



MARION COUNTY BOARD OF COMMISSIONERS
MANAGEMENT UPDATE

Minutes

Tuesday, March 10, 2026, 9:30 a.m. – 10:30 a.m.
Commissioners' Boardroom
Courthouse Square, 555 Court St. NE, Suite 5231
Salem, Oregon 97301

Attendance:

Commissioners: Danielle Bethell, Colm Willis and Kevin Cameron.

Board's Office: Jon Heynen, Trevor Lane, Matt Lawyer, Toni Whitler, and Chris Eppley.

Legal Counsel: Steve Elzinga.

Human Resources: Kathy Bolen, and Sherry Linter.

Justice Couty: Justin Kidd.

Community and Economic Development: Chip Bury, and Kelli Weese.

Public Works: Brian Nicholas, Stephanie Pulvers, Brian May, Ryan Crowther, and Ryan Wade.

Finance: Sandra Fixsen, and Jeff White.

Assessor's Office: Nate Combs, and Tom Rohlfig.

IT: Gary Christofferson.

Health and Human Services: Ryan Matthews, Katrina Griffith, Wendy Zieker, and Kailey Knospe.

Commissioner Kevin Cameron called the meeting to order at 9:30 a.m.

Informational

1. Recommendation to Appoint Justice of the Peace Pro Tempore

- Jarrod Howard
- Rachael Federico

-Justice Justin Kidd

Summary of Presentation:

- Reappoint two volunteer Justices of the Peace Pro Tempore for one-year terms.
- Provide backup when Justice of the Peace has a conflict of interest or is unavailable.
- Both candidates already served two prior terms:
 - Remain qualified under state law and local requirements.

Board Direction:

- Approved to move forward on March 25th, 2026, Board Session consent agenda.

2. Sole Source Procurement of Ongoing Oregon Counties Assessment & Taxation System (ORCATS) Maintenance

-Assessor Tom Rohlfig

Summary of Presentation:

- Maintain and support Computer Aided Mass Appraisal (CAMA) and ORCATS system:
 - Used in the Assessor's Office.

- Critical for property valuation, tax rate calculation, and tax collection.
- Only provider capable of maintaining system and its Oregon specific configuration.
- County owns software.
- Maintenance, updates, hosting personal property module, and operation support covered.
- Board prefers contract term structures and flexibility instead of a long, fixed term.

Board Direction:

- Approved to move forward.
- Structure agreement as a 3-year base term with up to two 1-year extension options.

3. Contract with North Santiam Paving Co. for North Fork Improvement Project Construction

-Ryan Crowther

Summary of Presentation:

- Proposal for North Fork Gateway Improvements Project on North Fork Road.
- Improvements near kiosk area and paved turnout:
 - Intent to support visitor management and park information.
- Low bid was submitted by North Santiam Paving Co. for approximately \$560,233.
- Funded with federal dollars associated with post wildfire investments:
 - Uncertainty about which congressional member or program supplied funds.
 - Why a local match is required.

Board Direction:

- Support moving toward awarding contract as low responsive bidder:
 - Contingent on funding clarification.
- Public Works staff to:
 - Identify and document congressional source or program for federal funding.
 - Explain in writing why local match is required.
 - Email concise funding history and explanation to Board.
- Bring back on a future consent agenda for formal approval once questions resolved.

4. Grant Agreement with Oregon Watershed Enhancement Board (OWEB) for Technical Assistance

-Stephanie Pulvers, Ryan Wade

Summary of Presentation:

- Technical assistance for streamside evaluation component of updated temperature Total Maximum Daily Load (TMDL) requirements.
- Desktop and field work to assess lack or sufficiency of riparian shade along streams.
- Phase does not include installing vegetation or implementing physical improvements:
 - Evaluation and planning effort.
- Concern of state and federal water quality regulations could eventually impose more requirements on property owners:
 - Including outside cities.
- Regulatory history:
 - Prior mercury TMDL actions and how they were tied to local permitting.
 - Lawsuit prompted updated temperature TMDL.
- Avoid plans can be used as mandated, costly requirements on property owners:
 - Especially wildfire impacted areas.

Board Direction:

- Approved to move forward.
- Written explanation of temperature TMDL framework and relationship to county responsibilities.

- Lawsuit that led to revising temperature TMDL:
 - Including state's plan before and after.
- Regulatory mechanisms that allow county actions in and out of city limits.
- Implementation plan centers on voluntary measures, partnership with watershed councils, and minimizing mandatory burdens on private property owners.
- Involve County Counsel early in development of any implementation plan.

5. Consider Appointments of Mark Lowery to the Materials Management Advisory Council (MMAC)

-Brian May

Summary of Presentation:

- Appointment to fill final open position on MMAC.
- Mr. Lowery represents United Way of the Mid-Willamette Valley:
 - Community organization role.
- Regional stakeholders are exploring potential new uses for former energy facility:
 - Agricultural biofuel opportunities.
 - Related parties have been in contact with county staff.

Board Direction:

- Approved to move forward on consent.
- Continue discussions related to former energy facility and keep board informed.

6. Marion County Health and Human Services Strategic Plan Review

-Ryan Matthews, and Katrina Griffith

Summary of Presentation:

- Near complete final department strategic plan:
 - Mission, vision, values, and four primary goals:
 - Deliver excellent customer service.
 - Address Community Health Improvement Plan (CHIP) priorities.
 - Promote access to services.
 - Support the workforce.
- Includes:
 - Short narrative sections.
 - Data on county demographics.
 - A "plan at a glance".
 - Goal specific strategies and measures.
- Ongoing work to improve:
 - Customer feedback processes.
 - Streamline internal housing related navigation.
 - Expand access points.
 - Support mobile services.
- Workforce initiatives:
 - Improving onboarding.
 - Providing professional development opportunities.
 - Recognizing staff through new awards.
- Commissioners focused on several detailed items:
 - Proposed Peer Engagement in Methamphetamine Overdose Reduction with Contingency Management (PEER-CM) harm reduction model for pregnant individuals:
 - Tied to grant through Oregon Health & Science (OHSU)/National Institutes of Health (NIH).
 - Funding does not appear likely.
 - Program names and desire to review content and evidence base:
 - Guiding Good Choices.

- New Drug Talk Oregon.
- Power of Social Connection.
- Service navigation video for those with Serious and Persistent Mental Illness (SPMI).
- Screen for loneliness and connect individuals to relevant resources:
 - Ensure commitments are realistic and meaningful.
- Use current population data for Marion County:
 - Align figure with the county website.

Board Direction:

- General support for Health and Human Services Strategic Plan, subject to revisions.
- Direct Ryan Matthews, Katrina Griffith, and the planning team to:
 - Remove or revise PEER-CM harm reduction involving pregnant individuals:
 - If underlying funding not proceeding so work not occurring is listed
 - Provide documentation/curricula for:
 - Guiding Good Choices.
 - New Drug Talk Oregon.
 - Power of Social Connection.
 - SPMI navigation video:
 - Engage family of people with SPMI in design process.
 - Incorporate their experience and feedback.
 - Clarify the loneliness screening objective:
 - Primary commitment to screening is realistic and implementable.
 - Relevant resources backed by referral framework and partnership.
 - Develop concept for loneliness screening tool and workflow:
 - Drawing on behavioral health expertise and models like SBIRT.
- Verify Marion County population figure:
 - Work with county web staff to align figure with any updated official number.
- Bring a revised version plan for board approval once changes are made.

7. Consider Proclamation – National Public Health Week, April 6th-12th, 2026

-Kailey Knospe, and Wendy Zieker

Summary of Presentation:

- Public Health staff requested proclamation recognizing National Public Health week.
- The theme is “Building a Healthier Tomorrow”:
 - Prevention.
 - Environmental protection.
 - Emergency preparedness.
 - Healthier habits.
- Internal and external recognition:
 - All-staff presentation.
 - Social media highlights.
 - Newsletter communication.
 - Staff recognition display.
- Show upstream prevention:
 - Public health work prevents downstream crises.

Board Direction:

- Approved to move forward.

8. Sole Source Determination – Environmental Systems Research Institute (ESRI)

-Gary Christofferson

- Status of county’s GIS platform, which is built on ESRI software.
- County accessed ESRI under state price agreement intended for state agencies:

- Arrangement is no longer suitable for the county's needs.
- Need to move to direct contract with ESRI:
 - Vendors rely on ESRI or do not give an equivalent enterprise level platform.
- Prior Request for Information (RFI) did not produce viable alternatives.
- Contract term length practice is shorter base terms with renewal options.

Board Direction:

- Approved to move forward.
- Gary Christofferson and Sandra to:
 - Draft sole source determination for review and signature.
 - Negotiate contract with terms consistent with prior pricing and expectations.
 - Structure contract with 3-year base term and options to extend.

9. Update and Support the Teller Cloud Point of Sale (POS) System

-Jeff White

Summary of Presentation:

- Teller point of sale system:
 - Used since 2015 for payments in departments without internal POS function.
- Integrate with new ERP:
 - County must upgrade to Teller's cloud-based version.
 - County is the last remaining on premises customer.
- Includes estimated \$139,000 one-time upgrade cost:
 - About \$80,000 annually for Software as Service, with minor annual increases.
- Some optional hardware may be purchased later but needs and pricing unknown:
 - Check scanners and cash drawers.
- Important to continue accepting checks for county services, including property taxes.

Board Direction:

- Approved to move forward.
- Staff:
 - Use 3-year contract term with no automatic renewal:
 - Allow later reevaluation of POS options.
 - Exclude estimated equipment costs (e.g., check scanners, electronic cash drawers) from the initial contract.
 - Return contract amendment if specific hardware needs are identified.
- Confirm departments continue accepting checks until board provides other direction.

10. Legislative Update

-Alvin Klausen

Summary of Presentation:

- N/A

Board Direction:

- N/A

11. Board Session

- **March 11, 2026 – Agenda**
- **March 18, 2026 – Preview Agenda**
- **March 25, 2026**

-Commissioner Colm Willis

Summary of Presentation:

- Remove Parkdale Park agenda item.

Board Direction:

- Good with update.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE**Commissioner Danielle Bethell**

- N/A

Commissioner Kevin Cameron

- N/A

Commissioner Colm Willis

- N/A

Other**Radio System Project Update & Funding Clarification**

-Brian Nicholas

Summary of Presentation:

- Current construction contract includes 7 sites:
 - METCOM 9-1-1:
 - Civil work done.
 - Waiting on prefabricated shelter.
 - Crooked Finger Road:
 - Concrete done.
 - Tower delivered and to be erected by end of week.
 - McCulloch Mountain:
 - Final foundation pour this week.
 - Tower to be erected in about 2 weeks.
 - Lower Prospect (South Salem):
 - Final concrete pour this week.
 - Tower to be erected in about 2 weeks.
 - Anderson-Pierce-Wonderly (APW) (above Gates / North Fork corridor):
 - Groundbreaking next week and road access already improved.
 - Whipper and House Mountain:
 - To break ground after APW.
- Separate package of minor work at 6 sites will go out via RFP:
 - RFP advertisement starts tomorrow for 3 weeks.
 - Target completion by end of July, aligned with main project.
- Tower climbing work unresolved and behind schedule:
 - Tait installs equipment inside shelters.
 - County must secure a tower climbing contractor for antennas on towers.
 - Options:
 - Issue separate competitive contract.
 - Amend existing construction contract:
 - Exceed 25% increase and require special board approval.
 - Need to choose a path this week to avoid schedule impacts.

Board Direction:

- Decide to competitively procure tower climbing contractor or amend current contract.
- If amendment is chosen and exceeds threshold, bring to board with justification.

Adjourned – time: 10:44 a.m.

Minutes by: Mary Vityukova

Reviewed by: Gary L. White