

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, July 15, 2009  
Marion County Courthouse Square

9:00 a.m. Board Session  
Senator Hearing Room

**PRESENT:** Commissioner Patti Milne, Commissioner Janet Carlson and Commissioner Sam Brentano. Also present were John Lattimer as chief administrative officer, Jo Stonecipher as legal counsel and Kim Hulett as recorder.

**PUBLIC COMMENT**

None.

**CONSENT**

PUBLIC WORKS – PLANNING

Receive hearings officer's decision denying Administrative Review case AR08-043, Chapman, Clerk's File #5619.

**MOTION:** Commissioner Brentano moved approval of the consent calendar. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

**ACTION**

COUNTY CLERK

1. Consider approval of a three-year fee-for-service contract with ACS Enterprise Solutions to provide recording and indexing services. – Bill Burgess, Peggy Mitchell

Peggy Mitchell, contracts and compliance analyst, introduced Kerrie Nevers, who was representing the Clerk's Office. Ms. Mitchell said that there has been discussion on this particular contract in the past. On June 24, 2009, the board approved order #09-65, which granted a special procurement to allow the renegotiation of the existing Clerk's contract for a land records management system for an additional three-year period. At the time the special procurement was requested, contract negotiations were ongoing with the current provider. Ms. Mitchell said that over the last three weeks they had successfully negotiated a good contract that will allow the Clerk's Office to move forward.

Ms. Nevers said the three-year contract allows for an overall reduction in costs to the Clerk's Office for recording services. The upgrade in software will allow for greater efficiencies within the office and to their customers. It will allow all stations within the Clerk's Office to function as recording stations. Ms. Nevers said that domestic partnership and marriage applications

would now be digitalized and moved away from a paper solution. She added that an enterprise solution was created that will allow a partnership with the county's IT staff, the contract holder, ACS, and the Clerk's Office.

**MOTION:** Commissioner Carlson moved approval of the three-year fee for service contract with ACS Enterprise Solutions to provide recording and indexing services. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

#### SHERIFF

2. Consider approval of a proclamation designating July 19, 2009, through July 25, 2009, as National Parole and Probation Officer week. – Commander Jeff Wood

Chuck Sybrandt, deputy director of the Marion County Juvenile Department, and Sheila Lorraine, lieutenant with the Marion County Sheriff's Office, came forward to present this proclamation. Mr. Sybrandt said parole and probation officers work long days and under difficult circumstances as a response to people who made some very poor choices. He said that we all wish criminal behavior didn't take place in our communities, but it is the duty of the parole and probation officers to provide the supervision necessary to maintain as safe a community as possible. Parole and probation officers play a significant role in holding clients accountable, and in the rehabilitation of those youth and adults that seek a life style of crime. Marion County Juvenile Department has 24 probation officers that work with medium and high-risk youth, while also coordinating with multiple communities, police agencies, schools, and other education and social service agencies. They not only enhance community safety, but they are a vital extension of the court supervision. Community supervision of the youth involves not only ongoing contact with the youth, but their families and others in the youth's life. Probation officers are actively involved with the youths school or employment and are often doing unannounced home visits to insure the youth is taking the accountability piece of probation seriously and abiding by the court's order. The department, probation officers and the court all place a high value on victim reconciliation through restitution, a youth taking responsibility for his or her actions and mediation between the victim and the youth. Each step is a critical piece of restoring a victim's well being and provides an opportunity for the youth to arrest their mistakes, see the impact it has had on their victim's life and hopefully learn from it and live a more productive life. Juvenile probation officers are dedicated and unique employees that come to work in what is by nature, a negative environment. Mr. Sybrandt said that he and the director of the Juvenile Department, Faye Fagel, are constantly amazed at how well the probation officers do and how they remain upbeat and strive to provide a positive impact on the lives their charged with. To remain committed in a constantly challenging field, while providing opportunities to youth for positive change, can be a daunting task at times. Mr. Sybrandt said that all the probation officers seem to handle it with the high standard of professionalism. He said that Marion County is very fortunate to have the quality and skills that each of the probation officers brings to our communities and families through their positions.

Sheila Lorraine said that the Sheriff's Office supervises adult offenders in the community and often times the parole and probation deputies are behind the scenes and not out in the forefront. They do very important work and the Sheriff's Office appreciates the work they do. They are the change agents and the people that encourage violators to change and become productive members of the community. Commissioner Milne added that there is a recognition event for the parole and probation officers on Thursday, July 23, from 11:30 a.m. to 1:00 p.m.

Commissioner Carlson asked them to talk about the caseloads that parole and probation officers carry. Ms. Lorraine said that the average caseload size is 85-90. She said it depends if the person is in a higher risk group they try to reduce the size of the caseload. Mr. Sybrandt said that in the Juvenile Department the average caseload size is 25-30.

Commissioner Carlson asked about the phrase in the proclamation that parole and probation officers embrace evidenced based practices and are promoters of change. She asked them to describe how this is affecting their parole and probation officers and how they are managing the practices.

Mr. Sybrandt said the goal is to address the risk and lower the risk, as well as increasing the protective factors in each youth's life. He said they try to use researched based practices in retention with the guaranteed attendance program (GAP), which is the shelter program, as well as in the alternative programs. The goal is that interacting with youth using whatever skills they can provide them with and train them will reduce that risk. He said that they can't change the family the youth comes from, but the process is change and it takes time. Throughout the Juvenile Department they have introduced researched based practices and are in the process of implementation in detention. The guaranteed attendance program has been using these practices for a number of years. Mr. Sybrandt said these practices take time and training, and the commitment from the management side to insure it becomes part of the department's culture. They just finished introducing these practices to the probation officers.

Ms. Lorraine said that in the adult system it was a major shift in the way that the parole and probation deputies had done business previously. She said the deputies relied on intuition previously, but now have embraced evidenced based practices and are applying them to their cases. She said there was some resistance from some of the seasoned parole officers, but they see the benefit of that change. The offenders are making the changes because they see the importance of what their greatest needs are. An example would be if an offender doesn't have housing how are they expected to get to a treatment program when they are worried about where they are going to sleep every night. She said that the main focus is going to be what is most important to the offender and what their greatest needs are. Ms. Lorraine said that has been the biggest shift, not just complying with the conditions ordered by the court, but if they need a place to sleep first, that would be the focus.

Commissioner Brentano commented that he hoped in the future we could get the caseloads down for the parole and probation officers and the community's sake.

**MOTION:** Commissioner Brentano moved approval of a proclamation designating July 19, 2009, through July 25, 2009, as National Parole and Probation Officer week.  
Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

The commissioners then read the proclamation.

**PUBLIC HEARING**  
**9:30 a.m.**

None.

Commissioner Milne adjourned the meeting at 9:35 a.m.

**Attachments:** None.

ABOVE MINUTES APPROVED

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
COMMISSIONER

\_\_\_\_\_  
COMMISSIONER

\*\*\*\*\*

If you require interpreter assistance, an assistive listening device, large print material or other accommodations, call 503-588-5212 at least 48 hours in advance of the meeting. TTY 503-588-5168.

Si necesita servicios de interprete, equipo auditivo, material copiado en letra grande, o culaquier otra acomodacion, por favor llame al 503-588-5212 por lo menos 48 horas con anticipacion a la reunion. TTY 503-588-5168 Marion County is on the Internet at: [www.co.marion.or.us](http://www.co.marion.or.us)