

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Emergency Meeting pursuant to ORS 192.640(3)

Saturday, March 21, 2020

5:00 p.m.

Senator Hearing Room  
555 Court Street NE  
Salem, OR 97301

The Marion County Board of Commissioners called an emergency meeting on March 21, 2020, in response to the COVID-19 outbreak, to consider an emergency order closing certain county offices to the public and directing non-essential county employees to stay home from work. Public notice of the meeting was emailed to the media on March 21, 2020, at 4:52 PM.

PRESENT: Commissioner Colm Willis, Commissioner Sam Brentano, and Commissioner Kevin Cameron. Also present were Jan Fritz, chief administrative officer, Jane Vetto as county counsel, and Jolene Kelley as recorder.

Commissioner Willis called the meeting to order at 5:03 p.m.

**ACTION**

*(Video Time 00:00:47)*

BOARD OF COMMISSIONERS

1. Consider approval of an order closing certain county offices to the public and directing non-essential county employees to stay home from work. –Jan Fritz, Chief Administrative Officer, Ryan Matthews, Interim Health Administrator, Marion County Health and Human Services, Katrina Rothenberger, Marion County Public Health Director

***Summary of presentation:***

- Ms. Rothenberger stated there are currently 22 cases in Marion County, and the first death of a county resident occurred on March 20, 2020;
- The coronavirus is rapidly depleting local health resources and impacting daily lives;
- Taking steps to close county offices will help to protect employees, their families, and the community; and
- She encouraged all county residents to take the necessary steps to prevent the spread of the virus by staying home as much as possible, limiting non-essential travel, and staying home while ill.
- Ms. Vetto stated that on March 16, 2020, the Marion County Board of Commissioners Declared a State of Emergency in the county pursuant to ORS 401 and reserved the right to take additional actions:
  - On March 18, 2020, an addendum to the personnel rules was adopted to which allowed county employees to telecommute; and

- On March 21, 2020, the board directed the Office of Legal Counsel to draft an order closing certain county offices and directing non-essential county employees to stay home from work until further notice by their department head or the board.
- This meeting was held with less than 24 hours' notice and is considered an emergency meeting pursuant to ORS 192.640:
  - The minutes of the meeting will need to state the nature of the emergency, and why it was held with less than 24 hours' notice provided.

The board read the proposed order.


**Board discussion:**


- The virus is picking up speed in the community and more people are getting sick;
- This is an evolving situation;
- This is an order for all non-essential employees to stay home:
  - A way to stop the curve; and
  - Need citizens to cooperate as well.
- The county is not closing down at this point and will continue to provide services;
- There is an obligation to protect employees, and lessen the chance of exposure;
- The county needs to be there for the people; and
- Ms. Vetto, County Legal Counsel, stated that there is a Scribner's error in the order; the meeting is an emergency meeting, not a special meeting.

**MOTION:** Commissioner Brentano moved to adopt an order closing certain county offices to the public and directing non-essential county employees to stay home from work. Seconded by Commissioner Cameron with the clarification of the Scribner's error; motion carried. A voice vote was unanimous.

Commissioner Willis adjourned the meeting at 5:16 p.m.

  
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 CHAIR

  
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 COMMISSIONER

  
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 COMMISSIONER

**Board Sessions can be viewed on-line at**  
<https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5>