



O R E G O N

MARION COUNTY BOARD OF COMMISSIONERS

Management Update Summary Minutes

September 02, 2025. 9:30 AM

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

ATTENDANCE:

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

Board's Office: Trevor Lane, Gary White, Matt Lawyer, Toni Whitler, Heather Inyama, and Chris Eppley.

Legal Counsel: Steven Elzinga, and Scott Norris

Sheriff's Office: Jacob Ramsey.

Public Works: Brian Nicholas, Dennis Mansfield, Stehpanie Pulvers, Ryan Crowther, Brian May, and Brandon Reich.

Health and Human Services: Katrina Griffith, Ryan Matthews, and John Kubasak.

Jan Fritz called the meeting to order at 9:32 a.m.

INFORMATIONAL:

1. Jail-Based Medications for Opioid Use Disorder

-Commander Jacob Ramsey

Summary of Presentation:

- Grant received in January 2025:
 - For jail-based medicated opioid use disorder treatment.
- Initial plan to purchase medications through Correct RX:
 - Problematic due to patient-specific prescription requirements.
- Proposal to create a purchase order with Henry Schein for \$153,720 to buy 400 Brixadi injections:
 - Can be purchased in bulk and stored for up to three years.
- Weekly injections are more effective for the jail population:
 - Reducing diversion compared to pills.
- Pills are still kept for those who cannot or do not want injections:
 - Or for transition purposes.
- Injections are significantly more expensive (\$400 per injection vs. \$15 per pill):
 - Reduce diversion and improve treatment compliance.
- Security protocols are in place for medication storage:
 - Access limited to nursing staff.

Board Direction:

- Approved to move forward.

2. Wildfire Hazard Map Update – SB 83 (2025)

-Brandon Reich

Summary of Presentation:

- Recent legislation removed the requirement for wildfire hazard mapping and associated building code requirements.
- The map still exists but is no longer applicable for replacement dwellings or accessory dwelling units (ADUs).
- County code does not currently require adoption of the new wildfire code for ADUs:
 - Staff recommends not adopting it at this time.
- Many residents are voluntarily complying with wildfire hardening measures:
 - Supported by grant programs.
- Future adoption of the code would require the county to identify specific areas for application.

Board Direction:

- Good with the update.

3. Release Septic Easements

-Brandon Reich

Summary of Presentation:

- Process for releasing county-held septic system easements when no longer required.
- The county acts as an agent for Oregon Department of Environmental Quality (DEQ) in managing the septic program:
 - Quit claim its interest in easements when a two-party easement is established.
- Process aims to expedite property sales and clear title issues for property owners.
- Discussed whether releases should come to the board for approval or be delegated to the Public Works Director.

Board Direction:

- Approved to move forward on consent:
 - Public Works Director as signatory for septic system easement quit claim deeds.
- Implement process to notify board by email before any quitclaim is signed.

4. Marion County Radio Project Update

-Brian Nicholas

Summary of Presentation:

- Update on user fee methodology for the county radio system:
 - Input from the Technical Advisory Committee (TAC).
- Law enforcement uses radios more intensively than fire agencies:
 - Proposed multiplier for user fees.
- Proposal to move a flat fee structure with a 3% annual increase cap.
- Financial scenarios presented for each case agency participation:
 - Best Case Scenario:
 - Maximum agency participation with higher radio counts.
 - Operating budget set at \$1.1 million.
 - User fees are distributed across more agencies, reducing the per-agency cost.
 - Financially stable with all anticipated users joining the system.

- Intermediate Case Scenario:
 - Moderate agency participation:
 - Some agencies may reduce their radio counts.
 - Operating budget reduced to \$980,000.
 - User fees are calculated based on a realistic estimate of likely agency buy-in and radio usage.
 - Closer to balancing the budget, assuming additional funds are secured for user radios.
- Worst Case Scenario:
 - Only most committed agencies participate:
 - With the lowest radio counts.
 - Operating budget is \$980,000.
 - User fees are spread across fewer agencies, increasing the per-agency cost.
 - Financial viability is more challenging, but the county has enough funds to cover the radios for these agencies.
- Need to create a dedicated fund for radio project revenues and expenses.

Board Direction:

- Approved to present the proposed user fee plan to the METCOM user board.
- Begin process to establish a dedicated fund for the radio project:
 - With a future board resolution.

5. Review of Draft Municipal Separate Storm Sewer System (MS4) Phase II Permit

-Stephanie Pulvers

Summary of Presentation:

- Review of draft MS4 permit:
 - Still in the rulemaking process and not yet open for public comment.
- Major changes include:
 - Expansion of the stormwater management area.
 - New data requirements for winter operations.
 - One-time industrial site screening.
- Concerns about:
 - Unfunded mandates.
 - Increased regulatory burden.
 - Need for legal review.
- Skepticism about the rationale for expansion and the impact on county operations.

Board Direction:

- Legal counsel to review the draft permit for unfunded mandates and areas for potential pushback.
- Communicate to DEQ that the county is evaluating the draft and may submit comments:
 - Request delay in public comment period if needed.
- Collaborate with relevant associations and partners to coordinate feedback and advocacy.

6. North Fork Road Guardrail Improvements Intergovernmental Agreement (IGA)

-Ryan Crowther

Summary of Presentation:

- IGA with Oregon Department of Transportation (ODOT) for a federally funded guardrail improvement project on North Fork Road.
- Project is 100% federally funded, with over \$2 million awarded for preliminary engineering and future construction.
- Security of federal funding and the risk of “claw back”.

Board Direction:

- Move forward with the IGA for preliminary engineering.
- Staff to confirm with federal and state contacts regarding funding security and report back to the board.

7. Ambulance Service Area (ASA) Committee Appointments

-John Kubasak, Katrina Griffith

Summary of Presentation:

- Plan to revisit additional appointments and bylaw revisions in November
- Recent retirements and membership changes:
 - Sean Baird, a long-serving member from Marion County ASA Woodburn Ambulance, is retiring and moving on to contract lobbying work.
 - Rebecca from Turner Fire has also recently retired.
- New applicants and proposed appointments:
 - Tim Morris from Marion County Fire District (recently met with committee members).
 - Toni Grimes with Woodburn Ambulance (longstanding working relationship with the county).
 - Jordan Dona, new Fire Chief with Turner Fire, has applied and has 13 years as a volunteer and 10 years as a paid employee at Turner Fire.
- Proposed terms:
 - All three candidates are proposed to fulfill existing terms through January 31, 2027.
 - Toni Grimes’ term is suggested to start at the beginning of 2026, as Sean Baird will serve through the end of 2025.
- Committee process and future planning:
 - Four additional appointments will be needed at the end of January 2026.
 - Bylaws will be reviewed and potentially updated at the three-year mark, with feedback to be gathered at the next ASA meeting in November.
 - Chair and vice chair positions will be up for appointment in 2026.
 - Anticipation of possible rulemaking changes related to ambulance service areas.
- Recognition:
 - Plans to recognize Sean Baird for his long service, possibly with commemorative items from the juvenile department.
- Polk County’s involvement:
 - - Polk County has the smallest ASA in Marion County (ASA 10, less than five square miles).

Board Direction:

- Approve the three proposed appointments.
- Schedule a work session or management update in November for additional appointments and bylaw review.

8. Public Health Oregon Health Authority (OHA) IGA

-Wendy Zieker

- Amendment to the public health IGA with OHA:
 - \$1,200 for infection prevention training (a new program element).
 - Adds \$104,000 for immunization services (PE 4301), which is in line with historical base funding.
- Funding supports the immunizations coordinator and related outreach activities.
- The amendment does not cover the administration of immunizations but rather supports program coordination and related activities.
- Perinatal Hepatitis B prevention is included:
 - Case investigation and working with pregnant individuals who test positive for Hepatitis B to prevent transmission to the child.
 - Only a handful of such cases occur each year.
- Reference to OIP Bridge COVID Immunization Cooperative Agreements:
 - No current COVID funds in the contract.
 - Previous attempts to distribute these funds through RFPs were unsuccessful.
 - Any unspent COVID funds were returned.
- No new problematic contract language was identified in this amendment.

Board Direction:

- Approve the amendment and place on consent agenda.
- Continue to monitor any future contract language changes.

9. ODHS Intellectual & Developmental Disabilities IGA

-Karin Perkins

Summary of Presentation:

- Update provided on the IGA with Oregon Department of Human Services (ODHS) for IDD services.
- Previously presented but was pulled for language changes requested by ODHS.
- The main change was in terminology:
 - Section previously titled "Service Equity" is now "Service Integrity for All."
 - References to "service equity action plans" and "service equity assessments" were changed to "action plan" and "assessment."
- Changes made to better align with federal Medicaid requirements and avoid jeopardizing ongoing funding.
- No changes to funding amounts or the core terms of the contract.
- The contract size and scope:
 - \$41 million for the biennium comes directly to the county.
 - County oversees plans for approximately \$500 million annually when including all treatment providers in the IDD system.
 - Funding is a mix of state general fund and Medicaid match (about two-thirds Medicaid).
- The contract is considered massive compared to others:
 - Reflects scale of the IDD system.

Board Direction

- Approved to move forward on consent.
- Monitor for further changes in state or federal requirements.

10. Establish a Petty Cash Fund for Marion County Human Resources

-Sherry Downs, Jessica Paler

Summary of Presentation:

- Establish a \$100 petty cash fund for the Human Resources (HR) department.
- Purpose is to reimburse employees for parking expenses:
 - Removal of free parking by the City of Salem.
- Petty cash fund will be available to HR employees and any county employee needing reimbursement for parking.
- Reimbursement process:
 - Employees must fill out a form and provide a receipt to receive reimbursement.
 - Standard county reimbursement procedures will apply.
- Discussion on practicality:
 - Skepticism about filling out forms for small amounts but the process is still easier than using a card for every transaction.
 - Employees can use change for parking meters, but the petty cash fund provides an alternative for those who need it.

Board Direction:

- Approve establishment of the petty cash fund.
- Implement standard reimbursement procedures.

11. Constitution Week Proclamation

-Gary White

Summary of Presentation:

- Annual proclamation recognizing Constitution Week:
 - September 17–23.
- Brought forward in partnership with the Daughters of the American Revolution.
- Will be presented at the September 17 board meeting.
- The purpose is to observe and recognize the importance of the U.S. Constitution, in line with national observance.

Board Direction:

- Approved to move forward.

12. Legislative Update

-Alvin Klausen

Summary of Presentation:

- Will be voting on transportation package at a later time:
 - Unable to vote because Representative Mark Meek was not there.

Board Direction:

- Send a letter of opposition for the two current bills.

13. 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

Allocation of Funds Timeline

Commissioner Danielle Bethell

Summary of Presentation:

- Inquiry about the timeline for board feedback on allocation of the first phase of \$500,000 grant funding.
- Plan to discuss allocation at the next Board of Commissioners (BOC) meeting:
 - Then will have a meeting with the Sheriff.

Board Direction:

- Have a BOC meeting regarding allocation.

Request from Salem City Club

Commissioner Danielle Bethell

Summary of Presentation:

- Asked if the board would like to participate in a joint meeting with Polk County Board of Commissioners.
- Discuss federal cuts and the long and short term impacts of this

Board Direction:

- The board declined to participate.

Public Comment for Upcoming Board Session

Commissioner Danielle Bethell

Summary of Presentation:

- Salem Resists will be at board session to provide public comment against the lawsuit.
- The Sheriff has been made aware.
- May need to limit public comment time as the agenda is pretty full.

Board Direction:

- Good with the update.

Adjourned – time: 10:52 a.m.

Minutes by: Mary Vityukova

Reviewed by: Gary L. White