

Report on issues discussed at the weekly Management Update meeting on May 18, 2009

Commissioners present: Commissioner Milne, Commissioner Carlson and Commissioner Brentano

INFORMATIONAL

Administrative Policies and Procedures Discussion

Mina Hanssen, risk manager, reviewed three county policies with recommendations for rescission or revision. Mina recommended rescission of Insurance Funds Used for Department Loans Policy #204 and Confidentiality of Medical Claims Information Policy #503. Mina said Policy #204 was last revised in 1996. She said the current insurance program rules, adopted in 2008, now cover this issue. Mina said Policy #503 dates back to 1990. She said that since that time federal Health Insurance Portability and Accountability Act (HIPPA) laws were passed and address this issue. Mina recommended revisions to Workplace Violence Policy #603. She said there are no substantive changes. She said the policy has been placed in the new format, new definitions have been added and the procedures have been cleaned up. There was discussion regarding the definitions for intimidation and coercion. Commissioner Carlson thought the definitions were very broad and that intent would need to be clarified. She explained that a broad definition could open the door for claims when there is workplace stress due to changing expectations. In response to a question by Commissioner Milne, Gloria Roy said the definitions came from criminal law statutes. John Lattimer, chief administrative officer, suggested finding definitions in case law. Commissioner Milne pointed out that the policy just provides the opportunity to look into situations as they come up. It does not rule out that some claims may be found groundless. Commissioner Carlson said she thought more time should be taken in developing the definitions. She said it can be expensive to investigate claims. The board will formally consider rescission of policies #204 and #503 at the Wednesday, May 20, board session. There will be follow-up discussions regarding revisions to policy #603 at a later date.

Alarm Ordinance Update

Bruce Armstrong, legal counsel, discussed proposed changes to the alarm ordinance. Bruce summarized the changes requested at a previous work session. There was discussion regarding what would constitute an address or location. Commissioner Brentano provided an example of farms that may have several buildings, some with different addresses. Commissioner Milne concurred with this concern. Commissioner Carlson suggested adding wording that would provide the Sheriff's Office some flexibility and discretion in determining what would constitute a location. Bruce also discussed revisions that address alarmed properties that do not have a current alarm permit. The proposed revision imposes an excessive alarm fine for the first instance of a false alarm for those properties with no permit. Commissioner Brentano said that some people may be unaware of the alarm permit requirement. He thought the first instance should be a warning. He suggested a period of advertisement and notification of

the new requirements. Commissioner Milne said the issues of excessive alarms and failure to obtain a permit should be separate. Bruce said he thought the issue of failure to obtain a permit was addressed in other provisions in the ordinance. Commissioner Carlson asked that potential penalties remain consistent throughout the ordinance. The commissioners also thought the 14-day notice response timeline was too short. They requested language that would provide flexibility for extenuating circumstances. Bruce will follow-up with the Sheriff's Office regarding the requested revisions. The ordinance is scheduled for a first reading at the Wednesday, May 27, board session.

Economic Development Advisory Board (EDAB) Grant Recommendations

Dan Estes, senior policy advisor, discussed three grants recently considered by EDAB. Dan said they are recommending approval for two. Dan said EDAB is recommending a grant in the amount of \$152,500, for AM Equipment in Jefferson. They manufacture windshield wiper components for buses, trains and trucks and are looking to expand their market share. The second grant recommendation is for \$21,535, to the Greater Jefferson Community Center to install a new roof. Dan said this is the first grant application under the newly added category for Rural Community Assistance. Dan gave overview of the donated time, materials and labor from the community for this project. The final grant request was from Oktoberfest for two entrance signs to Mt. Angel. Since the proposal did not fit EDAB criteria they are not recommending funding. Commissioner Milne said Oktoberfest has been provided with other ideas for funding sources that more closely fit this project. Dan will schedule the two grant recommendations for consideration at a future board session.

COMMISSIONERS' UPDATE

Commissioner Milne said she and Commissioner Carlson had recently participated in the Keizer Iris Parade.

Commissioner Carlson said the Statesman Journal will be helping to promote the Oregon 150 relay. She said the first leg of the relay is only about one month away.

WORK SESSIONS AND OTHER MEETINGS

- 5/19 Work Session – District Attorney Investigators, 9:00-10:30
Marion County Budget Committee, 2:00-5:30
- 5/20 Board Session, 9:00-1:00
Marion County Budget Committee, 1:30-4:00
- 5/25 Holiday – Memorial Day
- 5/26 Community Corrections Board, 8:30-10:00
- 5/27 Board Session, 9:00-1:00
- 5/29 Rep. Kevin Cameron, 7:00-7:45

Chief Administrative Officer John Lattimer authorizes this all-county e-mail.