

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, September 21, 2016

9:00 a.m.

Senator Hearing Room  
555 Court Street NE  
Salem, OR 97301

PRESENT: Commissioner Kevin Cameron, Commissioner Sam Brentano, Commissioner Janet Carlson. Also present were John Lattimer as chief administrative officer, Gloria Roy as county counsel and Kristy Witherell as recorder.

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

**PUBLIC COMMENT**

None.

*(Video Time 00:01:15)*

**MOTION:** Commissioner Brentano moved to add to the consent agenda approval for an order delegating authority to John Lattimer to sign contract documents, amendments and notices for the contract between Marion County and Bell and Howell, LLC. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.

**CONSENT**

*(Video Time 00:01:58)*

BOARD OF COMMISSIONERS

OLCC Application – Recommend Approval

Jade Garden/Jade Peace, Inc., 625 Lancaster Drive NE, Salem, OR

Approve an order delegating authority to John Lattimer to sign contract documents, amendments and notices for the contract between Marion County and Bell and Howell, LLC.

HEALTH

Approve an order appointing Roderick Calkins as the Health Department Compliance Officer for Marion County.

PUBLIC WORKS

Schedule a public hearing at the Salem Senior Center, 2615 Portland Road NE, Salem for October 12, 2016 at 6:00 p.m. for consideration of concurring in an amendment to the Salem-Keizer Urban Growth Boundary.

## SHERIFF'S OFFICE

Approve Amendment #3 to the Contract for Services with Keefe Commissary Network to reinstate the contract and extend through June 30, 2017.

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

## **ACTION**

*(Video Time 00:03:10)*

## BUSINESS SERVICES

1. Consider approval of the Contract for Services with Elogic Learning, LLC in the amount of \$160,000 to provide a Learning Management System for tracking and reporting on employee training. – Stacy Vrooman, Colleen Coons-Chaffins

### ***Summary of Presentation:***

- Allows county to effectively track, provide and issue employee training;
- Updates current capabilities to a more technologically advanced system;
- Mitigates risk by ensuring accurate reporting and tracking for safety training;
- Streamlines training management system;
- User friendly interface with automated reporting;
- Request for Proposals (RFP) committee included Health, Sheriff's Office, Business Service and Information Technology (IT);
- Three-year contract;
- Supervisors would have access to entire training of each of their employees;
- Ensures compliance; and
- Effectively trains employees in 24 hour facilities.

### ***Board Discussion:***

- The system will declare the classification for each position and the certification necessary;
- The system includes the expiration of each certification;
- This will connect into the current system modules and new ones can be added; and
- This company was chosen from about 60 and there were four submitted in the RFP process.

**MOTION:** Commissioner Carlson moved for approval of a Contract for Services with Elogic Learning, LLC in the amount of \$160,000 to provide a Learning Management System for tracking and reporting on employee training. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

(Video Time 00:13:35)

SHERIFF'S OFFICE

2. Consider approval of the Intergovernmental Agreement with the Oregon State Marine Board for the Sheriff's Office in the amount of \$149,785, to provide marine patrol services from July 1, 2016 through June 30, 2017. – Cmdr. Eric Hlad & Lt. Gerry Adcock

**Summary of Presentation:**

- The agreement is retroactive due to a Sergeant that was out;
- Approved each year;
- Helps Sheriff's Office patrol waterways, primarily Detroit Lake; and
- Is in the Sheriff's budget.

**MOTION:** Commissioner Brentano moved for approval of the Intergovernmental Agreement with the Oregon State Marine Board for the Sheriff's Office in the amount of \$149,785, to provide marine patrol services from July 1, 2016 through June 30, 2017. Seconded by Commissioner Carlson; motion carried. A voice vote was unanimous.


**PUBLIC HEARINGS**

**9:30 A.M.**


None.

Commissioner Cameron read the calendar.

Commissioner Cameron adjourned the meeting at 9:37 a.m.

  
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CHAIR

  
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COMMISSIONER

  
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COMMISSIONER