

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, July 19, 2017

9:00 a.m.

Courthouse Square  
555 Court Street NE  
Salem, OR 97305

**PRESENT:** Commissioner Sam Brentano, Commissioner Janet Carlson, and Commissioner Kevin Cameron. Also present were Scott Norris as county counsel and Kristy Witherell as recorder.

**ABSENT:** John Lattimer, Chief Administrative Officer

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

**PUBLIC COMMENT**

None.

**PRESENTATION**

*(Video Time 00:00:51)*

Marion County Health Department, Public Health Division's Annual Report. – Pam Hutchinson, Aryn Walker

**Summary of presentation: (See Attachment A)**

- Ms. Hutchinson presented the Public Health Division's annual report.

**Board discussion:**

- Income and education affects health outcomes;
- The data lags behind;
- The income level in Marion County is a lot lower than bordering counties;
- Marion County has four prisons, the state hospital, two juvenile institutions, and the second largest jail in the State of Oregon:
  - Studies done in the 1990's show that Marion County attracts families who have people in the institutions who have higher social needs;
  - Built a lot of programs for individuals in need in the area:
    - Who frequently stay and take advantage of the programs.
- The commissioners would like to have the Community Health Improvement Plan booklet updated and published every year;
- The health department has been trying to improve the social determinants with collaboration:
  - Obesity collaboration group;

- Prenatal care access group;
- New prevention manager has ideas to help individuals who suffer from depression;
- Tobacco prevention program:
  - Largely policy driven program.
- The commissioners would like the health department to come back for a work session to talk about strategies.

## CONSENT

*(Video Time 00:22:43)*

### DISTRICT ATTORNEY'S OFFICE

Approve Amendment #1 with Oregon Department of Justice to add \$43,885.01 to the STOP VAWA Formula Grant Program.

### JUSTICE COURT

Approve an order appointing Todd C. McCann and Jad Lemhouse as pro tem justice of the peace for the Marion County Justice Court.

### PUBLIC WORKS

Schedule a final consideration to adopt an administrative ordinance granting Zone Change/Comprehensive Plan Amendment (ZC/CP) 17-001/Sharabarin for July 26, 2017.

**MOTION:** Commissioner Cameron moved for approval of the consent agenda. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

## ACTION

*(Video Time 00:24:25)*

### BUSINESS SERVICES

1. Consider approval of the Purchase Order Agreement with Northside Electric for \$213,730 for replacement of the main electrical distribution panels at the Health Services Building. – Colleen Coons-Chaffins, Kevin Burton

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

- Found a state procurement on the cooperative website;
- Did a power study that confirmed that the main service panels are outdated and need to be updated:
  - Breakers will not stay engaged.
- Scheduled events of shut down;
- Will be done by December 31, 2017;
- Will start work in a month:
  - Building power will be shut off on a Friday and Saturday.
- PGE will have to turn off transformers in order to do the work;
- Have additional \$10,000 in the contract for staff pay;

- All three panels do not need to be replaced, which means it will be less expensive than previously thought;
- The work will be done over four weekends;
- The existing electrical panel will be removed and a new one will be replaced inside the box:
  - Pay more for equipment up front; and
  - Less labor.
- Backup generators will be on hand to handle any disruptions.

**MOTION:** Commissioner Carlson moved for approval of the Purchase Order Agreement with Northside Electric for \$213,730 for replacement of the main electrical distribution panels at the Health Services Building. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:31:49)*

## HEALTH

2. Consider approval of the Contract for Services with Premier Office Technologies, Inc. for \$300,000 to provide medical transcription services. – Scott Richards

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

- Currently contracts with six psychiatric nurse practitioners and four psychiatrists to provide medical services for adult behavioral health, children’s behavioral health, and the psychiatric crisis center;
- Services are documented by dictation;
- The psychiatrist and nurse practitioner dictate their notes on a handheld device, which is collected and submitted electronically to a transcription service:
  - Transcription services submit Word document back.
- Helps with efficiency;
- Health Department has had a contract with another transcription service for 10 years;
- Issued a Request for Proposals on June 1, 2017:
  - Received seven proposals;
  - Looked at staffing and management plans:
    - Health Insurance Portability and Accountability Act (HIPAA) policies;
    - Quality measures;
    - Accuracy; and
    - Technological capabilities.
  - Premier Technologies has 26 years of transcription experience.

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

- This is a three year contract; and
- A secure file transfer system is used that is HIPAA compliant.

**MOTION:** Commissioner Cameron moved for approval of the Contract for Services with Premier Office Technologies, Inc. for \$300,000 to provide medical transcription services. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

*(Video Time 00:39:53)*

## PUBLIC WORKS

3. Consider approval of a resolution in the matter of declaring a State of Emergency for repairs to River Road South. – Brian Nicholas, Scott Norris

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

- County has been maintaining an area of historic landslides on River Road South;
- On February 22, 2017, a landslide happened after heavy rain;
- Weeks before the event, the road had a sunken grade and pavement ruptures;
- In March 2017, Public Works submitted an application to Oregon Department of Transportation (ODOT) and Federal Highway Administration for funding to repair the road;
- In late May 2017, received approval for the project application:
  - This is an emergency response program;
  - Federal Highway Administration expects local agencies to expedite repairs once the application is approved; and
  - It is expected that local agencies use their emergency contracting rules.
- Have been approved for \$383,000 for repairs;
- Added county road funds as well to expand on the scope of the project;
- Federal Highway Administration has approved the following:
  - Sunken grade and pavement rupture repair;
  - North third of the landslide has created sunken grades that will be repaired; and
  - Original mudslide mass clean up.
- Public Works will fund repair of wash boarding of the road;
- Marion County was approved for emergency response funds:
  - 180-day expiration window; and
  - 100 percent reimbursement for construction.

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

- Won't be able to stabilize the entire landslide mass because of the size;
- Will add drain system to move water from slide mass:
  - Add a rock buttress.

**MOTION:** Commissioner Carlson moved for approval of a resolution in the matter of declaring a State of Emergency for repairs to River Road South. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 00:51:24)*

4. Consider approval of the Public Improvement Agreement with K & E Excavating, Inc. for \$525,030 to repair a portion of River Road South. – Brian Nicholas, Scott Norris & Camber Schlag

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

- Based on the Federal Highway Administration's inspection report defining the method of work as an emergency, Finance Department turned to the procurement rules under 40-

0150, Emergency Contracts, the board has accepted the declaration of emergency through a resolution;

- Had the opportunity to review the situation and access whether an emergency procurement is necessary;
- Public Works went through methods determining availability:
  - Capacity;
  - Experience;
  - Capability; and
  - Demonstrated experience of successful completion.
- K&E Excavation, Inc. was the best fit;
- Have established a contract through procurement rules;
- K&E has experience with working on ODOT projects:
  - Have equipment and capacity to do the project right now.

**MOTION:** Commissioner Cameron moved for approval of the Public Improvement Agreement with K & E Excavating, Inc. for \$525,030 to repair a portion of River Road South. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

*(Video Time 00:54:49)*

5. Consider approval of an ordinance amending the Marion County Mass Gathering Code, by emergency procedure. – Brandon Reich

***Summary of presentation:***

- Create a new option for an event organizer that holds a small mass gathering to have a permit good for five years;
- The first year the board would hold a public hearing and grant a permit good for the five years;
- Planning director will issue a renewal of the permit for years 2-5;
- Neighbors will be noticed of the event's renewal;
- If the event organizer does not meet conditions of approval or there was substantiated enforcement issues, the planning director will send the renewal back to the board for an new public hearing;
- Planning provided notice of the proposal to the agencies the county coordinates with on mass gathering:
  - No comments were received back on the proposed amendments.
- Marion County has not issued permits for large mass gatherings under the current code;
- Marion County has issued a number of permits for small mass gatherings, which are events of less than 3,000 people:
  - Some events occur every year and the event organizers have come to public hearings yearly; and
  - This amendment would give event organizers that hold repeat events a streamlined process.
- Two mass gathering permits have been issued this year; however, these amendments cannot apply to them this year due to this ordinance not being retroactive; and
- Staff recommends the amendments be approved.

***Board discussion:***

- The only change is to the five year renewal;
- First time event organizers can ask for a five year permit:
  - The board doesn't have to grant the full five years.

**MOTION:** Commissioner Carlson moved that the chair read the ordinance by title only twice. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

The chair read the ordinance by title only twice.

**MOTION:** Commissioner Carlson moved for approval of an ordinance amending the Marion County Mass Gathering Code, by emergency procedure. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

*(Video Time 01:02:00)*

6. Consider approval of an order establishing a fee of \$500 for a small mass gathering permit annual renewal. – Brandon Reich

***Summary of presentation:***

- The fee for the first year of a small mass gathering permit will be unchanged to \$2,500;
- Years 2-5 will be \$500 for renewal; and
- Staff recommends approval.

***Board discussion:***

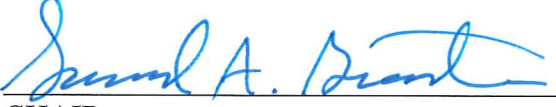
- Currently, event organizers are paying \$2,500 for each year:
  - This will save \$2,000 a year.

**MOTION:** Commissioner Cameron moved for approval of an order establishing a fee of \$500 for a small mass gathering permit annual renewal. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

**PUBLIC HEARINGS  
9:30 A.M.**

None.

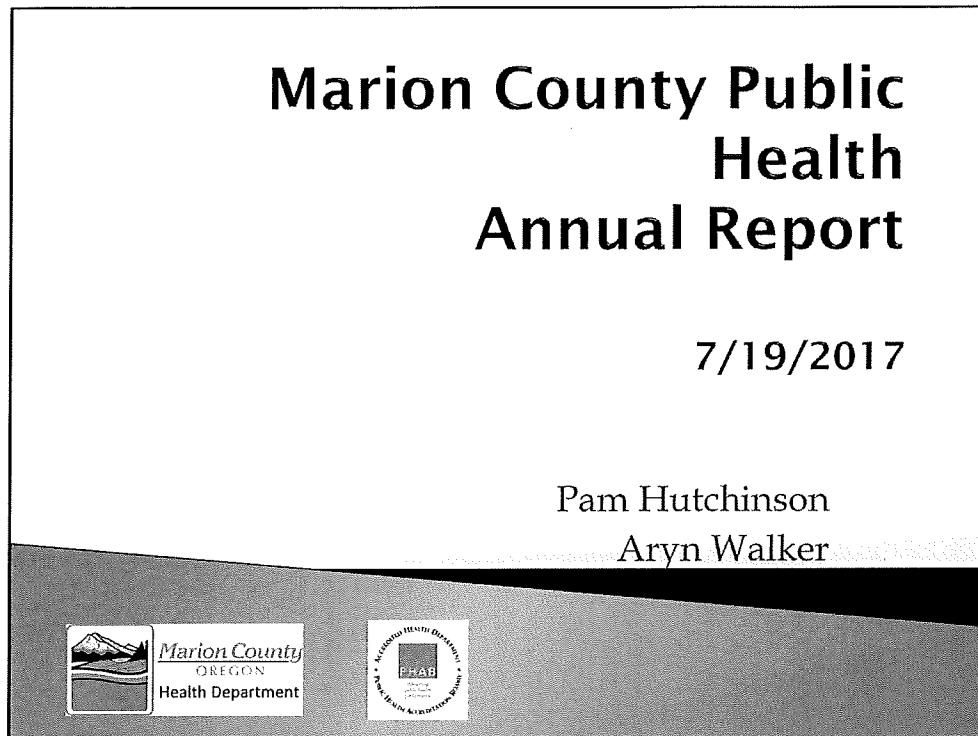
Commissioner Brentano read the calendar.  
Commissioner Brentano adjourned the meeting at 10:12 a.m.

  
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CHAIR

  
\_\_\_\_\_  
COMMISSIONER

  
\_\_\_\_\_  
COMMISSIONER

**Board Sessions can be viewed on-line at <http://www.youtube.com/watch?v=VYF8Y6U7178>.**



Good morning Commissioners

I'm Pam Hutchinson, Public Health Division Director for Marion County Health Department

With me is Aryn Walker, Public Health Epidemiologist

We are here to share some information about your public health department at work and provide an update on the community health assessment for Marion County.

Public health operates largely behind the scenes, - and we wanted to take this opportunity to inform you and the public about the works of the public health staff to protect the health and safety of Marion County residents.



# Public Health Vision for Marion County

*“Healthy people living, working and playing in  
healthy communities”*

Public health has a vision for the community, and to achieve that vision, we have identified four main priorities

## Public Health Priorities

1. Provide state mandated services
2. Maintain a competent and well-trained workforce
3. Collaborate with community partners
4. Promote health and prevent disease

Provide Mandated services -

- Investigation of communicable diseases
- Inspections of restaurants, public pools, water systems

Collecting and reporting health data for use in planning by us and partners

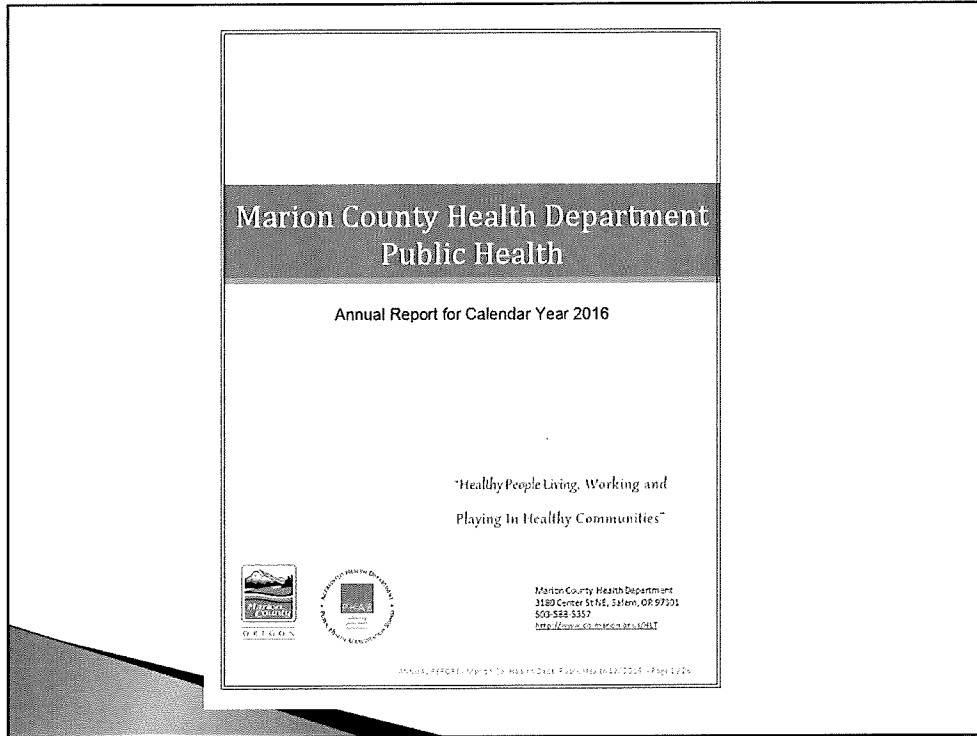
Maintain a competent and well-trained workforce

Collaborate with community partners to increase the effectiveness of our combined efforts – for example convene or participate on workgroups

- to increase access to first trimester prenatal care

Work to promote health and prevent disease,

- Provide TA - local cities - ordinance for tobacco free parks



Each spring we publish an annual report to highlight programs and services  
This report is posted on our website. We'll show the web address at the end of the  
presentation.

## Report Contents

- 10,083 client visits (non-WIC)
- 5626 Vaccines given
- 9674 WIC participants
- 3812 environmental health inspections (licensed facilities, schools, childcare)
- 36 Water system surveys
- 621 animal bites investigated
- 471 food handlers trained
- 94 food managers trained
- 57 Indoor Clean Air Act complaints (smoking)
- 2992 diseases reported
- 29 outbreaks investigated



- ▶ Health Service Counts
- ▶ Health topic profiles
- ▶ Performance management
- ▶ Modernization of Public Health in Oregon

Here is a brief summary of the report's contents

On the left is some data showing some of the services we provided in 2016

The arrow calls out food manager training

Food manager training is directly correlated with prevention of foodborne illness

Marion County Environmental Health trained more than half the managers trained in Oregon in 2015 and trained an additional 94 managers in 2016

On the right is a list of other items found in the report

There are two profiles of health topics of interest – mobile food units and Gonorrhea in Marion County

There is a description of some of the work we are doing to continuously evaluate and improve the services we provide

And towards the end of the report is an introduction to the modernization of public health in Oregon

The rules that will govern this work are in development, but basically local health departments will be required to assure four foundational programs:

Communicable Disease control

Prevention and health promotion

Environmental health

Access to clinical preventive services

Similar to existing requirements

Increasing emphasis on local public health authority role to assure efforts to protect and promote the health of the entire county

Decreasing emphasis on providing direct health care services

# Community Health Assessment

Marion County, Oregon (June 2017)



Marion County Health Department  
3180 Center St NE, Salem, OR 97301  
503-588-5337  
<http://www.co.marion.or.us/hd/>

## For more information

- ▶ To view the report or the assessment:

<http://www.co.marion.or.us/HLT/>

- ▶ Contact: [health@co.marion.or.us](mailto:health@co.marion.or.us)