



MARION COUNTY BOARD OF COMMISSIONERS  
MANAGEMENT UPDATE

Minutes

Tuesday, September 22, 2026, 9:30 a.m. – 11:30 a.m.  
Commissioners' Boardroom  
Courthouse Square, 555 Court St. NE, Suite 5231  
Salem, Oregon 97301

Attendance:

**Commissioners:** Colm Willis, Danielle Bethell and Kevin Cameron.

**Board's Office:** Matt Lawyer, Jon Heynen, Alvin Klausen, Trevor Lane, Jonathan Sanford, and Cameron Russell.

**Community and Economic Development:** Kelli Weese, and Steve Dickey.

**Finance:** Toby Giddings, Sandra Fixsen, and John Carlson.

**Health and Human Services (HHS):** Troy Gregg, Carol Heard, Kristina Ballow, Alisa Zastoupil, and Lisette Cervantes Almonte.

**Information Technology (IT):** Steve Brooks.

**Human Resources (HR):** Lori Klemson and Sherry Linter.

**Legal:** Jennifer Rogers, Michelle Teed, and Andrew Mittendorf.

**Public Works (PW):** Brian Nicholas, Lani Radtke, Kevin Thompson, Chris Trussell, Max Hepburn, Shane Ottosen, Tsige Woldegiorgis, and Ryan Crowther.

**Sheriff's Office (SO):** Sheriff Nick Hunter, Commander Wilkinson, Commander Hartford, and Commander Ramsey.

**Guest:** Kathy Rogers.

**Jan Rae Neighborhood:** Linda Potts.

Commissioner Colm Willis called the meeting to order at 9:30 a.m.

Informational

**1. Initial Board Review – Multiple Items**

**1.a. Contract Amendment #6 with Oxford House, Inc for Subsidized Housing for Lead and Community Corrections Clients**

– Commander Mike Hartford

**Summary of Discussion:**

Request amendment to existing price agreement. Add \$40,000 for the next fiscal year. Increasing available funds to subsidize housing for Measure 57 supervision, Law Enforcement Assisted Diversion (LEAD), and related community corrections clients. The County has contracted with Oxford House throughout his career.

**Initial Board Review:** PROCEED - Return to Management Update.

**Direction & Follow-Up:**

- Return to Management Update before Board Session – YES.
- **Task:** Return with contract before it proceeds to Board Session.  
**Assigned To:** Sheriff's Office.  
**Deadline/Timeline:** Before Board Session.

**1.b. Contract Integrated Support for Living, Inc. for Janitorial Services to Marion County Sheriff's Office (MCSO) Brooks Traffic Safety Building (TST) and Woodburn Offices**

– Commander Matt Wilkinson

**Summary of Discussion:**

Request approval to proceed with a three-year contract. An Oregon Forward program, to provide janitorial services at the Brooks TST and North District Office. Not-to-exceed amount of \$25,000 over three years. Covers scheduled cleanings at both locations. Twice a month at the Traffic Safety building and weekly at the North District Office.

**Initial Board Review:** PROCEED – Return to Management Update.

**Direction & Follow-Up:**

- Return to Management Update before Board Session – YES.
- **Task:** Return with contract before it proceeds to Board Session.

**Assigned To:** Sheriff's Office.

**Deadline/Timeline:** Before Board Session.

**1.c. Bureau of Justice Assistance FY 26 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Application**

— Commander Matt Wilkinson

**Summary of Discussion:**

Request to apply for a grant in the amount of \$16,375. This would fund additional training, defensive tactics equipment, and related program development. There is no County match requirement.

**Initial Board Review:** PROCEED – Return to Management Update.

**Direction & Follow-Up:**

- Return to Management Update before Board Session – YES.
- **Task:** Return with contract before it proceeds to Board Session.

**Assigned To:** Commander Matt Wilkinson.

**Deadline/Timeline:** Before Board Session.

**1.d. Project Closure Request for Parkdale Park Development Project**

— Brian Nicholas

**Summary of Discussion:**

American Rescue Plan Act (ARPA)-funded Parkdale Park development project is complete. Request approval to close project and return approximately \$18,517.75 in unspent ARPA funds to County's ARPA pool for reallocation. Commissioner Bethell does not support allowing funds to be absorbed into unrelated line items. Asked they be reserved for future Parkdale Park improvements. Staff (including the Chief Administrative Officer (CAO)) proposed converting remaining ARPA balances into general fund dollars. To a single, coordinated conversion near year-end, then reserving amount for Parkdale Park. Commissioners agreed in concept. Community members Kathy Rogers and Linda Potts spoke in favor of adding shade and trees at Parkdale Park. Commissioners supported scheduling a community conversation in spring 2027 to discuss park improvements, including shade options.

**Initial Board Review:** PROCEED – Return to Management Update.

**Direction & Follow-Up:**

- Return to Management Update before Board Session – YES.

- **Task:** Develop a plan for converting and reserving unspent funds for Parkdale Park improvements as part of County's broader ARPA conversion.  
**Assigned To:** Chris Eppley, in coordination with Finance and grants staff.  
**Deadline/Timeline:** Return with a plan within approximately the next week or so.
- **Task:** Raise proposed spring 2027 community conversation, including shade and tree options, with Jeff White and the grants manager.  
**Assigned To:** Chris Eppley.  
**Deadline/Timeline:** For a spring 2027 conversation.

### **1.e. Intergovernmental Agreement (IGA) with the City of Silverton – Building Inspection Services**

— Chris Trussell

#### **Summary of Discussion:**

Request to amend existing IGA with the City of Silverton for plan review and inspection services. Amendment changes from percentage-based rate to hourly fee structure and increases hourly rate from \$70 to \$85. Marion County holds building program authority in most cities. County provides certain inspection services where cities lack specialized staff, such as electrical. Commissioners clarified which cities have similar agreements and endorsed change.

**Initial Board Review:** PROCEED – Board Session.

#### **Direction & Follow-Up:**

- Board Session Placement – CONSENT.
- Return to Management Update Before Board Session – NO.

### **1.f. Contract Amendment #1 with David Evans and Associates, Inc. to Construct Safety Improvements on Ehlen Road and Butteville Road**

— Ryan Crowther

#### **Summary of Discussion:**

Add \$66,780.16 in design costs to the Ehlen Road/Butteville Road safety project. Additional work covers project management, extra survey, and relocation of electronic signs associated with a weigh station. Funds are fully covered by a federal All Roads Transportation Safety (ARTS) grant with no County match. Commissioners asked about the project schedule. Staff reported that right-of-way acquisition underway and design nearing completion, with construction timing still under review.

**Initial Board Review:** PROCEED – Administrative Approval.

#### **Direction & Follow-Up:**

- Administrative Approval – The amendment may be signed administratively and does not need to go to Board Session.

### **1.g. Contract Amendment #2 with HDR, Inc. for Required Specialty Sign Appraisals and Additional Budget**

— Ryan Crowther

#### **Summary of Discussion:**

Request amendment of \$6,280 to the HDR, Inc. contract. For the State Street project to fund specialty appraisals of certain signs located near right-of-way acquisitions. Appraisals are required to comply with federal rules and ensure fair compensation to affected property owners. Federal share will cover 89.73% of costs, leaving approximately \$645 for County.

**Initial Board Review:** PROCEED – Administrative Approval.

**Direction & Follow-Up:**

- Administrative Approval – The amendment may be signed administratively and does not need to go to Board Session.

**1.h. Contract Amendment #3 with Farline Bridge, Inc. for Improvements on Rambler Dr SE: Little Pudding River Bridge**

— Ryan Crowther

**Summary of Discussion:**

Public Works presented an amendment incorporating change orders for slope stabilization, additional aggregate and asphalt quantities, and repairs to a water-quality bioswale. The total change-order cost is \$119,536.84 and remains within the original grant funding. Staff described the work as the final phase of the project.

**Initial Board Review:** PROCEED – Board Session.

**Direction & Follow-Up:**

- Board Session Placement – CONSENT.
- Return to Management Update Before Board Session – NO.

**1.i. Marion County Local Bridge Program Grant Application**

— Ryan Crowther

**Summary of Discussion:**

Outlined proposed application package for next round of Oregon Department of Transportation (ODOT) local bridge grants. Using ODOT-provided priority lists and prior funding thresholds. Staff recommended applying for grants for several bridges, including:

Monitor-McKee Road over Pudding River.

Rosebud Lane over Sidney Ditch.

Brush Creek Road at Silver Creek.

Golf Club Road over Mill Creek.

Commissioners supported recommended list.

**Initial Board Review:** PROCEED – Return to Management Update.

**Direction & Follow-Up:**

- Return to Management Update Before Board Session – YES.
- **Task:** Return with the grant materials before they proceed to Board Session.  
**Assigned To:** Ryan Crowther.  
**Deadline/Timeline:** Before Board Session.

**1.j. Contract Amendment #2 with K&E Excavating, Inc. for North Fork Slide Stabilization – Slide 2 on North Fork Rd SE**

— Ryan Crowther

**Summary of Discussion:**

During North Fork Road slide stabilization project, contractors encountered unexpected subsurface conditions. Including historic slide debris and organics, requiring removal and replacement of approximately 10,000 additional cubic yards of soil with rock buttress material. Proposed amendment increases K&E Excavating contract by just over \$600,000. Remains within original grant budget due to contingency and a competitive bid. Fix resolves stability issue and eliminates exposed failing slopes.

**Initial Board Review:** PROCEED – Board Session.

**Direction & Follow-Up:**

- Board Session Placement – CONSENT.
- Return to Management Update Before Board Session – NO.
- **Task:** Finalize amendment amount following negotiation completion with K&E Excavating.

**Assigned To:** Ryan Crowther.

**Deadline/Timeline:** Before Board Session.

**1.k. IGA with ODOT for Improvements Along River Road/French Prairie Road**

— Ryan Crowther

**Summary of Discussion:**

ARTS-funded safety improvements along River Road and French Prairie Road. Including centerline rumble strips and recessed pavement markers. IGA allows County to begin design work. Commissioners supported project.

**Initial Board Review:** PROCEED – Board Session.

**Direction & Follow-Up:**

- Board Session Placement – ACTION.
- Return to Management Update Before Board Session – NO

**1.l. Marion County Radio Project – Eagle Crest Tower Space Lease Agreement with Polk County**

— Brian Nicholas

**Summary of Discussion:**

Support Marion County's radio system upgrades. Agreement amount is approximately \$154,000 and needed so antennas can be installed beginning next month. One of several remaining site agreements necessary to complete radio project. Commissioners agreed to move forward.

**Initial Board Review:** PROCEED – Board Session.

**Direction & Follow-Up:**

- Board Session Placement – CONSENT.
- Return to Management Update Before Board Session – NO.

**1.m. Public Health Emergency Preparedness Program Workplan and Budget**

— Alisa Zastoupil, Carol Heard

**Summary of Discussion:**

Annual workplan and budget for the Public Health Emergency Preparedness (PHEP) program under Oregon Health Authority (OHA) Program Element 12. Plan funds staff positions, exercises (at least one required per year, typically two), and preparedness activities. Including training related to functional needs and higher-support populations. Commissioner Bethell concerned that plan and operational roles of Local Public Health Authority had not been fully reviewed with Board. Request an in-depth discussion of comprehensive plan and lessons from relevant conferences.

**Initial Board Review:** PROCEED.

**Direction & Follow-Up:**

- **Task:** Schedule PHEP comprehensive plan and workplan review at quarterly HHS meeting.

**Assigned To:** Alisa Zastoupil, Troy Gregg & Carol Head.

**Deadline/Timeline:** Before summer 2027.

### **1.n. Subscription for Absorb Learning Management System Contract Extension**

— Lori Klemsen

#### **Summary of Discussion:**

Request one-year extension of County's Absorb Learning Management System subscription, which ends November 30<sup>th</sup>. Extension will cost \$57,160. Bridges period until County's new Fusion system is operational. HR explored shorter-term contract but found it would be more expensive. One-year extension preserves access during transition and any troubleshooting period. Commissioners agreed system is needed.

**Initial Board Review:** PROCEED – Board Session.

#### **Direction & Follow-Up:**

- Board Session Placement – CONSENT.

### **1.o. Insurance Broker and Consulting Service**

— Lori Klemsen

#### **Summary of Discussion:**

Request approval to exercise remaining one-year extension option on Brown and Brown insurance broker contract for \$117,655. After year, Plan to conduct Request for Procurement (RFP) to explore other brokers. Commissioner Bethell supported the extension and directed that the County conduct an RFP for the following contract cycle. She also said the Board should review the broker's services before that cycle.

**Initial Board Review:** PROCEED – Board Session.

#### **Direction & Follow-Up:**

- Board Session Placement – CONSENT.
- **Task:** Conduct RFP for insurance broker consulting services for cycle following one-year.  
**Assigned To:** Lori Klemsen.  
**Deadline/Timeline:** During the next contract year.

### **1.p. Canopy/Revive Contract for Employee Assistance Program Services**

— Lori Klemsen

#### **Summary of Discussion:**

Proposal for new two-year contract with Canopy (formerly Revive) for Employee Assistance Program (EAP) services. Total cost of \$150,000 for 2027–2028. Utilization is approximately 14%, with usage spikes around holidays. Commissioners concerned about relatively low utilization and whether services match employee needs. Commissioner Bethell requested a survey of employees, better promotion of services (including possible in-person outreach and HR business partner engagement), and review of provider's obligations to market services. Board asked HR to determine if one-year contract possible instead of two years and provide data on services and utilization. If a one-year option is feasible, staff may proceed directly to consent. Otherwise, staff should return with options.

**Initial Board Review:** Proceed – Board Session.

#### **Direction & Follow-Up:**

- Board Session Placement – Consent:
  - If a one-year term is available.
- Return to Management Update Before Board Session – YES:
  - If one-year modification is not possible.

- NO, if a one-year modification is available and can go to consent directly
- **Task:** Determine if current Canopy contract can be modified for a single year. If yes, prepare for consent. If not return with available options.  
**Assigned To:** Lori Klemsen.  
**Deadline/Timeline:** December 31, 2026.
- **Task:** Provide five-year summary of EAP services and utilization, including seminars, trainings, and coaching delivered under Canopy contract.  
**Assigned To:** Lori Klemsen.  
**Deadline/Timeline:** Not specified.

#### **1.q. Countywide RFP for Interpreter and Translation Services**

— Toby Giddings

##### **Summary of Discussion:**

Finance proposed developing a countywide RFP for interpreter and translation services to reduce duplicative procurements and establish master agreements for participating departments. Commissioners supported concept and emphasized that RFP should address distinct legal, healthcare, American Sign Language (ASL), and general-language requirements. The Board also asked Finance to develop a method to allocate the staff time and costs of coordinating shared procurements among participating departments.

**Initial Board Review:** PROCEED – Return to Management Update.

##### **Direction & Follow-Up:**

- Return to Management Update Before Board Session – Yes.
- **Task:** Develop proposed countywide RFP and return with contract materials before Board Session.  
**Assigned To:** Toby Giddings / Finance.  
**Deadline/Timeline:** Before Board Session.
- **Task:** Develop a method for allocating Finance staff time for shared-service contracting among participating departments.  
**Assigned To:** Finance.  
**Deadline/Timeline:** Not specified.

#### **1.r. Cedar Restaurant Commercial Septic Grant Agreement**

— Brian Nicholas

##### **Summary of Discussion:**

Public Works reported that Oregon Department of Environmental Quality (DEQ) had issued the commercial septic permit for Cedar Restaurant and that the grant agreement needed revisions to reflect the permit conditions and related costs, including expedited equipment fees. Staff said the installer could be allowed until November 20<sup>th</sup> to submit the final invoice. The Board directed that the revised agreement be placed on September 30<sup>th</sup> Board Session consent agenda.

**Initial Board Review Outcome:** PROCEED – Board Session.

##### **Direction & Follow-Up:**

- Board Session Placement – CONSENT
- **Task:** Finalize the grant agreement revisions required by the DEQ permit and submit the item for Board Session.  
**Assigned To:** Brian Nicholas  
**Deadline/Timeline:** September 30, 2026; installer's final invoice due approximately November 20

## **2. Summit Correctional Food Services**

-Commander Jacob Ramsey

### **Summary of Discussion:**

Request approval to enter into contract with Summit Correctional Services to provide commissary goods and manage trust fund accounts for Adults in Custody (AIC) at the jail. Vendor will supply food, hygiene items, and other commissary products and pay County commission on gross sales. Commissioners reviewed example pricing and noted that contract terms require prices to be aligned with local convenience store rates rather than bulk grocery pricing.

### **Direction & Follow-Up:**

- Board Session Placement – CONSENT.

## **3. North Santiam Park County Opportunity Grant Resolution to Apply**

-Ryan Crowther

### **Summary of Discussion:**

Public Works reported that the grant application requires a Board resolution authorizing the County to apply and that the application deadline is October 1. Commissioners supported moving forward with the resolution.

### **Direction & Follow-Up:**

- Board Session Placement – CONSENT.
- **Task:** Prepare and submit the required resolution and grant application.  
**Assigned To:** Ryan Crowther/Public Works.  
**Deadline/Timeline:** By October 1, 2026.

## **4. North Santiam Canyon Sewer Project, Project Delivery Agreement with Mill City**

-Brian Nicholas

### **Summary of Discussion:**

Public Works presented the project delivery agreement with Mill City for the sewer project, under which the County will administer project funding and delivery, and the City will take ownership and responsibility for operating the new facility. The agreement addresses project funding, decommissioning the existing facility, and Mill City's obligation to receive and process Gates wastewater. Staff said the City was recruiting an operator, and that County-funded operating support could continue through approximately February. A survival clause was to be added to ensure specified obligations, including the County's post-construction non-responsibility, remain effective after the agreement ends.

### **Direction & Follow-Up:**

- Board Session Placement – ACTION.
- **Task:** Add survival clause and finalize project delivery agreement for Board Session.  
**Assigned To:** Brian Nicholas and Legal Counsel.  
**Deadline/Timeline:** October 7, 2026.

## **5. Purchase of Glass Beads for Striping of County Roads**

-Brian Nicholas

### **Summary of Discussion:**

Public Works presented a purchase-order amendment to authorize sufficient glass beads for county road striping through the 2027 striping season. Commissioners supported moving the amendment forward.

### **Direction & Follow-Up:**

- Board Session Placement – CONSENT.

## **6. Contract with Bridgeway Community Health for Residential Substance Use Disorder (SUD) Treatment and/or Detoxification Services**

-Carol Heard

### **Summary of Discussion:**

Health and Human Services reported that two rounds of an RFP for residential substance-use-disorder treatment and detoxification services produced only one response, from Bridgeway Community Health, despite outreach to local providers. The proposed one-year contract is for up to \$200,000 and would serve eligible clients referred by County programs. Commissioners supported moving the contract forward and requested a future discussion with local providers about why they did not apply, what barriers exist, and what would help them participate.

### **Direction & Follow-Up:**

- Board Session Placement – CONSENT.
- **Task:** Provide Board with prior-year spending and client-utilization data for this funding category.  
**Assigned To:** Health and Human Services.  
**Deadline/Timeline:** Not specified.
- **Task:** Arrange a spring discussion with local providers about RFP participation, barriers, and service capacity.  
**Assigned To:** Health and Human Services.  
**Deadline/Timeline:** Spring 2027.

## **7. Request for Authorization of Contract with LocumTenens.com, LLC for Medical Temporary Personnel**

-Troy Gregg and Debbie Wells

### **Summary of Discussion:**

Health and Human Services requested authorization for a three-year contract, with options to extend up to five years, for temporary licensed medical providers. Staff said the primary need has been in Adult Behavioral Health and that three locum providers were currently serving County programs. Recruitment for permanent providers remains ongoing, and the proposed contract offers improved buyout terms.

### **Direction & Follow-Up:**

- Board Session Placement – CONSENT.

## **8. Memorandum of Understanding (MOU) with Mid-Valley Treatment for Crisis Services**

-Troy Gregg and Debbie Wells

### **Summary of Discussion:**

Health and Human Services presented an MOU. Related to crisis services and transfers from secure residential treatment facilities to a hospital. Specifically, when a person cannot safely remain at the facility. Staff said the agreement would be similar to the existing Jory House MOU and discussed the limited historical number of such transfers. Commissioners raised concerns about transport responsibility and costs, including whether the provider could be billed, and discussed the broader implications of State Hospital discharges to community facilities. Commissioner Willis requested the applicable CFAA contract and local-plan language for review.

### **Direction & Follow-Up:**

- **Board Session Placement – ACTION**

- **Task:** Determine whether the treatment provider can be billed for transportation when a client must be transferred from the facility to a hospital and report the available options.  
**Assigned To:** Debbie Wells  
**Deadline/Timeline:** Not specified
- **Task:** Provide Commissioner Willis with the relevant CFAA contract and local-plan language concerning transport responsibilities.  
**Assigned To:** Health and Human Services / Legal Counsel  
**Deadline/Timeline:** Not specified

## **9. PacificSource Medicare Service Agreement Amendment #1**

-Troy Gregg

### **Summary of Discussion:**

Staff presented a proposed \$100,000 increase to the agreement's incoming-funds limit to reflect higher-than-anticipated billable services. Commissioner Willis objected to language providing for automatic annual renewal and requested a fixed expiration date instead. Staff agreed to revise the amendment and bring it forward for consent.

### **Direction & Follow-Up:**

- **Board Session Placement – CONSENT.**
- **Task:** Replace the automatic-renewal language with a fixed expiration date and route the revised amendment for consent.  
**Assigned To:** Troy Gregg, in coordination with Legal Counsel.  
**Deadline/Timeline:** Before Board approval.

## **10. November Property Auction List, Overview and Board Order**

-John Carlson

### **Summary of Discussion:**

Staff presented three tax-foreclosed properties for auction on November 17<sup>th</sup>:

5193 Center Street, 2020 Talbot Road.

306 Thistle Down Lane in Gates.

2020 Talbot Road

Under the applicable post-*Tyler v. Hennepin* requirements, minimum bids are based on recoverable County expenses, and proceeds above those expenses are subject to distribution through the state process. The Board supported proceeding with the auction. Separately, the Board directed that a driveway parcel be withheld from auction while legal options and risks are reviewed; the owner is to be notified. The Board also reaffirmed the prior direction to proceed with the removal process for a noncompliant contract occupant after staff reported unsuccessful efforts to obtain a response.

### **Direction & Follow-Up:**

- **Board Session Placement – CONSENT.**
- **Task:** Conduct the auction of the three identified properties and complete required transactions.  
**Assigned To:** John Carlson / Property Management.  
**Deadline/Timeline:** Auction scheduled for November 17, 2026; transactions to be completed before Thanksgiving.
- **Task:** Notify the driveway parcel owner that the auction has been postponed and that the County will follow up.  
**Assigned To:** John Carlson / Property Management  
**Deadline/Timeline:** Not specified
- **Task:** Arrange an executive-session briefing on legal and disposition options for the driveway parcel.

**Assigned To:** Legal Counsel / Board's Office

**Deadline/Timeline:** Not specified

- **Task:** Continue the directed process regarding the noncompliant contract occupant and coordinate with the right-of-way assistance team.

**Assigned To:** John Carlson / Property Management

**Deadline/Timeline:** Not specified

## **11. Legislative Update**

-Alvin Klausen

### **Summary of Discussion:**

Alvin Klausen presented a request for County employee Danny Brown, an onsite water and wastewater specialist, to appear on the Make It Clear: Why Can't You Just Flush and Forget? podcast. The proposed discussion would cover wastewater regulation and productive relationships between regulators and the people they work with. The Board reacted favorably.

## **12. Board Session**

- **September 23, 2026 – Agenda**
- **September 30, 2026 – Agenda Draft**

-Commissioner Colm Willis

### **Summary of Discussion:**

Briefly reviewed upcoming Board Session agendas. Commissioner Willis noted he will be absent from the following week's Board Session due to serving as a chaperone at his child's school event. Commissioner Cameron is expected to attend next week's Board Session, ensuring a quorum.

## COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATES

### **Commissioner Danielle Bethell**

- Leaving for New Jersey for a presentation at a conference.

### **Commissioner Kevin Cameron**

- N/A

### **Commissioner Colm Willis**

- N/A

## **Other**

### **13. Contract with Redwood Toxicology Laboratory**

-Troy Gregg and Carol Heard

### **Summary of Discussion:**

Staff discussed the Redwood Toxicology Laboratory contract for urinalysis services and noted that prices had increased. Commissioners questioned the rising cost and whether the County should test the market, including local laboratory capacity. Staff stated that current administrative rules require urinalysis for the applicable programs.

### **Direction & Follow-Up:**

- **Board Session Placement – CONSENT**
- **Task:** Send Alvin Klausen applicable Oregon Administrative Rules concerning required urinalysis testing.  
**Assigned To:** Carol Heard.  
**Deadline/Timeline:** Not specified.

- **Task:** Review procurement alternatives, including the possibility of an RFP and local laboratory capacity.  
**Assigned To:** Troy Gregg / Procurement.  
**Deadline/Timeline:** Not specified.

#### **14. Fusion/Colocation IGA Project Review**

-Gary Christofferson and Steve Brooks

##### **Summary of Discussion:**

Information Technology described a proposed IGA with the State Data Center for colocation of County data-center services. The agreement was not included in the meeting packet, and the Board did not approve it to proceed. Commissioners requested the agreement for review before further discussion.

##### **Direction & Follow-Up:**

- **Task:** Send the IGA to Commissioner Willis and Jonathan for review and arrange a follow-up discussion.  
**Assigned To:** Steve Brooks.  
**Deadline/Timeline:** Not specified.

#### **15. Forestland Classification Committee**

-Commissioners

##### **Summary of Discussion:**

The Board discussed two vacancies on the Forestland Classification Committee and reviewed an application from Caleb Brown. Commissioners expressed support for his application and asked that the Farm Bureau be contacted to identify additional candidates. The Board's Office proposed bringing the committee's formal establishment and appointments together at a future Board Session.

##### **Direction & Follow-Up:**

- **Task:** Contact the Farm Bureau, provide information about the vacancies, and request candidates.  
**Assigned To:** Board's Office.  
**Deadline/Timeline:** Before or at the Farm Bureau's next meeting.
- **Task:** Prepare a board order to establish the committee and bring forward Caleb Brown and any additional applicants for appointment.  
**Assigned To:** Board's Office  
**Deadline/Timeline:** At a future Board Session.

**Adjourned** – time: 11:20 a.m.

**Minutes by:** Mary Vityukova

**Reviewed by:** Gary L. White