MARION COUNTY BOARD OF COMMISSIONERS

Management Update Summary Minutes

October 21, 2025. 9:30 AM
Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:
Commissioners: Danielle Bethell, and Colm Willis.
Board's Office: Matt Lawyer, Heather Inyama, Toni Whitler, Chris Eppley, Alvin Klausen, and Jon Heynen.
Legal Counsel: Steve Elzinga.
Sheriff's Office: Nick Hunter, and Lisa Gabel.
Public Works: Brian Nicholas, Shane Ottosen, and Lani Radtke.
Finance: Toby Giddings, and John Carlson.
Health and Human Services: Ryan Matthews, and Carol Heard.
Business Services: Tamra Goettsch, Geoffrey Bonney, and Wesley Miller.
Community Servies: Chip Bury, Kelli Weese and Sarah Couley.

Commissioner Danielle Bethell called the meeting to order at 9:34 a.m.

INFORMATIONAL:
1. Health & Human Services on the 1st Floor at Center Street Remodel
-Tamra Goettsch
Summary of Presentation:
- Consolidate public health programs in Beverly buildings to Center Street campus:
    - Improve efficiency and service delivery.
- Work includes:
    - Wall demolition.
    - Construct new offices.
    - Reduce initial waiting room size.
    - Upgrade/replace interior doors.
    - Fresh finishes.
    - Repaint.
    - Install new card readers for security.
- Medical examiner's offices have been moved:
    - Freed space for renovation.
- New layout is expected to have about 70–75 staff on the first floor.

Board Direction:
- Approved to move forward.
- Updates on progress.

2. Justice Court Interior Refurbishment
-Tamra Goettsch
Summary of Presentation:

- Two-month refurbishment project for Justice Court.
- Includes:
  - New carpet.
  - Paint.
  - Finishes in judicial area.
- Relocate metal detector directly to the front entrance for improved security.
- Existing restrooms are excluded from this phase:
  - Are already updated.
- During construction staff will be relocated into the courtroom itself.
- Court proceedings will be conducted virtually:
  - As done during COVID-19.
- Landlord is contributing approximately $50,000 to the updates and finishes.

Board Direction:

- Approved to move forward.
- Technology access or physical alternatives for those without reliable equipment.

3. Right-of-Way Ehlen Road NE at Butteville Road NE
-Ryan Crowther
Summary of Presentation:

- Right-of-way acquisition for a roundabout at Ehlen and Butteville Road NE:
  - Funded by All Roads Transportation Safety (ARTS) and federal grants.
- Adopted resolution signaling willingness to consider condemnation if necessary:
  - Federal requirement.
  - Not anticipated due to positive negotiations to date.
- Obtained "right of entry" permissions for environmental studies from landowners.
- Preparing formal appraisals/negotiations is the next step.

Board Direction:

- Approved to move forward.
- Create a clear, written, neighbor-friendly acquisition process:
  - Bring back a draft for future board review.

4. Radio Site Lease – McCully Mountain
-Brian Nicholas
Summary of Presentation:

- Finalizing long-term lease for new radio transmission site on McCully Mountain with Freres Lumber:
  - Part of the public safety radio system upgrade.
  - Lease will be up to 35 years long.
- Lease memo will be recorded for discoverability in property title searches:
  - Full details remain in county records.
- Ongoing disputes with a vendor Tate Communications and Aviat Networks
  - Allocation of tariff costs, lack of cost breakdowns for project design changes.
- Possibility of increased costs due to scope changes.

- Discussed which party bears tariff risks when project requirements change:
    - Concern about transparency and cost control raised.

Board Direction:
- Approved to move forward.
- Continue negotiations and documenting cost/tariff disputes.
- Provide a detailed financial update at next meeting.

5. Safe Routes to School Rapid Response grant for Auburn Elementary Cross Walk
-Lani Radtke
Summary of Presentation:
- Removed from the agenda.

Board Direction:
- Removed from the agenda.

6. Intergovernmental Agreement Amendment #4 with Oregon Health Authority (OHA) for Public Health Funds
-Ryan Matthews
Summary of Presentation:
- Annual IGA with OHA.
- Increase includes $16,187 incentive:
    - Earned by meeting performance measures.
- $1.56 million Centers for Disease Control and Prevention (CDC) grant funds:
    - Carried forward due to unspent prior-year funds.
- Allows the following:
    - Retention of public health staff:
        - Especially communicable disease investigators.
    - Supports continued COVID-era infrastructure:
        - Now that emergency funding is ending.
- Continues public health services and essential workforce through next fiscal year.

Board Direction:
- Approved to move forward.

7. Contract Amendment #4 with Bridgeway Community Health for Alcohol and Drug 66 Detox Funding
-Alicia Cozad
Summary of Presentation:
- Contract amended to add $141,843.98 for detox services for uninsured individuals:
    - Reply to changes in state Medicaid policy and contract structures with OHA.
- Through end of year and based on monthly invoices for actual services rendered:
    - No advances.
- Original contract expired but reinstated:
    - Delays in transition to new direct contracting models.
    - County resumed as pass-through entity for detox funding.
- OHA will contract directly with providers:
    - Removing county from process after bridge period.
- Ongoing needs for uninsured and non-Medicaid eligible individuals.

Board Direction:
- Approved to move forward.
- Monitor client coverage and provider payments while changing to direct contracts.

8. Community Services Department Name Change
-Kelli Weese
- Proposed change to “Community and Economic Development Department”:
  - Reflects change to economic development and project-based work.
- Plans for a two-phased rollout:
  - Branding and signs change as soon as resolution passes.
  - Implement Enterprise Resource Planning (ERP) system in November 2026.
- Prompted by public confusion:
  - Calls about court-mandated community service hours.
- Need title that aligns with new programs.

Board Direction:
- Approved to move forward.
- Communicate rollout plan and coordinate with ERP process owners.

9. Debt Collection Agency, Vendor Transition and Accounts Status
-Jeff White
Summary of Presentation:
- Competitive Request for Procurement (RFP):
  - Transitioning from Professional Credit Service (PCS) to Western Company.
- Western Company has:
  - Stronger use of customer-facing technology.
  - Improved portal design.
  - Focused on recoveries.
- Seven to eight applicants, with three finalists.
- Western Company won based on demonstration.
- Transfer only accounts without legal encumbrances or legacy accounts also:
  - Approximately $10 million.
  - Much of it uncollectible/old.
- Recommend attempting collections.
- PCS is unhappy and may respond to board members about the change.

Board Direction
- Approved to move forward.
- Ability to exit contract if annual revenue drops more than 20–30%.
- Transfer most accounts to Western for fresh collection attempts:
  - Except those involving active legal action.

10. Franchise Agreement with Charter Communication for Cable Services
-Jeff White
Summary of Presentation:
- Renewal of franchise agreement with Charter Communications:
  - Small provider in the county.
  - Cable TV service rights.
- Contract lapsed, but Charter continued to pay franchise fees:
  - Approximately $4,000/year.

- Renewal is routine, ensures legal consistency, and reflects current service footprint.

Board Direction:
- Approved to move forward.

11. Franchise Agreement with WaveDivision for Cable Services
-Jeff White
Summary of Presentation:
- Renewal of franchise agreement with WaveDivision:
  - Small TV provider.
  - Serving rural county areas.
- Franchise fees are approximately $80,000/year.
- Contract is needed for continued legal operation.
- Need to bring expired contracts up to date:
  - Even if service and payments have continued.

Board Direction:
- Approved to move forward.

12. Final Payment and Quitclaim Deed for Tax Account 588709 to Contract Holder
-John Carlson
- County finalized sale of tax-foreclosed property at 4657 Duchess Court NE:
  - Following completion of the purchase contract dated 2021.
- Legal review and all procedural steps completed.
- Quitclaim deed will be transferred at the November 5th board session.

Board Direction:
- Approved to move forward.

13. Asset Works, Fleet Focus Inventory and Maintenance Management
-Dennis Mansfield
Summary of Presentation:
- Home built fleet management system is from the early 2000s:
  - It is outdated.
  - No longer meets needs for:
    - Asset tracking.
    - Work orders.
    - Inventory control across 700+ vehicles and large equipment.
- Purchase Asset Works Fleet Focus system:
  - Modern.
  - Integrated.
  - Cloud-based.
  - Multi-tenant.
  - Expandable.
- Split costs among benefiting departments.
- Concerns about past purchases resulting in redundant systems.

Board Direction:
- Evaluate if system could serve as countywide inventory/asset management solution.
- Additional management update meeting between stakeholders and IT:

    - Ensure proper integration and cost-sharing.
- No final approval until enterprise-wide value and funding approach clarified.

14. FY 2025-2026 First Supplemental Budget
-Daniel Adatto, Zivile Sliosoraite
Summary of Presentation:
- Review first supplemental budget of the fiscal year:
    - Largest of the year.
    - Changes of about $44 million and 25.9 Full Time Equivalent (FTE) reduction:
        - Mostly vacant in Sheriff's Office due to funding/procedural changes.
- Notable items:
    - Reallocation of grants.
    - Carry forwards for projects:
        - Equipment and vehicles.
    - Anticipated but unconfirmed revenues:
        - Oregon Department of Transportation (ODOT) tax changes.
    - Funding for specific projects.
- Discussed the following:
    - Transparency process.
    - Funding sources for various transfers.
    - Alignment with contracts:
        - Bridgeway and Clackamas County.
    - Department-level impacts.
    - Management of self-insurance cost allocation for vehicle crashes/losses.
- Reaffirm expectation of full transparency and pre-approval of significant changes.

Board Direction:
- Approve most budget transfers and FTE modifications.
- Provide clarification on detailed budget lines.
- Withheld approval of anticipated, uncertain revenues:
    - Updates prior to board session for new or contested items.
- Require written explanations for:
    - Carry-forward use and contract/cost policy change.

15. Legislative Update
-Alvin Klausen
Summary of Presentation:
- Veterans Day Proclamation and County Communications:
    - Reviewed proclamation.
    - Special mention of Army, Navy, and Marine Corps anniversaries.
    - Operation Green Light.
    - All-county email inviting veterans to participate.
- Veterans Cemetery:
    - Meeting by 1000 Friends of Oregon about the proposed cemetery:
        - Showed no support for the proposed site.
    - Main concerns include well water impacts and increased traffic in the area.
    - Several residents oppose the location:
        - Prefer preserving farmland.
        - Use alternative sites.
        - State-owned Oregon State Corrections Institute (OSCI) land:

            - With better highway access.
    - Full NEPA (National Environmental Policy Act) review is required:
        - Procedural shortcuts are not permitted.
    - Federal Veterans' Affairs (VA) contacts have not responded:
        - Possibly due to furloughs.
        - Oregon Department of Veterans' Affairs and Congressional contacts engaged.
- Work Session:
    - City of Salem and Oregon Department of Transportation (ODOT) meeting.
    - Regarding clearing ODOT properties.
    - Meeting will be during the first week of December.
    - Finding out if others can join meeting.

Board Direction:
- Veterans Day Proclamation and County Communications
    - Approved to send out all-county email.
    - Any changes will need feedback.
- Veterans Cemetery:
    - Communicate concerns to federal and state officials.
    - Draft formal comment letter:
        - Reflect local opposition to site and suggest alternative locations.
    - Arrange meetings at National Association of Counties (NACo) Conference.

16. Board Session Agenda Review
-Commissioner Danielle Bethell
Summary of Presentation:
- Overview of board session agenda.

Board Direction:
- Approved to move forward.

<u>COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE</u>
Commissioner Danielle Bethell
- Multi-Family Housing Update and Regional Partnerships:
    - Attended multi-family housing update in the Portland area.
    - Partner with Multi-Family Northwest.
    - Learn about:
        - Local housing market data.
        - Vacancy rates.
        - Expanding affordable housing opportunities in Marion County.
    - Request Region-specific housing report, explore collaboration for future housing meetings and chapter formation.

Commissioner Kevin Cameron
- N/A

Commissioner Colm Willis
- N/A

Other

17. Emergent Economic Opportunity Program (EEOP) Grant Contract Amendment HYB Truck and Food Trailer

Sarah Coutley

Summary of Presentation:

- Support purchase of food truck by nonprofit HYB:
    - Integrates youth transitioning out of gangs into the workforce,.
    - Through catering/social enterprise.
- HYB asked to revise contract language to allow purchase of a separate food trailer:
    - Rather than an integrated food truck.
    - Suits business needs as clarified during the purchase process.
- Funding level remains unchanged.
- Amendment simply substitutes equipment described in the contract.

Board Direction:

- Approved to move forward.
- No need to present at board session:
    - Change is non-financial and within grant scope.

Adjourned – time: 11:33 a.m.
Minutes by: Mary Vityukova
Reviewed by: Gary L. White