

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, September 20, 2023  
9:00 a.m.

Senator Hearing Room  
555 Court Street NE  
Salem, OR 97301

**PRESENT:** Commissioner Colm Willis, Commissioner Kevin Cameron, and Commissioner Danielle Bethell. Also present were Jan Fritz, chief administrative officer, Jane Vetto as county counsel, and Brenda Koenig as recorder.

Commissioner Cameron called the meeting to order at 9:02 a.m.  
Commissioner Willis arrived at 9:04 a.m.

*(Video Time 00:02:46)*

Commissioner Bethell moved to remove an item from the Action Agenda under the Sheriff's Office: Consider approval of the incoming funds Intergovernmental Agreement with the Oregon Department of Corrections (DOC) in the amount of \$27,236,824 for expenses related to community corrections supervision and services. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

***Board discussion:***

- It is anticipated that the item will be on the Board Session Agenda for September 27, 2023; and
- Changes needed to be made to the document at the state level before the Intergovernmental Agreement is brought to a Board Session meeting for consideration.

*(Video Time 00:03:43)*

**PUBLIC COMMENT**

None.

(Video Time 00:03:48)

## CONSENT

### PUBLIC WORKS

1. Receive the hearings officer's decision denying Administrative Review (AR)  
Case #23-007/Ivanov.

**MOTION:** Commissioner Bethell moved for approval of the consent agenda. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:04:18)

## ACTION

### BOARD OF COMMISSIONERS

#### Board Committee Appointment – Marion Water Quality Advisory Committee

2. Consider approval of an order appointing Jake Hush as an At-Large member to the Marion Water Quality Advisory Committee (MWQAC) with a term ending June 30, 2027.

–Matt Knudsen

#### ***Summary of presentation:***

- The Marion Water Quality Advisory Committee (MWQAC) looks at environmental regulations from the perspective of the following:
  - Public members;
  - Stakeholders;
  - Watershed councils;
  - Home builders; and
  - Organizations impacted by the regulations.
- The committee performs multiple tasks including reviewing ordinances; and
- Mr. Hush attended a prior meeting MWQAC and expressed interest in joining the committee.

Jake Hush:

- Mr. Hush is a third-year student at Oregon State University:
  - He is studying Environmental Economics and Policy.
- He expressed interest in joining a committee where he can apply his education knowledge; and
- He is interested in serving the county.

#### ***Board discussion:***

- The board appreciates Mr. Hush's wish to participate and apply his education knowledge; and
- Commissioner Bethell expressed the following:

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- Water quality is important to everyone;
- Mr. Hush will have the opportunity to engage with board members and learn from their personal perspective;
- The MWQAC is a diversified group of representatives from both the industry and the community; and
- She hopes the experience will help shape his future interests.

**MOTION:** Commissioner Cameron moved to approve an order appointing Jake Hush as an At-Large member to the Marion Water Quality Advisory Committee (MWQAC) with a term ending June 30, 2027. Seconded by Commissioner Bethell; motion carried. A voice vote was unanimous.

*(Video Time 00:09:13)*

### COMMUNITY SERVICES

3. Consider approval of a resolution establishing the Chamber Small Business Support Program (CSBSP) for the benefit of small businesses, residents, and the economic development of Marion County. –Kelli Weese

***Summary of presentation:***

- The item before the board is to consider establishing a new grant initiative within Marion County’s Economic Development program:
  - The program will be titled “Chamber Small Business Support Program” (CSBSP); and
  - The program’s goal is to support small businesses and initiatives developed by Marion County Chambers of Commerce.
- Objectives of the CSBSP include providing:
  - Small business support;
  - Business development and training;
  - Community beautification;
  - Business facade improvement;
  - Destination development; and
  - Workforce development.
- CSBSP program criteria include supporting the following:
  - Employment:
    - The creation of jobs;
    - Helping to prevent job loss;
    - Job training; and
    - Retaining workers.
  - Economic development:
    - Support for-profit or non-profit businesses; and
    - Assist with funding for facilities or development projects.
  - Marion County Chambers of Commerce:

- Chamber requirements include:
    - They must reside in Marion County; and
    - They are required to show membership with the Oregon State Chamber of Commerce.
- The funds support programs and initiatives above standard business operations;
- The award provides funding for an up to amount of \$10,000:
  - This is per cycle and per chamber; and
  - There can be up to two application cycles for the program:
    - The number of cycles will depend on funding availability.
- The fund allocation for the current fiscal year is \$70,000:
  - This will provide \$10,000 for each chamber.
- CSBSP process steps include:
  - Chambers who wish to participate will submit a request form;
  - Staff will review and verify the request to ensure all the required criteria are met; and
  - A grant will be awarded:
    - Chambers approved to receive the award will be required to provide two sets of recording:
      - Submit a mid-project report:
        - A written report must be submitted within six months; and
        - The report must include the following:
          - A budget narrative;
          - An activity report;
          - Quotes; and
          - Narratives from impacted participants.
      - Submit a project completion report:
        - A written and verbal report must be submitted within 10 months detailing the success of the project.
  - The final step is to provide a presentation for the commissioners.

***Board discussion:***

- Commissioner Willis expressed the following:
  - This is a similar grant program that was provided for cities within the county;
  - Many grants come with specific requirements;
  - An entity may dictate how the funding is utilized;
  - This may not foster the innovation needed for a healthy community;
  - A large portion of the state's tax revenue goes to the state;
  - Cities may not see any tax revenue;
  - Cities may be starved of needed resources;
  - There are several chambers that do great work but lack the necessary resources to try new ideas in their community; and
  - He hopes this program will provide the same innovation.

- Funding is open between the months of September and November;
- If approved the today, the chambers will be notified this week;
- This will provide the chambers with a four-week time period to submit their applications; and
- There will be a potential second round if all the funding is not used in the first round.

**Motion:** Commissioner Bethell moved to approve a resolution establishing the Chamber Small Business Support Program (CSBSP) for the benefit of small businesses, residents, and the economic development of Marion County. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:14:46)*

## HUMAN RESOURCES

4. Consider approval of an ordinance amending the Marion County Personnel Rules (MCPR) and declaring an emergency. –Salvador Llerenas

### ***Summary of presentation:***

- The request is to consider adopting an ordinance to amend the Marion County Personnel Rules (MCPR) by emergency procedure;
- A summary of the updates to the MCPR include:
  - The unclassified service list of positions is being updated on the “Preface” section;
  - A new Article 3 titled Work Location and Schedule, has been added:
    - Department heads may authorize alternate work schedules for both classified and unclassified positions within the department based on workload needs;
    - Work location defines remote work from home is not authorized as a regular or alternative work option; and
    - Department heads can direct an employee to work remotely in isolated instances when exigent circumstances exist.
  - Updates to Article 7, titled Benefits include:
    - Juneteenth was added to the list of holidays;
    - A sick leave conversion option was added:
      - The option allows regular full-time employees who have accumulated at least 110 hours of sick leave to convert a minimum of 24 hours to three personal days.

### ***Board discussion:***

- It has taken several months to work through the process;
- Staff has arrived at a balanced approach; and
- Employees are valued.

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**MOTION:** Commissioner Cameron moved to approve an ordinance amending the Marion County Personnel Rules (MCPR) and declaring an emergency and that the chair read the ordinance by title only twice. Seconded by Commissioner Bethell; motion carried. The voice vote was unanimous.

Commissioner Willis read the ordinance by title only twice.

**MOTION:** Commissioner Cameron moved to approve an ordinance amending the Marion County Personnel Rules (MCPR) and declaring an emergency. Seconded by Commissioner Bethell; motion carried. The voice vote was unanimous.

#### SHERIFF'S OFFICE

5. Consider approval of the incoming funds Intergovernmental Agreement with the Oregon Department of Corrections (DOC) in the amount of \$27,236,824 for expenses related to community corrections supervision and services retroactive to July 1, 2023, through June 30, 2025. –Commander Mike Hartford

*(Motion made and approved to remove this item from the Board Session Agenda).*

*(Video Time 00:18:12)*

***Recess as Board of Commissioners.  
Convene as Contract Review Board.***

### **CONTRACT REVIEW BOARD ACTION**

#### PUBLIC WORKS

1. Consider approval of an order to set a public hearing date for October 11, 2023, to receive testimony and consider granting an exemption to allow an alternative competitive process pursuant to Marion County Contracting Rules for the American Rescue Plan Action (ARPA) Public Safety Radio Communications System project. –Brian Nicholas

***Summary of presentation:***

- The request is to schedule a public hearing for October 11, 2023, to receive testimony for a special procurement;
- This is for the Marion County Public Safety Radio Communications Project;
- The project consists of the design and the construction of the following:
  - A county wide radio system;
  - A data backhaul system;
  - A conventional radio overlay system;
  - Subscriber units;

- Mobile and portable radios and pagers; and
- Installation and provisioning.
- Radio systems are designed and manufactured by several different equipment manufacturers based on the customers specifications and needed capabilities:
  - The systems are delivered using a design and build process.
- Marion County Public Contracting Rules and Oregon Revised Statute requires the county to hold a public hearing as part of the special procurement process;
- Findings will be presented during the public hearing to support the special procurement authorization request; and
- The public hearing will also provide the opportunity for public testimony.

***Board discussion:***

- Commissioner Willis requested to clarify the reasoning for the special request:
  - The request for an alternative competitive process is because the system design is very technical:
    - A certain level of performance is needed; and
    - How a company designs the system is part of the company’s guarantee of performance:
      - If the county designed the system and then requested bids for the system, the guaranteed level of performance may be diminished.
- If the county designed a system, it would need to be designed around one specific manufacturer;
- Each manufacturer’s equipment and software are their own;
- The process will maximize competition and allow any qualified radio manufacturers to submit a technical proposal for system; and
- This process also includes price proposals:
  - Field price proposals must be submitted.

**MOTION:** Commissioner Bethell moved to approve an order to set a public hearing date for October 11, 2023, to receive testimony and consider granting an exemption to allow an alternative competitive process pursuant to Marion County Contracting Rules for the American Rescue Plan Action (ARPA) Public Safety Radio Communications System project. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.


***Adjourn as Contract Review Board.  
Reconvene as Board of Commissioners.***


(Video Time 00:23:16)


**PUBLIC HEARINGS  
9:30 A.M.**

None.

Commissioner Willis adjourned the meeting at 9:24 a.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>**