



# Management Update summary Minutes

OREGON

**April 2, 2024. 9:30 AM**

Courthouse Square, 555 Court St. NE, Salem  
5th Floor, Suite 5232, Commissioners Board Room

## ATTENDANCE:

Commissioners: Kevin Cameron, and Colm Willis. Staff: Jan Fritz, Matt Lawyer, Alvin Klausen, Shawnnell Fuentes, Jon Heynen, Trevor Lane, Nick Hunter, Jason Bernards, Jacob Ramsey, Carl Lund, Matthew Bathke, Ryan Crowther, Brian Nicholas, Lani Radtke, Katrina Griffith, Joe James, Carole Heard, Sherry Linter, Jane Vetto, Chad Ball, and Katherine Rogers.

Jan Fritz called the meeting to order at 9:30 a.m.

## INFORMATIONAL:

### **Correct Rx Contract Amendment #4 for Jail Pharmaceutical Services**

-Lieutenant Jacob Ramsey

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

- This is a contract provides all pharmaceuticals for adults in custody;
- More funding is needed as it has gone over what was budgeted for:
  - There is a very unhealthy population in the facility;
  - The price of medication has gone up; and
  - There are more adults in custody taking medication then previously seen.

#### **Board Direction:**

- The board of commissioners (BOC) are good to proceed.

### **City of Aurora Law Enforcement Patrol Services, FY 2024-2025**

-Commander Jason Bernards

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

- This is an updated contract from the last fiscal year;
- This will fund one full time deputy position;
- The cost increase is \$842 for a total amount of \$239,803;
- This an open process and deputies can apply to work for this position:
  - There is an interview with city administrators.
- The position is on a four-year rotation.

#### **Board Direction:**

- The BOC is good to proceed.

### **City of Jefferson Law Enforcement Patrol Services, FY 2024-2025**

-Commander Jason Bernards

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

- This contract is for three full time deputies;
- This was a cost increase of 2.8 percent from last year;
- This an open process and deputies can apply to work for this position:

- There is an interview with city administrators.
- This position is on a four-year rotation:
  - After the rotation the same individuals may apply again.
- There will be two deputies during the weekends, working one to one;
- On weekdays there is a day shift from 8 a.m. to 6 p.m.;
- The contract has an overtime budget:
  - This allows for focus patrols on problematic days.
- All the positions did not start at the same time and so they will be renewed at different times.

**Board Direction:**

- The BOC is good to proceed.

**City of Sublimity Law Enforcement Patrol Services, FY 2024-2025**

-Commander Jason Bernards

**Summary of presentation:**

- The cost increase from last year is less than two percent;
- This is for one full time position;
- This position is on a four-year rotation:
  - The current deputy has been there for seven years; and
  - The community likes him, and he does a great job.

**Board Direction:**

- The BOC is good to proceed.

**Public Improvement Agreement with Roy Houck Construction for Asphalt Concrete Resurfacing of County Roads**

-Ryan Crowther

**Summary of presentation:**

- This is an annual resurfacing contract;
- Bids were open a few weeks ago:
  - There were five bids received; and
  - Roy Houck Construction was the lowest bid.
- Roy Houck has done resurfacing for the county previously;
- The project is 11.66 miles long;
- There will be three inches of asphalt grinded down and replaced:
  - As well as other related items including shoulder rock and striping.
- More asphalt is being placed than normal;
- The bid was \$3,719,939.70;
- Can offer having smaller cities joining the contract but it was not offered this year:
  - Did this previously with cities that were close to the projects being done.
- The project is between Sublimity and Silverton on Cascade Highway.

**Board Direction:**

- The BOC is good to proceed.

**All Roads Transportation Safety (ARTS) Curve Warning Signs Public Improvement Agreement with Mid Valley Excavation, LLC**

-Carl Lund

**Summary of presentation:**

- These signs are for the following roads:
  - Abiqua Road;
  - Orville Road;

- Vitae Springs Road; and
- River Road South.
- Funding was awarded due to the number of crashes in the area;
- The winning bid was \$168,265; and
- The area is where the roads connect near the railroad bridges.

**Board Direction:**

- The BOC is good to proceed.

**Agreement for Advisory Curve Signing at Various County Locations with Mid Valley Excavation, LLC**

-Carl Lund

**Summary of presentation:**

- This is a county funded project;
- This is for upgrading warning signs on 11 roads;
- These roads were identified based on their crash history;
- The traffic engineering team has been identifying where curve warning signs can be upgraded across the county;
- Per the Road Safety Manual, the first step of creating safer roads is ensuring all signs are up to date; and
- Mid Valley Excavation has the lowest bid with \$190,260.25.

**Board Direction:**

- The BOC is good to proceed.

**Work Zone Awareness Week Proclamation, April 15-19, 2024**

-Lani Radtke, Matthew Bathke

**Summary of presentation:**

- The proclamation will be brought to board session on April 10, 2024:
  - Items will be brought to the meeting to be worn.
- This is a nationally recognized week;
- Go Orange is on April 17, 2024;
- This promotes awareness for the public and recognition of Marion County employees working in and around traffic/work zones;
- In 2021, across the U.S., 108 workers were killed in work zones crashes per Federal Highway Administration:
  - This is an ongoing issue and the public needs to be made aware.
- In years past the work zone team was recognized on social media:
  - It will be done again this year.

**Board Direction:**

- The BOC is good to proceed.

**Local Alcohol and Drug Planning Committee Appointment, Heather Daugherty**

-Carol Heard

**Summary of presentation:**

- Ms. Daugherty is a resident of Marion County and worked in the addiction treatment field for six years;
- Ms. Daugherty has attended LADPC meetings since October and is interested in representing the community and the addictions field as an appointed member;
- The LADPC is trying to increase membership;
- Currently the LADPC consists of the following:
  - There are four voting members;

- Marion County staff;
- Guests including consumer of services; and
- Representatives of community agencies.

**Board Direction:**

- The BOC is good to proceed.

**Request to Contract a Consultant to Draft the HHS Department Strategic Plan**

-Joe James

**Summary of presentation:**

- This was discussed at a previous meeting:
  - The scope of work was discussed.
- The work will begin at the end of this year or early next year;
- An issue that was discussed was being flexible:
  - Able to make improvements on the spot or pivot to new programs; and
  - This contract structure will help with this.
- The not to exceed about is \$150,000;
- Mr. James is the Strategic Planning Coordinator;
- Marion County Health and Human Services will own the process when working with the consultant:
  - The statement of work has accountability and deliverables for both Marion County and consultant.
- Deliverables and monthly meetings with Mr. James are expected:
  - All levels of the county will be engaged including the board.
- All levels will be involved in the process so the vision will be strategic;
- The scope of work is set up in four phases so things will be on track;
- Previously leadership team values were set up;
- The Mission, Vision and Values were developed in 2018 with previous leadership:
  - Would like to create something new with the new leadership.
- The new leadership mission, vision and values will be a foundation for the department's Mission, Vision, and Values:
  - A framework that is described by the National Association of City and County Health Officials will be followed; and
  - It is customizable and has training involved as well.
- The department will be engaged and look at data to make improvements and engage in quality improvement projects;
- Some of the following items will be looked into:
  - Customer satisfaction; and
  - Milestones.
- Will be using the same RFP template as the Sheriff's Office; and
- There will be data available to review for board session on June 19, 2024.

**Board Direction:**

- The BOC is good to proceed; and
- Bring the contract to next week's Management Update.

**State of the County**

-Jon Heynen, Gary White

**Summary of presentation:**

- Script:
  - Comments and introductions;
  - Pledge of Allegiance and blessing will be done by a guest;

- Thanking the sponsors; and
- Short biography on each commissioner.
- Will go to venue day before to ensure all is set up;
- There are 274 signed up for lunch and over 100 for free seating;
- The run of show will be given to all who are participating;
- There will be a slide show during the eating portion:
  - Allied Video will be supervising the slide show.
- Jon Heynen will meet with Allied Video to ensure all is working well;
- After Commissioner Cameron's speech there will be a Questions and Answers portion; and
- There will be three table microphones, a podium microphone, and two audience microphones.

**Board Direction:**

- Update the biographies to be shorter;
- Commissioner Colm will be bringing a guest to sit at his table;
- Place the logo on the screen during the speeches; and
- A commissioner will thank department heads.

**Commissioners at Marion County Fair**

-Gary White

**Summary of presentation:**

- Pushing the opening back would allow for more participation at the events:
  - This will also condense the time the board would need to be at the fair.
- The suggested schedule is as follows:
  - Opening the fair at 1 p.m.;
  - Opening ceremony at 1:30 p.m.;
  - Board session at 2 p.m. to 3 p.m.;
  - Cake with the commissioner and volunteers;
  - Marion pie judging;
  - Veteran's recognition event; and
  - Board legislative dinner at 6 p.m.
- In the past the average attendance on Thursday has been 1,264 individuals:
  - Mostly during the afternoon and evening.
- On Friday the average attendance is 2,800;
- On Saturday the average attendance is 4,300;
- On Sunday the average attendance is 2,200;
- Vendors opening on Thursday do not have large crowds to feed:
  - The plan is to have one vendor open on Thursday afternoon; and
  - Then more will open in the evening when there are more crowds.
- Moving the ceremony to noon will allow volunteers to show up for the award ceremony.

**Board Direction:**

- Will not have board session at the fair this year; and
- Move up the schedule by an hour.

**Legislative Update:**

-Alvin Klausen

**Summary of presentation:**

- Association of O&C Counties (AOCC) letter:

- AOCC asked for letter from county to send to Bureau of Land Management (BLM) stating the county would like AOCC to represent them;
- BLM is drafting a new resource management plan;
- AOCC sent two letters to BLM requesting to represent the county and BLM has not responded;
- BLM stated only individual county's can be operating partners; and
- Supreme Court turned down the case and this is the next step.
- Safety Corridor Earmarked Funding Change:
  - Lani Radtke, Kirby discussed with Fritz Graham if funding may be used for the roundabout at Butteville and Ehlen Road;
  - Stated this would be allowed; and
  - Application needs no revision as it is still for the safety corridor.
- Senate Bill 1530 Breakdown:
  - Funding package for the governor's housing bill;
  - The funding amount is \$300 million;
  - This is statewide;
  - Some funding is for Community Based Organizations (CBO):
    - \$650,000 for Iron Tribe Network for Marion County.
  - Most of the funding is for cities and not counties directly;
  - Stayton received \$3 million for sewer infrastructure.
- Bills signed by the governor:
  - HB 4002 was signed:
    - Measure 110 fix bill; and
    - This triggers a timeline when an application needs to be submitted.

**Board Direction:**

- Senate Bill 1530 Breakdown:
  - Mr. Klausen asked to research the Iron Tribe Network for Multnomah County/Columbia County/Marion County Self-Pay Home Purchase is.

**Board Session Agenda Review**

-Kevin Cameron

- Overview of agenda.

**Board Direction:**

- The BOC is good to proceed.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

**Commissioner Danielle Bethell**

- N/A

**Commissioner Kevin Cameron**

- Salem-Keizer Area Transportation Study (SKATS);
- Solid Waste Management Advisory Council (SWMAC):
  - Oregon Department of Environmental Quality (DEQ) presentation.
- Food for Thought;
- Student Opportunity for Achieving Results (SOAR) Class:
  - There were 13 that graduated.
- Sheriff's Office Employee recognition and services awards:
  - It was a well-done event.

**Commissioner Colm Willis**

- Student Opportunity for Achieving Results (SOAR) Class:
  - There were 13 that graduated.

- Sheriff's Office Employee recognition and services awards; and
- New Employee Orientation.

#### OTHER

##### Matt Lawyer – Wildfire Grant Program:

- There are 12 approved grants;
- About \$660,000 has been awarded;
- About \$383,000 has been spent;
- About \$280,000 is remaining;
- The most recently awarded Christian Aid Ministry (CAM) home is almost complete;
- There will be four to five CAM home applications in the next month:
  - Land use process will begin in the summer; and
  - In the fall they will be built.
- CAM was not planning to return next year but more clients were found;
- Per CAM previous meeting with the county was very rewarding;
- Community Development Block Grant – Disaster Recovery (CDBG-DR) homeowner program went live March 25, 2024:
  - Some applicants are pivoting as this is not what they need; and
  - With more funding there will be more applicants.
- Only pay out on invoices and receipts:
  - All payments go to the vendors and not homeowners; and
  - After receiving documentation payments are received in two weeks.
- There are 20 more households that need to be rebuilt:
  - Letters have been sent to all;
  - Most are deciding to wait; and
  - One is rebuilding on their own.
- All options are explored to help rebuild homes;
- Case managers withdraw applications that are not eligible;
- There have been 65 percent of building permits applied for;
- There have been 79 percent of septic permits applied for;
- Some individuals repaired their septic systems;
- In Detroit 90 percent of primary homeowners have rebuilt:
  - There are about 40 primary residents in all.

##### **Board Direction:**

- Mr. Lawyer to send building permit numbers to Commissioner Willis

**Adjourned** – time: 11:14 am

**Minutes by:** Mary Vityukova

**Reviewed by:** Gary L. White