



OREGON

MARION COUNTY BOARD OF COMMISSIONERS

# Management Update Minutes

**Monday, March 16, 2020, 9:00 a.m.**

Courthouse Square, 555 Court St. NE, Salem  
5<sup>th</sup> Floor, Commissioners Boardroom

## ATTENDANCE:

Commissioners Colm Willis, Sam Brentano and Kevin Cameron, Jan Fritz, Bruce Armstrong, Sheriff Joe Kast, Undersheriff Jeff Wood, Tom Rohlfing, Brian Nicholas, Scott Norris, Tamra Goettsch, Brian May, Katrina Rothenberger, Dennis Mansfield, Kathleen Silva, Lani Radtke, Lee Cronmiller, Cynthia Granatir, Barb Young, Lisa Trauernicht, Chad Ball, Jolene Kelley, and Kristy Witherell as recorder.

Jan Fritz called the meeting to order at 9:05 a.m.

## INFORMATIONAL:

### **Marion County Americans with Disabilities Act (ADA) Design Standards and Requirements Update**

- Lani Radtke, Lee Cronmiller

#### **Summary of Presentation:**

- ADA Transition Plan will ensure accessible routes to all users within the Marion County right-of-way;
- Document presented is a written policy following the Federal ADA guidelines and construction requirements;
- Marion County does have these requirements in place and has been following federal guidelines, but does not have written policies to give to contractors and developers for ADA upgrades or installation requirements; and
- Will be bringing new document to Board Session soon.

### **Discuss Initiating Formation Procedures to add Parks Services to the East Salem Service District**

- Dennis Mansfield

#### **Summary of Presentation:**

- Will be presenting a board order on Wednesday to start the process;
- First public hearing is scheduled for Wednesday, May 6, 2020;
- The five-year contract could be signed in June between East Salem Service District (ESSD) and Santana Park Village Association; and
- The projected annual cost would be approximately \$10,000 and is already in the ESSD funds.

## ACTION

### **Consider an order adopting the Marion County Emergency Operations Plan**

- Brian Nicholas, Kathleen Silva

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

- The document before the board today has been in the works since 2016;
- The county is not in compliance at this time;
- To be eligible for federal aid, it is important to have an adopted plan to meet grant and National Incident Management System (NIMS) requirements;
- The county needs to show Oregon Emergency Management (OEM) and the Federal Emergency Management Agency (FEMA) that they are in compliance;
- Oregon Emergency Management (OEM) is in the process of updating their emergency support functions:
  - These updates will be incorporated into the county's plan.
- Ms. Silva would also like to include an annex into the plan to include recovery; and
- There needs to be clarity around basic plan outlines:
  - When to activate the plan;
  - When the policy group should meet; and
  - Those to include in a new group with department heads.

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

- Known future changes to the plan can be adopted in the two year cycle;
- Need to adopt the EOP with corrected contact information;
- Substantial changes to the plan would be brought before the board for ratification; and
- The first option should be that the board makes decisions as a governing body:
  - If all three commissioners are not available, the EOP would dictate a plan.

**MOTION:** Commissioner Brentano moved to adopt the 2020-2024 Marion County Emergency Operations Plan, with the corrected contact information. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

## OTHER:

- Jenna Wyatt, Chad Ball, and Jolene Kelley have been responding to many special information requests:
  - Have had extra help at times;
  - Have updated the intranet and internet websites;
  - The same information and reporting is going out to three different social medium avenues; and
  - If larger communications are required, those outlets are available.
- COVID-19 Update:
  - Working since February to prepare;

- Increased information requests from EMS, Community Partners, and the community at large;
- Strategies to employ:
  - Social distancing to reduce exposure by increasing distance between people.
- Lab Corps and Quest are now approved to process COVID-19 tests; and
- Statewide PPE is being requested and will be pulled from H1N1 stockpiles to be distributed to EMS, hospitals and clinics in Marion County.

**Board discussion:**

- Stockpiles need to be created in the future to be prepared for other pandemics;
- Closures have not been discussed for Marion County buildings or services; and
- Brainstorming on how to best use Economic Stimulus for the county, county businesses, and residents.
  
- Brian Nicholas discussed the Sit Lie ordinance:
  - Amending the code defining shelter and personal property;
  - Adding section to make sitting and lying, and leaving personal property, unlawful and the ability for the county to remove personal property if left in a county right-of-way;
  - Giving the sheriff the ability to enforce personal property removal;
  - Storage or disposal of property after removal needs to be clarified; and
  - May need to add provisions on enforcement in the ordinance.
  
- Tom Rohlfig
  - Clarified appraiser's field work and contact with the public due to COVID-19 pandemic; and
  - The 40-year Service Award presentation has been canceled, but wanted to acknowledge Mary Thorps' service to the county.

Meeting adjourned at 10:00 a.m.

COMPLETED BY: **Molly Hatfield**

*Reviewed by: Kristy Witherell*