



O R E G O N

MARION COUNTY BOARD OF COMMISSIONERS

Management Update Summary Minutes

June 17, 2025. 9:30 AM

Courthouse Square, 555 Court St. NE, Salem
5th Floor, Suite 5232, Commissioners Board Room

ATTENDANCE:

Commissioners: Kevin Cameron, and Danielle Bethell.

Board's Office: Alvin Klausen, Heather Inyama, Trevor Lane, Toni Whitler, Matt Lawyer, and Jon Heynen.

Sheriff's Office: Mike Hartford.

Legal Counsel: Steven Elzinga.

Public Works: Chris Einmo, Brian May, Kevin Thompson, and Brian Nicholas.

Health and Human Services: Karin Perkins.

Human Resources: Sherry Linter.

Community Services: Steve Dickey, Sarah Couley, and Kelli Weese.

Commissioner Danielle Bethell called the meeting to order at 9:31 a.m.

INFORMATIONAL:

1. Contract with Pathfinders of Oregon for Justice Reinvestment Services

-Commander Mike Hartford

Summary of Presentation:

- Combines two existing contracts into one.
- Funding sources:
 - Justice Reinvestment Program - Criminal Justice Commission (CJC).
 - Inmate Welfare Fund.
- Specific services:
 - Peer support mentoring.
 - Transition from jail to community.
 - Cognitive behavioral therapy.
- Staffing is 6.61 Full-Time Equivalent (FTE):
 - Peer support specialists (including bilingual).
 - Facilitators (including bilingual).
- The contract duration is through June 2027.
- Total contract value is \$1,204,134.

Board Direction:

- Approved to move forward.

2. Proclamation for National Pretrial, Probation & Parole Supervision Week, July 20-26th, 2025

-Commander Mike Hartford

Summary of Presentation:

- Annual recognition.
- Included the pre-trial representatives to the existing celebration.
- Aims to highlight the work of probation and parole officers.
- Including Juvenile.

Board Direction:

- Approved to move forward.

3. Parks Commission Update

-Kevin Thompson

Summary of Presentation:

- Significant decline in parks commissioners.
- Specific changes:
 - Removed Steven Staton for multiple unexcused absences.
 - Wayne Rollins reappointed to maintain minimum membership.
- Proposed Bylaw Modifications:
 - Reduce minimum commissioners from 7 to 5.
 - Reduce maximum commissioners from 11 to 7.
 - Clarify attendance requirements of 3 unexcused absences per year.
- Current meeting frequency: Every other month:
 - There are 6 meetings annually.

Board Direction:

- Approved to move forward.
- Look for recruits from various areas.

4. Contract Early Work Amendment #1 with Slayden for Brooks-Hopmere Water Improvement Project

-Chris Einmo

Summary of Presentation:

- Project Details:
 - Water campus required to provide fire flow.
 - Storage tank.
 - Booster pump station.
 - Chlorine treatment.
- The location is North side of Brooklake Road.
- Amendment Details:
 - Add \$581,000 to the existing contract.
 - Procure long-lead electrical equipment.
 - The total contract value is \$762,000
- Long-lead equipment procurement:
 - Electrical and controls gear.
 - Backup generator.
 - Pumps.
- The procurement timeline is up to one year for some industrial equipment.

Board Direction:

- Approved to move forward.

5. Contract Amendment #5 with Keller Associates for Brooks-Hopmere Water Improvement Project

-Chris Einmo

Summary of Presentation:

- Transition from design to construction phase services.
- The current estimated contract value is \$1.7 million.
- Services include:
 - Reviewing submittals.
 - Handling Requests for Information (RFIs).
 - Coordinating with contractors.
 - Generating project bills and close-out documents.
- Staffing Strategy:
 - Balance county staff involvement.
 - Reduce consultant hours.
 - Potentially save on overall project costs.

Board Direction:

- Approved to move forward:
 - With flexibility for future adjustments.

6. Cost of Service Analysis Work Session Agenda Planning

-Brian May

Summary of Presentation:

- Three-hour work session.
- Participants include Chris Bell and Associates.
- Discussion Topics:
 - Reporting process.
 - Responsibilities of Hunters Association.
 - County responsibilities.
 - Rate of return.
 - Forecasting methods.
 - Seven-year planning role.
- Potential Process Improvements:
 - Explore "coastal light" reporting method.
 - Increase transparency and accuracy.

Board Direction:

- Approved to move forward.

7. Consider Appointments for Intellectual and Development Disabilities Advisory Committee

- **Kathy Schnebly, Chair**
- **Michelle Silbernagel, Vice Chair**

-Karin Perkins

Summary of Presentation:

- Kathy Schnebly Appointment Details:
 - Long-time member since 2017.
 - The current term ends June 30.
 - Reapplying for four-year term.

- Background: Retired Special Education Recreation Therapist.
- Former Family Mental Health Counselor.
- Private consultant specializing in intellectual and developmental disabilities.
- Michelle Silbernagel Background:
 - Independent consultant.
 - Business SilverNail NW.
 - Provides consulting for IDD service providers.
 - Behavior consultant.
 - Has a nephew receiving services.
 - Actively advocates for service improvements.
- Current Committee Challenges:
 - Difficulty recruiting members.
 - Seeking self-advocates and family members.
 - Lost a long-time self-advocate member recently.

Board Direction:

- Approved to move forward.
- Use community events for recruitment.

8. IGA Amendment #13 with OHA to Add Funds to Non-OHP Community and Residential Assistance

-Ryan Matthews

Summary of Presentation:

- The purpose is to increase contract to cover payments for non-Medicaid beds.
- Funding mechanism is reimbursement-based.
- Adjusts contract based on actual placements and insurance status.

Board Direction:

- Approved to move forward.

9. IGA Amendment #14 with OHA Add Funds to Her Place

-Ryan Matthews

Summary of Presentation:

- Secured funding of \$500,000.
- Flexible funding service element.
- The service type is outpatient substance use treatment.
- This is for the operation of Her Place.
- Serves women with children.
- No strict limitations on client type.

Board Direction:

- Approved to move forward.

10. Contract with Santiam Memorial Hospital for Construction of Ambulance Bay

-Steve Dickey

Summary of Presentation:

- Redirected from Resiliency Center Project.
- The funding comes from the 2024 Annual Action Plan.
- The specific focus is the ambulance bay construction.
- The hospital has secured property:

- Majority of the construction funding is in place.
- The expiration date of the contract is June 30, 2027.
- Additional Considerations:
 - Recent hospital merger complications.
 - Need for comprehensive budget documentation.

Board Direction:

- Approved to move forward.

11. HYB Non-Profit Support for Food Truck Purchase from Emergent Economic Opportunity Program Funding

-Sara Coutley

Summary of Presentation:

- Nonprofit focusing on at-risk youth intervention.
- Serves approximately 500 people monthly.
- Current catering services operate from a church kitchen.
- Proposed food truck for expanded community outreach.
- Target populations:
 - Adolescents affiliated with gangs.
 - Young fathers.
 - At-risk youth.
- Program Components:
 - Catering services.
 - Work experience for teenage participants.
 - Counseling and support groups.
 - Connections with juvenile probation.
 - Mentorship for young fathers.
- Funding Request:
 - Seeking \$30,000-\$50,000.
 - To purchase a food truck.
- Intended uses:
 - High school event catering.
 - Community engagement.
 - Expanded service delivery.

Board Direction:

- Approved to move forward.

12. 2025-2026 CDBG/HOME Annual Action Plan Public Hearing and Action for July 9, 2025

-Steve Dickey

Summary of Presentation:

- Catholic Community Services:
 - \$225,000 (facility renovation).
- Marion and Polk Food Share:
 - \$300,000 (facility expansion).
- Marion County Homeowner Rehabilitation Program:
 - \$398,070 (residential rehabilitation).
- Family Building Blocks:
 - \$100,000 (operational support).

- Liberty House:
 - \$113,016 (North Marion County expansion).
- Program Administration:
 - \$284,023.
- Home Buyer Assistance Loan Program:
 - \$370,820.
- Community Housing Development Organization (CHDO) Set-Aside:
 - \$96,682 (October)
- Housing Development Set-Aside:
 - \$74,180.
- Valor Mentoring:
 - \$150,000 (coffee shop/vocational training).
- Submission Details:
 - Public Hearing on July 9, 2025.
 - Submission Deadline is July 11, 2025.
 - US Department of Housing and Urban Development (HUD) System Preparation Completed.
 - New HUD representative engaged.

Board Direction:

- Approved to move forward.

13. Legislative Update

-Alvin Klausen

Summary of Presentation:

- Transportation, civil commitment, aid and assist bills:
 - Commissioner Danielle Bethell testified.
- Marion County Public Works Letter of Support:
 - Letter of support for the US Department of Transportation.
 - For safety corridor McKay/Yergen and Ehlen Roads:
 - Safety medians and protected left turn lane.
 - Federal grant that requires letter of support.
- Court Care:
 - Run by non-profit Marion County Lawyers Charitable Corporation.
 - Grant from Oregon Community Foundation for two years of operation.
 - Asking legislature for \$500,000 for two more years of operation.
 - Offered to meet with the commissioners if interested.
 - Recommended bifurcating bill components.
- Cherriots Letters of Support:
 - South Salem Transit Center:
 - US Department of Transportation Grant.
 - Security for the Del Webb facility:
 - US Department of Transportation Grant.
 - Transportation and Growth Management program:
 - Oregon Department of Transportation Grant (ODOT).

Board Direction:

- Marion County Public Works Letter of Support:
 - Approved.
- Cherriots Letter of Support:

- South Salem Transit Center:
 - Commissioners Bethell and Cameron support.
- Security for the Del Webb facility:
 - All three commissioners' support.
- Transportation and Growth Management program:
 - Commissioner Cameron supports.

14. Board Session Agenda Review

-Commissioner Danielle Bethell

Summary of Presentation:

- Overview of board session 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

Veterans Service Office (VSO) Program Update

Gary White

Summary of Presentation:

- Met with Andrew from Courtney Place:
 - Potential relocation to current building.
 - Possible rent or support accommodations.
 - Timing aligned with current contract expiration.
- Current Contract Details:
 - Two-year contract with Mid-Willamette Valley.
 - The contract ends in June 2026.
 - Potential Request for Proposal (RFP) in spring 2026.
- Potential Relocation Considerations:
 - Explore the cost of supplementing rent.
 - Compare costs of:
 - Downstairs location.
 - Moving to Health and Human Services.
 - Estimated additional cost: \$80,000-\$100,000 annually.
- Space and Location Challenges:
 - Community Services space renovation timeline.
 - Third floor renovation expected completion is March 2026.
 - First floor space has existing issues:
 - Mouse problem because of the proximity to garbage area.

Board Direction:

- Good with the update.
- Move needs to happen as soon as possible.

Hazard Tree Project and Gates Property

Matt Lawyers

Summary of Presentation:

- Letters sent out to potential participants.
- Received two phone calls:
 - One was for an inquiry about reimbursement from work done three years ago.
 - Does not qualify but will be sent to the committee.
- The City of Detroit completed additional tree work totaling \$3,700.
- Minimal inquiries received.

Gates Property Challenges:

- Project currently on hold.
- Survey and property boundary issues identified.
- Concerns about:
 - Unauthorized property use.
 - Potential false ownership claims.
 - Scope creep in project planning.
 - Historical right-of-way complications
 - Potential misuse of property by local residents
 - Professional surveyor (Kent) raised multiple red flags

Potential Roadblocks:

- Complex property records
- Potential legal complications
- Residents' perceived ownership rights
- Surveyor's professional caution

Urgent Considerations:

- Five years post-fire
- Critical need for housing reconstruction
- Minimize bureaucratic delays
- Balance thorough investigation with project momentum

Board Direction:

- Ensure that potential participants of the hazard tree project are aware.
- Gates property project needs to be expedited.

Adjourned – time: 10:51 a.m.

Minutes by: Mary Vityukova

Reviewed by: Gary L. White