



# Management Update Minutes

OREGON

**Tuesday, September 20, 2022, 9:30 a.m.**

Courthouse Square, 555 Court St. NE, Salem  
5th Floor, Suite 5231, Commissioners Boardroom

## ATTENDANCE:

Commissioners Kevin Cameron, Danielle Bethell, and Colm Willis, Jan Fritz, Chad Ball, Jessica Stanton, Tanisha Rosas, Matt Lawyer, Cody Waltermann, Scott Norris, Brian May, Lori Klemsen, Salvador Llerenas, Lindsey King, Brandon Reich, Jane Vetto, Brian Nicholas, Dennis Mansfield, and Shawnnell Fuentes as recorder.

Jan Fritz called the meeting to order at 9:30 a.m.

## INFORMATIONAL:

### **Update on the Salem-Keizer Recycling and Transfer Station Franchise Agreement**

-Brian May, Scott Norris

#### ***Summary of presentation:***

- The current agreement ends September 30, 2022; and
- The final agreement will be brought to the Board on September 28, 2022.

#### ***Board discussion:***

- The term of the agreement is 5 years, with 2 3-year extensions; and
- The county is able to get out of the agreement if the county fails to appropriate funds for the contract.

### **City of Salem Garbage Discount Program**

-Brian May

#### ***Summary of presentation:***

- The City of Salem offers a discount program on residential garbage collection within the city limits:
  - For elderly and disabled customers in single family residences meeting specific income requirements;
  - A third party non-profit determines eligibility;
  - Eligible individuals receive a utility discount for their sewer, and a 20 percent discount for their garbage collection;
  - There are approximately 500 customers receiving a discount under the program; and
  - The program is subsidized by residential customers paying regular rates.
- The City of Salem provides sewer service in the East Salem Service District (ESSD):

- Approximately 140 customers qualify for the sewer discount; and
- The garbage discount is not being offered.

**Board discussion:**

- Staff will look into what it would cost the county to offer the garbage discount.

**Urban Zone Change Criteria**

-Brandon Reich, Lindsey King

**Summary of presentation:**

- Following are some of the items planning staff will be looking at when reviewing urban zone change applications:
  - Type and distribution of housing units:
    - Type and affordability of homes:
      - If an apartment is being proposed, is it taking away an affordable single family home.
  - Character of the existing neighborhood:
    - If apartments are being proposed for a single family neighborhood, what are the potential impacts, and what are the solutions to mitigate those impacts.

**Replacing Third Party Administrator of C125 Benefit Cafeteria Plans**

-Lori Klemsen, Kathie Carter

**Summary of presentation:**

- Staff is recommending that the county change vendors to Consolidated Admin Services (CAS);
- Navia is the county's current vendor, and the county has had a lot of service issues;
- Three companies were reviewed to replace Navia;
- CAS uses the same platform that Navia uses;
- There will be increased access to reporting with CAS; and
- There will be a small savings with CAS.

**Board discussion:**

- CAS uses Healthcare Bank; and
- Goal is to have a three year contract.

OTHER:

Brian Nicholas:

- Staff is looking at all of the county's driveway standards, plus some other permitting issues:
  - Will bring to a future Management Update meeting.
- There is currently no defined appeal process, but there probably should be one.

## **Legislative Update**

-Tanisha Rosas

### **Summary of presentation:**

- This week is Legislative Days:
  - A schedule was emailed to the Commissioners, along with a list of the committees that Ms. Rosas will be monitoring; and
  - Commissioner Bethell has been asked to speak to the House Interim Special Committee on Wildfire Recovery.
- In the past department heads have not had to receive permission to have their staff testify at a legislative session.

### **Board discussion:**

- County employees must receive permission from the Commissioners to testify at a legislative session:
  - There is a policy that addresses this.

## **Communications Update**

-Jon Heynen

### **Summary of presentation:**

- Meeting with Public Works and the Sheriff's Office to have an after action communication debrief regarding the wildfire response;
- Inviting Project LTD to a future Management Update meeting so they can present their findings and next step recommendations on housing and homelessness communications;
- Department heads and front office staff have been briefed on how to respond if the Bay Area Transparency group shows up; and
- Filming the Marion County Reentry Initiative videos.

### **Board discussion:**

- Public communication during the wildfire was lacking, and needs to be improved for future events.

## **COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATES:**

Danielle Bethell:

- Did an interview with KMUZ on the navigation center, and the county's relationship with the City of Salem;
- Mr. Lawyer met with the Mill City Council to discuss placing tiny homes at the Federal Emergency Management Agency site;
- Met the new Salem city manager; and
- Met with Oregon Housing and Community Services to discuss wildfire recovery needs.

Kevin Cameron:

- Toured the Aurora Airport with Commissioner Willis;
- Attended the AWARE Food Bank ribbon cutting; and
- Met with the North Fork recreation group including the Parks Department, Public Works, Sheriff's Office, Forest Service, and Bureau of Land Management (BLM):

- State Forest did not participate; and
- Discussed when the roads would be reopened:
  - BLM is working on a lot of salvage harvest; and
  - Goal is to reopen July 1, 2023:
    - Parks in the area will probably not be ready, which could cause problems.

Colm Willis:

- Met with Brent Stevenson regarding Wilderness Park:
  - There are concerns that some of the costs of the maintenance of the park were being borne by the water control district; and
  - The water control district would like to understand what Marion County does to maintain its parks.

OTHER:

Lori Klemesen:

- Human Resources would like to pause the county culture committee:
  - The position is currently called the culture and engagement coordinator;
  - The position is being restructured, and will be called the workforce development coordinator:
    - There will be more focus on training, onboarding, new tools and resources for supervisors and managers, and compliance reporting.
  - The culture committee was started under a different Board, and was formed as a result of a survey that was done in 2018; and
  - Maybe do a new survey.

**Board discussion:**

- Commissioner Bethell is fine with pausing or terminating the culture committee:
  - She would like to see the 2018 survey.
- Commissioner Cameron would like a new survey to be done;
- There was no Human Resources Department when the original survey was done; and
- Ms. Fritz thinks that it would be good to pause the committee for approximately six months and do a survey in the spring.

Meeting adjourned at 10:37 a.m.

COMPLETED BY: **Betsy Orr**

*Reviewed by: Shawnnell Fuentes*