

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, December 16, 2020
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Colm Willis, Commissioner Sam Brentano and Commissioner Kevin Cameron. Also present were Jane Vetto as county counsel and Brenda Koenig as recorder.

ABSENT: Jan Fritz, chief administrative officer

Commissioner Willis called the meeting to order at 9:00 a.m.

PUBLIC COMMENT

None.

PRESENTATION

(Video Time 00:00:39)

COVID-19 (Novel Coronavirus) update. –Katrina Rothenberger

- Ms. Rothenberger reported the following updates for the COVID-19 pandemic as of 8:00 a.m. on Wednesday, December 16, 2020:
 - There have been an estimated 11,890 cases within the county since the beginning of the pandemic;
 - An estimated 188 individuals have died from symptoms related to COVID-19;
 - Currently 52 Marion County residents are being monitored in the hospital;
 - Region 2 hospital bed information is as follows:
 - There are an estimated 127 Intensive Care Unit (ICU) beds:
 - An estimated 84 beds are occupied; and
 - An estimated 43 beds are available.
 - There are an estimated 787 adult non-ICU beds:
 - An estimated 618 beds are occupied; and
 - An estimated 169 beds are available.
 - Oregon has received the first shipment of the COVID-19 vaccine:
 - It is anticipated that 35,000 doses of Pfizer vaccines will be available by the end of the week;
 - The Moderna vaccine should have approval through the emergency use authorization within the next few days;
 - Regional hospitals, Good Samaritan, and Salem Health, will receive vaccines on Thursday or Friday;

- The vaccines will be administered later today in Oregon to front-line health care workers; and
 - Widespread vaccination will not be available for a few months.
- Positive cases, hospitalizations, and COVID-19 related deaths are increasing in Marion County and in Oregon overall;
- It is recommended that community members continue to engage in the following while the vaccination is being distributed:
 - Wearing a face covering;
 - Social distancing;
 - Washing hands; and
 - Staying home when sick.
- The vaccine uses new technology, Messenger Ribonucleic Acid (mRNA), and has been studied for about ten years:
 - Researchers are looking into the technology for vaccines for other diseases;
 - The vaccine does not interact with your Deoxyribonucleic Acid (DNA):
 - It gives instructions to the cell to create a harmless spike protein that triggers an immune response to create antibodies.
 - Information will be shared as it is gathered after the vaccine is rolled out; and
 - Marion County Health and Human Services wants to make sure that individuals have a safe immune response to the vaccine.
- There was an 8.5 percent increase in cases in the last two weeks:
 - The weekly positivity rate was 12.8 percent:
 - This rate is higher than the rest of Oregon.
 - The bulk of the cases are coming from the following areas:
 - The City of Woodburn;
 - Central Salem;
 - Northeast Salem; and
 - The City of Brooks.
- The Oregon Health Authority has aligned with the Center for Disease Control (CDC) on quarantine guidelines for close contacts:
 - Previously individuals were asked to quarantine for 14 days;
 - The guidelines have changed to ten days;
 - Individuals are able to test out of quarantine with a negative test on day seven;
 - Individuals still need to monitor for the full 14 days and seek testing if symptoms develop;
 - Individuals are encouraged to let close contacts know when testing is positive;
 - Contact tracing processes have changed slightly:
 - Individuals will be contacted on the same day when positive test results are received; and
 - Letters will be mailed out to individuals where no contact was made.
 - There will be a testing event at the fairgrounds today at 3:00 p.m.

Board discussion:

- A second round of business grant funding is available:
 - The grant funding is open to businesses that did not qualify in the first round, such as the following:
 - Gyms;
 - Theatres; and
 - Dance studios.
 - Criteria for approval includes:
 - Businesses must have 25 or fewer employees;
 - Businesses must be located within Marion County; and
 - Only businesses that did not receive funding in the first round are qualified.
 - Funding will be based on a lottery system if there are more applications received than there is available funding; and
 - Applications are due by 11:59 p.m., Friday, December 18, 2020.

CONSENT

(Video Time 00:12:14)

COMMUNITY SERVICES

Approve an order reappointing Pam Zielinski and Brandi Crandall as board members and Amy Goulter-Allen as a key volunteer to the Marion County Fair Board with terms ending December 31, 2023.

FINANCE

Approve a quitclaim deed that transfers Property Tax ID #R97996 from Marion County back to the grantee.

LEGAL COUNSEL

Approve a Regulatory Agreement between Marion County and Caritas Acquisitions VII, LLC, a non-profit entity, based on the acquisition of mobile home parks within the county through federal income tax-exempt financing.

PUBLIC WORKS

Receive notice of the hearings officer's decision approving Conditional Use (CU) Case #20-035/ Lakeside Investment Group, LLC.

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

ACTION

(Video Time 00:14:00)

BUSINESS SERVICES

1. Consider approval of Amendment #1 to the Contract for Services with Stanley Convergent Security Solutions, Inc. to add \$235,125 for a new contract total of \$759,315 for the installation and programming of the intercom system from Phase 2 into Phase 1 for the Marion County Jail, the Transition Center, and the Juvenile Detention Center. –Kevin Burton and Terry Stoner

Summary of presentation:

- Mr. Burton is seeking approval to move the intercom system upgrade, originally scheduled for Phase 2, into Phase 1:
 - This provides a cost savings to the county; and
 - It eliminates the need to reprogram the control access during Phase 2.

MOTION: Commissioner Cameron moved to approve Amendment #1 to the Contract for Services with Stanley Convergent Security Solutions, Inc. to add \$235,125 for a new contract total of \$759,315 for the installation and programming of the intercom system from Phase 2 into Phase 1 for the Marion County Jail, the Transition Center, and the Juvenile Detention Center. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

(Video Time 00:17:35)

CLERKS OFFICE

2. Consider approval of the Contract for Services with Eagle Newspapers in the amount of \$200,000 for the printing and distribution of voter information pamphlets for elections through December 31, 2023. –Bill Burgess

Summary of presentation:

- Mr. Burgess is seeking approval of a contract with Eagle Newspapers;
- The contract is for the publishing of the voter's pamphlet;
- The vendor has published the voter's pamphlet in the past and has done a great job; and
- The contract is for a three year extension in the amount of \$200,000.

Board discussion:

- It is uncertain if the state will continue to be a revenue source;
- Most of the expense is borne by cities and counties;
- A voter guide is sent out to every household within the county:
 - An estimated 130,000 pamphlets are circulated;
 - The county receives a better rate when pamphlets are sent to each household rather than each registered voter; and
 - It provides individuals with an opportunity to register to vote or update their name and address when they receive the pamphlet.
- The number is determined by the vendor and the postal service; and
- The number can change due to people moving in or out of the county.

MOTION: Commissioner Brentano moved to approve the Contract for Services with Eagle Newspapers in the amount of \$200,000 for the printing and distribution of voter information pamphlets for elections through December 31, 2023. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:22:50)

3. Consider approval of the Contract for Services with Lynx Group, Inc. in the amount of \$500,000 for ballot printing services for both regular and special elections through December 31, 2023. –Bill Burgess

Summary of presentation:

- Lynx Group, Inc. is a local printer who is also a certified election management vendor;
- The vendor has been printing ballots for the past several years;
- The vendor's past history has proven to be dependable; and
- The vendor has not increased their rates for printing.

Board discussion:

- There were 144 different ballot styles printed in the county's last election;
- There are 123 precincts within the county:
 - Each city has their own precinct, or group of precincts; and
 - There are also various districts within each precinct, which can include:
 - School;
 - Water;
 - Fire; and
 - Library.
- Primary elections require a different ballot style for each party:
 - This is the most complicated election to administer; and
 - It can have close to 600 different ballot styles.
- Mr. Burgess described the election security process for ballots from printing to distribution as requested by Commissioner Cameron;
- Information regarding the distribution and collection of ballots will most likely be available in early January, 2021, should an audit be conducted:
 - Each ballot has to be accounted for;
 - Any leftover ballots are returned to the county;
 - Each ballot has a unique number that helps to avoid it being scanned twice; and
 - The process accounts for individuals that were sent and returned their ballot.
- Some factors that may contribute to an individual receiving more than one ballot include:
 - A change in residency;
 - A change in party registration;
 - A lost ballot;
 - A damaged ballot; or
 - A mismarked ballot.
- Each envelope has a different code that is tied to the ballot;
- If an individual sends in more than one ballot, the oldest ballot will be "killed" and only the newest ballot is counted:

- Approximately 200 ballots may fall into this category and will be verified after the election.
- Improper identification disqualifies the voter for general elections;
- All the ballots have to be counted before certification of the election and there is a 20 day time frame for completion; and
- The contract was not done by a Request for Proposal:
 - Elections are exempt from this process; and
 - There are no other qualified certified vendors in Marion County:
 - There is one qualified vendor in the following cities:
 - Bend;
 - Corvallis; and
 - Vancouver, Washington.

MOTION: Commissioner Cameron moved to approve the Contract for Services with Lynx Group, Inc. in the amount of \$500,000 for ballot printing services for both regular and special elections through December 31, 2023. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

(Video Time 00:40:21)

INFORMATION TECHNOLOGY

4. Consider approval of the Purchase Order Agreement with Presidio Networked Solutions Group, LLC in the amount of \$108,916.16 for the maintenance renewal of Cisco SmartNet hardware and software from January 1, 2021, through December 31, 2021. –Scott Emry and Ken Pearson

Summary of presentation:

- The county has used networking equipment from Cisco for the past 15 years;
- The county annually renews software and hardware maintenance agreements to keep the equipment up to date and reduce cybersecurity risks;
- Cisco SmartNet is one of the critical layers of security protection that helps to avert a major operational crisis to the county due to a cybersecurity threat leading up to the general election;
- The county purchases the maintenance agreement through a state price agreement with Presidio Networked Solutions Group; and
- Mr. Emery is seeking approval of the Purchase Order in the amount of \$108,916.16.

Board discussion:

- Security is included in the software;
- With the commissioners support, the Information Technology Department is able to enhance the layers of security;
- Systems are behavioral based for security:
 - The system observes what the software is doing and shuts it down if inconsistencies exist.
- The system receives feedback from other community partners when an attack has occurred; and
- Extra security measures have been implemented to stop attacks.

MOTION: Commissioner Brentano moved to approve the Purchase Order Agreement with Presidio Networked Solutions Group, LLC in the amount of \$108,916.16 for the maintenance renewal of Cisco SmartNet hardware and software from January 1, 2021, through December 31, 2021. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:45:19)

LEGAL COUNSEL

5. Consider approval of an order appointing Fred Wilson as the Marion County Hearings Officer.

–Jane Vetto

Summary of presentation:

- Ms. Vetto is seeking approval of an order to appoint Fred Wilson as the county’s full time hearings officer;
- Mr. Wilson graduated from the University of North Carolina, and earned his Juris Doctor from the University of Oregon;
- Mr. Wilson’s history includes practicing land use with a law firm in Southern Oregon:
 - He was a staff attorney for the Land Use Board of Appeals for ten years; and
 - He then opened his own law practice, where he has been a hearings officer for different municipalities.
- As a pro-tem hearings officer for the county, Mr. Wilson has also dealt with dog control and towed vehicle hearings.

MOTION: Commissioner Cameron moved to approve an order appointing Fred Wilson as the Marion County Hearings Officer. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous Names not listed in motion

PUBLIC HEARINGS

9:30 A.M.

None.

Commissioner Willis read the calendar.
Commissioner Willis adjourned the meeting at 9:59 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

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