsibility of county clerks in certain actions and appropriately place it with the parties to the action by amending certain statutes: 1) direct the petitioner in an action to dissolve a public utility district to give notice of hearings; and 2) require the state, rather than the clerk, to publish notice of dependencies.** HB 1003 died in the House Judiciary Committee.

For those who might be interested in knowing when bills will be up for executive action, the Governor’s Office maintains a list of bills and interested parties. Simply call the Governor’s Office at (360) 902-4111, tell them the bill number that you’re interested in and ask to be notified of the Governor’s action on bills. You can be notified on any bill that you are interested in.

You can also keep an eye on this website - <http://www.governor.wa.gov/billaction/2009/default.asp> - where they post the Governor’s bill action as it is decided.

Public Health & Human Services

Swine Flu

See attached flyer from the Washington State Department of Health. Additional information is available from WSALPHO—see link below:

“PH Emergency” links on the WSALPHO webpage: www.wsalpho.org

Training & Upcoming Events

Washington Counties – [wacounties.org/Calendar of Events](http://wacounties.org/Calendar%20of%20Events)

County Training Institute – www.countytraininginstitute.org

7 Habits of Highly Effective People

The [County Training Institute](http://www.countytraininginstitute.org) (CTI) is undergoing program changes and will be offering limited open enrollment training through June 30, 2009.

CTI is pleased to offer a one-time opportunity for you to attend the *7 Habits of Highly Effective People* at *no charge*.

May 11- Chehalis
May 13 – Olympia
June 15 - Olympia

Please see the attached handout for course details.

No travel budget? We will come to you!

We understand that travel budgets are tight. If you are interested in bringing training to your county and/or need a course to complete your Certified Public Official designation, funding may be available to assist you.

If you have questions or would like additional information, please feel free to contact me at (360) 586-4219 ext 128 or tsugarman@wacounties.org.

Courthouse Ramblings

Former Garfield County Assessor passes away

Irene Geiger, Garfield County Assessor from 1987 to 2002 passed away Sunday, April 19. Irene had battled cancer since the first of the year, but it was to no avail. Irene will be remembered as being one of the first assessors of small counties to incorporate Annual Revaluation into her office. Our thoughts and prayers go out to her family.

Remembrances may be sent to the family at PO Box 831, Pomeroy, WA 99347. The local flower shop is The Victorian Rose & Collectibles, 509-843-1989.

Good Things

Ron Sims Sails through Senate Committee Nomination Hearing

Ron Sims, King County Executive and nominee as U.S. Department of Housing and Urban Development Deputy Secretary, had an easy time at the Senate Banking, Housing and Urban Affairs Committee nomination hearing. Sims and four other HUD nominees for various posts received unanimous support from Chairman Chris Dodd and Ranking Member Richard Shelby. Washington State Senators Patty Murray and Maria Cantwell both attended the hearing to introduce Ron Sims to the Committee. Senator Murray discussed Mr. Sims exemplary qualifications, noting his support for community development initiatives and increasing affordable housing units in King County. Mr. Sims was supported by family members and NACo staff.

Attachments

Welcome to the U.S. Communities Purchasing & Finance Agency

(U.S. Communities) website <http://www.uscommunities.org/>

The Association of School Business Officials International (ASBO), the National Association of Counties (NACo), the National Institute of Governmental Purchasing (NIGP), the National League of Cities (NLC), and the United States Conference of Mayors (USCM), jointly sponsor the

U.S. Communities Government Purchasing Alliance (U.S. Communities)

Designed in cooperation with an Advisory Board of local government purchasing officials, U.S. Communities pools the purchasing power of public agencies, achieves bulk volume discounts on behalf of public agencies, competitively solicits quality products through a lead public agency and provides a purchasing forum for public agencies nationwide.

You can obtain information on how to contact all U.S. Communities suppliers by telephoning (866) 472-7467 or by sending an email to info@uscommunities.org

U.S. Communities | 2175 North California Blvd., Suite 550, Walnut Creek, CA 94596

(866) 472-7467 | info@uscommunities.org

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"Results from our internal customer satisfaction survey show that our customers want two things from Purchasing. First save us time in the procurement process and second save us money. When Kansas City, Missouri uses a U.S. Communities contract we save both time and money for our customers."

Ray Burnett,
Commissioner of Purchases and Supplies
Kansas City, MO.



The 7 Habits of Highly Effective People

Four Elective CPO Credits

Gain control with the 7 Habits

The 7 Habits Fundamentals Workshop is a one-day course specifically designed for those who want a fast-paced synopsis of the timeless principles of effectiveness. Those who attend will learn the basic personal and interpersonal skills from the world-renowned 7 Habits and how to apply them to daily challenges. The workshop helps you gain more control of your life, get more organized, and build meaningful relationships.

Morning: Improving Yourself

Habit 1: Be Proactive

Consciously choose the most effective action in any given situation, thereby increasing your credibility and your influence. Develop behavior that not only improves your own effectiveness, but also strengthens the people you interact with.

Habit 2: Begin with the End in Mind

Develop a clear definition of what is and is not important to you. Create the most important roadmap you'll ever have—your Personal Mission Statement.

Habit 3: Put First Things First

Gain a reputation for excellent follow-through and superior organizational skills by greatly increasing your ability to focus on your top priorities. Learn to use a proven planning system that will help you achieve greater balance and success.

Afternoon: Building Relationships

Habit 4: Think Win-Win

Easily share recognition and success without fear of diminished personal importance. Create effective, long-term professional and personal relationships built on mutual respect and mutual benefit.

Habit 5: Seek First to Understand, Then to Be Understood

Develop the skills of effective communication that lead to greater influence and faster problem solving. Learn to listen for clarity while eliminating prejudices and the desire to prescribe.

Habit 6: Synergize

Value and celebrate differences and understand how they contribute to innovative and better solutions. Maximize opinions, perspectives, and backgrounds instead of feeling threatened by them.

Habit 7: Sharpen the Saw

Maintain and increase your newfound effectiveness by continually renewing yourself mentally and physically.

One-day Workshop Includes:

- Comprehensive Participant Guide
- Pre- and Post-workshop Assessment
- The 7 Habits Resource Audio CD and DVD

Your Facilitator:

Tonia Sugarman, founder and president of Northwest Consulting, specializes in improving productivity and workplace relationships and is known for her effective, sincere and dynamic approach. Her background includes over 18 years in Washington State and County Government as a human resource and organizational development manager, management consultant, facilitator, and master trainer. Her educational background includes a Bachelors Degree in Workforce Education and Training Development from Southern Illinois University and a Masters Degree in Human Resource Management from Chapman University. Tonia is the proud mother of two young boys and lives in Tumwater, Washington.

Logistics:

One-day training from 8:30am to 5:00pm

May 11 – Chehalis

Public Services Building
2025 NE Kresky Avenue, Chehalis, WA

May 13– Olympia

Washington Counties Building
206 Tenth AVE SE, Olympia WA

June 15 - Olympia

Washington Counties Building
206 Tenth AVE SE, Olympia WA

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Swine flu facts

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The Washington state Department of Health is in close contact with the Centers for Disease Control and Prevention (CDC) regarding swine influenza in parts of the United States, Canada and Mexico. The department is working closely with local health agencies around the state to monitor cases of pneumonia and influenza to see if they're due to this new infection. Health care providers and laboratories in Washington have been asked to watch for influenza, especially in people who traveled to Mexico or other affected areas.

What is swine flu?

- Influenza A viruses causes illness in humans and many animals.
- Some influenza A viruses are adapted to pigs and cause respiratory illness in them, and so have been called "swine flu."
- Viruses that cause swine flu do not normally infect humans, although rare human infections with swine flu have occurred.
- The swine influenza virus that is being investigated now is different than the virus that causes illness in pigs and is not being transmitted from pigs to humans. This new swine flu influenza virus appears to be more able to be transmitted person-to-person.
- Human symptoms for this new type of swine flu are similar to the symptoms of regular human influenza that happens every year. Those include fever, cough and sore throat. In addition, fatigue, lack of appetite, runny nose, nausea, vomiting and diarrhea have been reported.
- The Centers for Disease Control and Prevention has determined that the swine flu virus causing mild illness in some states is the same strain as the virus causing an outbreak of respiratory illness among humans in some areas of Mexico.

Are there cases of this new swine influenza in Washington state?

- There are no known cases of swine influenza in people in Washington so far.
- Local health departments, health care providers and labs have been asked to be on the look out for influenza A cases, especially in people who recently traveled to Mexico or states with cases of human swine flu.
- The Department of Health has not seen an increase in the number of flu cases in Washington.

Can people catch this new swine flu from eating pork?

- No. This new swine influenza virus is not transmitted by food. It is transmitted from person-to-person like human influenza viruses.
- You can not get swine influenza from eating pork or pork products. Eating properly handled and cooked pork and a pork product is safe.

Current status of outbreak

- As of April 26, 2009, swine flu infections have been confirmed in people living in five states: California; Texas; Kansas; New York City and Ohio. No deaths due to this virus have been found in the United States. (See CDC website for current information - www.cdc.gov/swineflu/investigation.htm.) Cases have also been confirmed in Canada.

- Swine flu infections have been documented in Mexico, but it is not yet known if all of the fatal or hospitalized respiratory illness cases are actually due to this swine flu. This is being investigated.

What can people do to avoid getting sick?

- There are no known cases in Washington state but precautions to avoid transmitting respiratory illnesses should be taken.
- This new swine flu virus is spread person-to-person. Infection occurs when the virus gets into the airways and lungs. However, it isn't known how easily the virus spreads. As with any infectious disease that is spread through the human respiratory system, health officials recommended the following precautions:
 - Cover your nose and mouth with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it;
 - Wash your hands often with soap and water frequently, especially after you cough or sneeze. Alcohol-based hands cleaners are also effective;
 - Try to avoid close contact with sick people;
 - If you get sick, stay home and limit contact with others to keep from infecting them;
 - Avoid touching your eyes, nose or mouth.
- These are the same precautions that should be taken to stop transmitting all influenza viruses and other viruses that are transmitted from the respiratory tract.

How do people get it?

- Although this new virus has been called "swine flu virus," it is not transmitted from pigs to humans. It is transmitted person-to-person.
- Flu and other respiratory infections are transmitted when people cough and sneeze, spreading germs through the air, or on to surfaces that others can come in contact with.

Will government be issuing a travel advisory?

- The Centers for Disease Control and Prevention has issued a travelers' health notice for Mexico and states where there have been swine influenza cases. This is to inform travelers that an outbreak of respiratory illness is occurring and that precautions should be taken. Health officials are not recommending people avoid travel at this time.
- Travelers should follow the same precautionary measures that are recommended to protect against seasonal influenza – frequent hand washing, covering coughs and sneezes, and staying home when ill. For more information about the CDC health notice and travel precautions go to <http://www.cdc.gov/swineflu/investigation.htm#travel>

What do I do if I've been to Mexico or the U.S. and I have symptoms of a respiratory illness?

- If you have recently been to Mexico or affected areas in the U.S. and have symptoms of influenza such as fever, cough, and sore throat, you should contact your health care provider to discuss your symptoms. Make sure to tell your health care professional about your travel history.

Are there medicines to treat swine flu?

- Yes, there are effective medicines to treat all human influenza viruses and this new swine influenza virus.
- Whether a person with influenza needs to take one of these medicines is a decision that must be made by the patient and their health care provider.
- These medicines are generally used to prevent serious flu complications such as pneumonia and work best if started soon after getting sick (within 2 days of symptoms).
- In addition, in special situations, these medicines may be used to prevent a person from getting ill or infected from this new swine flu.
- A vaccine to prevent people from getting this new type of flu has not yet been developed.

Where I can find more information?

- People can call the Centers for Disease Control hotline at 1-800-CDC-INFO (232-4636).
- The travel health notice for Mexico and areas of the United states issued by the CDC can be found at <http://www.cdc.gov/swineflu/investigation.htm#travel>
- Additional information can be found at:
 - U.S. Centers for Disease Control and Prevention at www.cdc.gov/swineflu/investigation.htm;
 - World Health Organization www.who.int/csr/disease/swineflu/en/index.html.
 - Washington state Department of Health www.doh.wa.gov

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