



MARION COUNTY BOARD OF COMMISSIONERS
MANAGEMENT UPDATE

Minutes

Tuesday, June 23, 2026, 9:30 a.m. – 11:30 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: Chris Eppley, Matt Lawyer, Toni Whitler, Gary White, Jon Heynan, Trevor Lane, Kendall Hall and Jonathan Sanford.

Legal Counsel: Steve Elzinga and Andrew Mittendorf.

Business Office: Tamra Goettsch, William White, and Wes Miller.

District Attorney: Paige Clarkson, Brendan Murphy, and Jacqueline Osborne.

Information Technology (IT): Gary Christofferon.

Public Works: Brian Nicholas Brandon Reich, Lani Radtke, Kent Inman, Austin Barnes, and Tsige Woldegiorgis.

Health and Human Services (HHS): Troy Gregg, Debbie Wells, Rhett Martin, Phil Blean, and Lyndsie Schwarz.

Sheriff's Office: Nick Hunter, Jeremy Landers, Mike Hartford, and Jacob Ramsey

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

Informational

1. Initial Board Review Sheriff's Office

- **Evidence Building Conference Room Furniture**
- **Sole Source Procurement to TEK84 Body Scanners Services**
- **Proclamation National Pretrial, Probation & Parole Supervision Week**

-Sheriff Nick Hunter, Tamra Goettsch, Commander Jacob Ramsey, Commander Mike Hartford

Summary of Presentation:

- Evidence Building Conference Room Furniture:
 - Purchase higher-cost, embroidered conference room chairs.
 - Align with existing Sheriff's Office branding.
 - Maintain a professional, consistent appearance across facilities.
- Sole Source Procurement to TEK84 Body Scanners Services:
 - Three-year agreement.
 - For body scanner maintenance, warranty, and radiation testing.
- Proclamation National Pretrial, Probation & Parole Supervision Week:
 - Annual proclamation of Pretrial, Probation and Parole Supervision Week.
 - During the third full week of July.

Board Direction:

- Evidence Building Conference Room Furniture:
 - Proceed.
- Sole Source Procurement to TEK84 Body Scanners Services:

- Proceed on consent.
- Proclamation National Pretrial, Probation & Parole Supervision Week:
 - Proceed.

2. Initial Board Review Public Works

- **Survey Equipment Purchase**
- **American Rescue Plan Act (ARPA) North Santiam Canyon Sewer Project Guaranteed Maximum Price (GMP) Amendment with Slayden Constructors, Inc.**

-Kent Inman, Lani Radtke, and Brian Nicholas

Summary of Presentation:

- Survey Equipment Purchase:
 - Add third modern GPS survey unit and accessories.
 - Support expanded field staff and increase efficiency in corner restoration and surveying work.
- ARPA, North Santiam Canyon Sewer Project GMP Amendment with Slayden Constructors, Inc.:
 - Amend Construction Manager/General Contractor (CMGC) contract to add work for Alder Street sewer improvements, Kanes Marina, and commercial septic system at old Cedar's property.
 - Funded in existing Capital Improvement Projects (CIPs) and ARPA allocations.

Board Direction:

- Survey Equipment Purchase:
 - Proceed.
- ARPA North Santiam Canyon Sewer Project GMP Amendment with Slayden Constructors Inc:
 - Proceed.

3. Land Use Case Tribe Notification

-Brandon Reich

Summary of Presentation:

- Use of state rule requiring notification of local tribes for certain land use actions:
 - From the Department of Land Conservation and Development
- Scope:
 - Notification required for applications that may involve ground disturbance:
 - Foundations, septic potential, road work.
 - Applies to land use process.
- Process:
 - When land use application is received, Planning will:
 - Notify local tribes as part of its standard agency notice process.
 - Allow tribes comment regarding cultural or archaeological resources.
 - If a tribe submits comments:
 - Planning must forward those comments to applicant.
 - Planning notify applicant comments received:
 - Offer to arrange meeting with applicant and tribe.
 - Planning staff available to participate.
- Rule is primarily "consider and recommend":
 - Not required to adopt tribal requested conditions as part of land use decision.
 - May impose conditions when information states safety concerns or hazards.
- Draft standard letter to applicants will:
 - Explain that tribal comments were received.
 - Encourage applicants to work directly with tribes.
 - Offer county participation in discussions.

Board Direction:

- Approved to move forward.

4. PowerPoint Presentation at Land Use Hearings

-Brandon Reich & Austin Barnes

Summary of Presentation:

- Planning requested Board guidance regarding PowerPoint use at:
 - Board of Commissioners land use hearings.
 - Hearings Officer proceedings.
 - Planning Commission hearings.
- Issues identified:
 - IT review required before external digital files are loaded to county systems.
 - Parties often submit PowerPoints shortly before hearings:
 - Not leaving enough time for IT security review or integration.
 - Content on screen sometimes does not match version previously submitted:
 - Complicating records for appeals.
 - Multiple parties may submit separate PowerPoints:
 - Logistical complexity.
 - Strain on staff time in land use context.
- Proposed approach:
 - Accept files only if submitted at least two weeks before hearing.
 - Otherwise, in-hearing alternatives:
 - May bring physical copies to distribute and use during testimony.
 - Parties may bring and operate their own computers and projectors:
 - As long as they do not need integration with county IT systems.
 - Encourage PDF versions of visual materials:
 - Posted online.
 - Entered easily into the record.
 - Viewed by participants without technical risk.
- Legal Counsel stated requiring two-week submission deadline is workable.

Board Direction:

- Approved to move forward.

5. Initial Board Review HHS

- **Secure Transport Services**

-Debbie Wells

Summary of Presentation:

- Secure Transport Services:
 - Extend and increase funding for secure transport contract with Metro West.
 - For Aid and Assist individuals going from Oregon State Hospital (OSH) to secure residential treatment facilities.
 - Add \$150,000

Board Direction:

- Secure Transport Services:
 - Proceed.

6. Contract Amendment #6 with Advanced Security, Inc. for Unarmed Security & Patrol Services

-Rhett Martin

Summary of Presentation:

- Remove all Beverly Avenue locations from contract:

- County is moving out of those facilities at the end of July.
- Officers previously split their day:
 - Mornings at Beverlys, mid-day at Center Street, then back to Beverlys.
 - Coverage will shift to full-day presence at Center Street.
- Incidents at Center Street show that continuous security presence is beneficial:
 - Officers currently patrol entire Center Street campus and viewed as effective.
- Contract term and funding:
 - Extend contract term to December 31, 2028.
 - Add \$1,650,000 to contract to fund services through the extended term.

Board Direction:

- Approved to move forward on consent.

7. Non-Oregon Health Plan (OHP) Community Residential Assistance-Class-Specific Special Procurement

-Phil Blea

Summary of Presentation:

- Special procurement for non-OHP community residential assistance contracts:
 - Covers adult foster homes, secure residential treatment homes, and other residential programs serving adults and young adults.
- Population served:
 - Uninsured or underinsured.
 - Not currently eligible for Medicaid.
 - Have exhausted Medicaid benefits.
 - Meet criteria for Citizens/Alien Waived Medical or similar limited coverage.
 - Have limited or no income.
 - Require services pursuant to:
 - Court orders.
 - Psychiatric Security Review Board (PSRB) orders.
 - Other legal authority.
- Operational context:
 - Pass-through dollars required under county’s County Financial Assistance Agreement (CFAA):
 - State behavioral health contract.
 - Marion County does not control where individuals are placed:
 - State or other agencies place individuals in licensed county homes.
 - Once placed in a licensed home located in Marion County:
 - County to have funding contracts with providers for service payment.
- Historical practice:
 - Before 2025, contracts were done individually taking 3–6 months to execute:
 - Resulted in delays and significant frustration among providers.
 - Shifted to special procurement for this service class to streamline contracting.
- Current performance:
 - In last year 59 individuals served under this arrangement:
 - Only one was from outside the county.
 - 36 were Aid and Assist individuals and 10 were other categories.
 - Provide breakdown of how many met Citizens/Alien Waived Medical or similar criteria versus other funding pathways.
- Continue and expand class-specific contracting approach for the residential services.

Board Direction:

- Approved to move forward.

8. Initial Board Review District Attorney (DA) Office

- **Interpreting Services**

-Brendan Murphy, and Jacqueline Osborne

Summary of Presentation:

- Interpreting Services:
 - Multiple contracts under state Department of Administrative Services (DAS) pricing agreement.
 - Secure additional court-certified interpreters, due to shortages and prior payments exceeding informal thresholds

Board Direction:

- Interpreting Services:
 - Proceed.

9. Special Procurement for Occupation Medicine & Pre-Employment Screening

-Tamra Goettsch

Summary of Presentation:

- Request for special procurement to secure occupational medicine services:
 - Drug testing.
 - Pre-employment physicals.
 - Other occupational medicine services required for county employees.
- Five-year Request for Proposal (RFP) ended with three unqualified submissions:
 - One proposal exceeded page limit:
 - 86 pages vs. 25-page limit.
 - Another vendor had no offices in Marion County.
 - The third failed to meet other specified requirements.
- Previously:
 - One key vendor only offered drug testing:
 - Did not qualify under comprehensive RFP five years ago.
 - Biomed was outside RFP:
 - Only direct appointment up to \$10,000/year without formal procurement.
 - Actual usage exceeded limit, requiring prior approvals to go beyond \$10,000.
- Proposed path:
 - Contract with multiple qualifying vendors in Marion County.
 - Avoid service gaps and limitations caused by previous RFP requirements.
- Board questions:
 - \$10,000 threshold as limit for direct appointment without competitive procurement.
 - Recent RFP allowed bidding on multiple categories:
 - Biomed did not submit despite being eligible under revised structure.

Board Direction:

- Approved to move forward.

10. Juvenile Fresh Start Market Remodel

-Tamra Goettsch

Summary of Presentation:

- Remodel project at Juvenile Department's Fresh Start Market.
- Scope:
 - Bring the kitchen up to current codes and improve layout to better support services.
 - Work includes:
 - Additional sinks.
 - Installation of a dishwasher.

- Reconfiguration of counters.
- Other related improvements.
- Procurement:
 - Project went through Invitation to Bid (ITB) process.
 - Bids were competitive.
 - Only \$10,000–\$15,000 difference between lowest three bids.
 - Recommended contractor is Kaufman Construction.
- Budget and schedule:
 - Contract amount is about \$222,959.
 - Project included in CIP and within available budget.
 - Work is scheduled to occur within specified fall window.

Board Direction:

- Approved to move forward on consent.

11. Juvenile Detention Roof Top Unit Replacement

-Tamra Goettsch

Summary of Presentation:

- Heating, Ventilation, and Air Conditioning (HVAC) rooftop unit replacement project at the Juvenile Detention Center.
- Current condition:
 - About 85–90% of units are original from 2005 when building was constructed.
 - Units have been heavily repaired over time but are at the end of useful life.
- Project plan:
 - Replace all remaining older rooftop units at once.
 - Units installed during court addition/remodel are newer and will be retained.
 - Structural evaluation identified need for structural modifications:
 - New units are heavier.
 - Additional structural work is required to support them safely.
- Budget and timing:
 - Project is funded within CIP and costs are within budget.
 - Target installing mid-October to avoid peak heating/cooling loads.

Board Direction:

- Approved to move forward on consent.

12. Forestland Classification Committee

-Jonathan Sanford

Summary of Presentation:

- Draft materials to establish Forest Land Classification Committee for Marion County:
 - Review and classify forest lands to ensure:
 - Identification of lands to pay forest fire protection assessments.
 - Correction of situations:
 - Some properties are paying assessments but should not.
 - Others should be paying but currently are not.
- Legal background:
 - State law requires committee.
 - If county does not establish it, the state will conduct classification.
 - Committee composition:
 - Some appointed by State Forester, State Fire Marshal, Oregon State University (OSU).
 - County Board will appoint three local members.
- Materials presented:
 - Draft press releases and web postings for volunteer recruitment:

- Emphasize committee’s importance.
 - Draft supplemental questionnaire to get detailed background from applicants:
 - Experience with forestry and land management.
 - Draft bylaws, modeled from Washington County’s bylaws.
 - Only Commissioners, not committee chair, has authority to remove members.
- Note in draft bylaws referenced inserting clause about adherence to Marion County legislative policy:
 - Staff were unsure of specific intended language.

Board Direction:

- Coordinate with Legal Counsel if specific legislative policy clause is required.
- Commissioners review bylaws for additional feedback.
- Bylaws and materials refined and re-presented for Board approval.

13. Public Offsite Board Meeting

-Jonathan Sanford

Summary of Presentation:

- Options and decisions on offsite Board Session in Mt. Angel:
 - Related to contested matter involving the local fire district.
- Proposed venues:
 - Mt. Angel Fire Station.
 - Mt. Angel Fest Hall.
 - Mt. Angel Abbey.
- Date options considered:
 - Week of July 27–31 is the primary focus.
 - Week of August 3–7:
 - Not preferred due to proximity to August 14th ballot deadline.
- Strong preference for using Mt. Angel Fire Station:
 - Regular meeting location for fire district.
 - Adequate tables and chairs and familiar to the community.
 - Coordination with Capital Community Media indicates:
 - They can record and/or livestream meeting.
 - Bring portable Public Address (PA) system:
 - Manage internet connectivity via cellular if needed.
 - Legally county only required to keep minutes:
 - Recording/livestreaming is not mandated but may be provided.
- Offsite Board Session scheduled for:
 - Date: Monday, July 27.
 - Time: 6:00 p.m..
 - Location: Mt. Angel Fire Station.
 - Confirm there is no conflict with local city council meetings.
 - Confirm internet/PA arrangements with Capital Media and the district.
- Relationship to other meetings:
 - Regular Board Session on July 29th will still be held at normal location.
 - No Management Update scheduled for July 30th.

Board Direction:

- Approved to move forward.

14. Board Session

- **June 24, 2026 – Agenda**
- **July 1, 2026 – Draft Agenda**
- **July 8, 2026 – Draft Agenda**

-Commissioner Colm Willis

Summary of Presentation:

- Reviewed upcoming agenda.

Board Direction:

- Approved to move forward.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

Commissioner Danielle Bethell

- N/A

Commissioner Kevin Cameron

- N/A

Commissioner Colm Willis

- N/A

Other

Aid and Assist Deputy District Attorney (DDA) Position Funding Adjustment

-Troy Greg

Summary of Presentation:

- Follow-up item on Aid & Assist DDA position that serves the Aid & Assist population.
- Original Intergovernmental Agreement (IGA) amount from HHS was \$115,000.
- Request to increase funding to \$126,000:
 - To cover potential merit increases and other salary/benefit changes.
 - To avoid needing repeated Board approvals for minor annual adjustments.
- The agreement language also:
 - Clarifies 72% cap on local "out-of-pocket" responsibility for position's cost.
 - Is structured so this updated amount should be sufficient for several years.
- Funding is non-general fund, using dedicated Aid & Assist-related resources.

Board Direction:

- Approved to move forward on consent.

Scheduling for Next Week

-Commissioner Kevin Cameron, Commissioner Colm Willis, and Matt Lawyer.

Summary of Presentation:

- Commissioner Colm Willis will be out next week.
- Commissioners Cameron and Bethell will be at the conference.
- Will reschedule work session that is happening July 2nd.

Board Direction:

- Informational.

Bridge Investment Program Support Letter

-Jon Heynen

Summary of Presentation:

- Request for Board support of a U.S. Department of Transportation Bridge Investment Program grant application:
 - Request from Public Works
- Application covers six bridges across Marion County.
- Letter is a continuation of prior bridge program advocacy efforts by commissioners.

Board Direction:

- Approved to move forward

Adjourned – time: 10:50 a.m.

Minutes by: Mary Vityukova

Reviewed by: Gary L. White