



# Management Update summary Minutes

OREGON

**October 17, 2023. 9:30 AM**

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

## ATTENDANCE:

Commissioners: Colm Willis, and Danielle Bethell Staff: Jan Fritz, Shawnnell Fuentes, Alvin Klausen, Bill Burgess, Cailey Moe, Sherry Linter, Dennis Mansfield, Greg Walsh, Jane Vetto, Matt Lawyer, and Ryan Matthews.

Commissioner Colm Willis called the meeting to order at 9:35 a.m.

## INFORMATIONAL:

### **Purchase Order for Generac Power System**

-Greg Walsh

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

- Authorized grant purchase for emergency management resources:
  - Grant received from the Department of Homeland Security.
- The grant is for two trailer mounted generators and two light plants with power generations;
- Previously approved for \$99,758 but freight charges were not included:
  - The charges are \$5,202.
- The equipment is to be used during emergencies to help various agencies in need;
- This will come to board session October 25<sup>th</sup>, 2023;
- There is one generator that the county is currently using for a few projects; and
- House Mountain has used a generator for back up for the radio project.

#### **Board Direction:**

- The Board of Commissioners (BOC) is good to proceed; and
- Consent item at board session.

### **Purchase Order for Fastenal Company**

-Dennis Mansfield

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

- This will come to board session October 25, 2023;
- The state price agreement is ending June 2024;
- This will increase the purchase order by \$142,000;
- Various parts and materials are purchased from Fastenal including:
  - Nuts and bolts;
  - Vending machines with some of the following:
    - Gloves;
    - Hearing protection;
    - Towels;
    - Washer fluid; and
    - Batteries.

- The vending machine items incur expense only after they are vended:
  - Employees scan their employee badge, and the correct department is charged monthly; and
  - Fastenal oversees refilling the items.
- Fastenal does the semi-annual clothing program for the field staff including:
  - High visibility shirts;
  - Balls caps;
  - Long sleeve shirts;
  - Rain jackets;
  - Pants; and
  - Beanies.
- About \$15,000 is spent on each clothing cycle;
- The current PO is for \$375,000.00 we are asking to increase it by \$142,000 to get us through June 2024;
- The price agreement is for three to four years;
- Fastenal Company is cheaper and able to place the county logo on items:
  - They have a local facility.

**Board Direction:**

- Have the clothing program be sourced locally and see what the cost would be;
- The BOC is good to proceed; and
- This item can be on the consent agenda.

**Oregon Health Authority 2023-2025, IGA for Financing Public Health Services**

-Ryan Matthews

**Summary of presentation:**

- The amendment adds about \$2 million;
- Bridge funding was given to three programs until the budget was figured out:
  - The programs were funded for the first quarter only.
- The additional funding will be for October 1, 2023, to June 30, 2024, timeframe;
- The three programs being adjusted are as follows:
  - State support for public health:
    - Communicable disease services; and
    - In the amount of \$326,328.
  - Public health emergency preparedness funding:
    - In the amount of \$108,155.25.
  - Public health modernization funding:
    - In the amount of \$1.5 million; and
    - Increased because of legislation that was passed.
- There are a few more adjustments coming in the next two amendments:
  - Tobacco prevention funding (Measure 108); and
  - Rolled over unspent covid funding from the last fiscal year.
- Most of the public health modernization funding goes to staffing and public health infrastructure:
  - Population health;
  - Statistics; and
  - Disease surveillance.
- The public health and emergency preparedness funds the following:
  - Public health emergency preparedness coordinator;
  - Training and sending employees for training;
  - Monitor and update emergency plans regularly; and

- Relevant supplies that are needed.

**Board Direction:**

- The BOC is good to proceed.

**Recommendation to Appoint Board of Property Tax and Appeals (BOPTA) Board Member**

-Cailey Moe, Sherry Linter

**Summary of presentation:**

- There are few changes because of passed laws:
  - Effective July 2024, BOPTA will undergo a name change:
    - Property Value Appeals Board.
  - Effective now, members are appointed for two-year terms.
- The following three members are recommended to be reappointed:
  - Bob Riggi:
    - Served for 14 years.
  - Jenny Sasaki:
    - Served for 8 years.
  - Jack Yarbrough:
    - Served for 7 years.
- All three members have been doing a good job;
- In the past there have been six board members:
  - There are three that sit in a hearing at a time.
- Ms. Sasaki is being appointed to the nonoffice-holding pool;
- Ms. Sasaki has retired from the assessor's office:
  - Comes with strong expert knowledge.
- Appeals are relating to property value;
- Recruitment brought in one applicant:
  - They are not eligible per legal counsel.
- This opportunity was sent out in some of the following ways:
  - Statesman Journal; and
  - Small newspapers.
- The BOPTA send information to the assessor's office often, keeping them updated:
  - The Oregon Department of Revenue gets a summary of action.

**Board Direction:**

- The board would like to see a more diverse group that are outside the tax and land industry;
- Bring the latest summary of action to the BOC; and
- The BOC is good to proceed.

**Public Defender of Marion County Inc. Board of Trustees Position 5 Vacancy**

-Sherry Linter

**Summary of presentation:**

- Legal counsel did not have any suggestions for this vacancy;
- Broad recruitment to be done and Legal Counsel can be involved;
- Shaney Starr recently resigned from this position; and
- The Board of Trustee Chair, occasionally, sends a letter speaking on the vacancy.

**Board Direction:**

- Send letters from the chair to the BOC; and
- Hold off on filling the vacancy and check back with the BOC in six months.

## **International Volunteer Managers Day – November 5, 2023**

-Sherry Linter

### **Summary of presentation:**

- This is a day to recognize those who support and manage volunteers;
- Last year there was appreciation for the recognition that was given;
- There are about 75 to 90 staff that are involved with volunteers;
- A note and a keychain will be given to everyone:
  - It will be delivered through interoffice mail.

### **Board Direction:**

- The BOC is good with using digital signatures:
  - Discuss with Jan Fritz about Commissioner Cameron's signature.
- The BOC is good to proceed.

## **OTHER**

### **Legislative Update:**

-Alvin Klausen

### **Summary of presentation:**

- Application for federal grant funding for North Fork Park:
  - The funding will be for the following:
    - American with Disabilities Act (ADA) pavement to the river; and
    - Covered overlook to the river.
  - The requirements are as follows:
    - Property must be preserved for outdoor recreation;
    - Materials must be made in America;
    - Prohibits the use of other federal funds:
      - Local or state funds can be used as a match.
    - Inspections will be conducted;
    - Work completed before grant award is not eligible;
    - Permanent signs must be posted showing Land and Water Conservation Fund (LWCF) was involved;
    - Grant must be recorded on title of property;
    - Physical work must begin a year after the fund is awarded;
    - There are unallowable expenses;
    - Requirements regarding operations and maintenance;
    - Certain commercial signs on property are allowed; and
    - Certain projects are allowed under the grant.
- Letter of Support for the federal grant for North Fork Park;
- Joint Interim Committee Addiction and Community Safety Response:
  - Addresses proposals and changes to Measure 110;
  - Representative Kevin Mannix is on the committee; and
  - Notes from the meeting will be sent to the BOC.
- Association of Oregon Counties (AOC) priorities:
  - AOC is working on this; and
  - Will be ready this week.

### **Board Direction:**

- State funding application:
  - Summary will be sent to the BOC;
  - Look into mass plywood paneling as it competes with steel:
    - Made in Lyons.

- Committee:
  - Add all meetings and information to Commissioner Bethell’s calendar; and
  - Send resolution with a cover letter to the committee:
    - Include the 11 counties involved:
      - Speak to Jessica Pratt of AOC.

**COMMUNICATIONS UPDATE**

-Jon Heynen

**Summary of presentation:**

- Commissioner’s Day Letter:
  - Departments are responsible to have adequate staffing, follow guidelines provided and/or union contracts;
  - The example was removed; and
  - The rules are the same as what is done for personal days.
- Marion County Survey:
  - Changes made were as follows:
    - Additional questions were added regarding the county’s direction;
    - The word daily was removed from force releases happening;
    - Clackamas county questions were added using the same language;
    - Sewer system in the canyon;
  - Request for Quotes (RFQ) went out and will be graded;
  - Changes will be made, and new version will be sent to the BOC;
  - Final will be sent to the company; and
  - November 9, 2023, will be the earliest the survey goes out.

**Board Direction:**

- Marion County Survey:
  - Local government needs to be made separate by city and county;
  - Mention that the Marion County jail is regularly full; and
  - Add the question; if should Measure 110 be repealed.

**COMMISSIONERS’ COMMITTEE ASSIGNMENTS and UPDATE**

**Commissioner Danielle Bethell**

- Met with Hubbard Mayor Charles Rostocil:
  - Spoke on transportation frustrations:
    - Connected with him Lani Radtke.
- Met with Commissioner Nafisa Fai of Washington County:
  - Collaborate more regarding health and human services; and
  - Will continue to meet.
- Church at the Park Tour:
  - Turner Road shelters;
  - They are small with a bunk bed and bins for storage;
  - There is a community space building;
  - Will not support going to Chemeketa as quality of life is important:
    - Quickly changing from park living into school housing is difficult;
    - Addictions and mental health need to be addressed first; and
    - Dorms or apartments are a better option.
- Spoke with Ryan Flynn:
  - Canyon grant challenges;
  - Discussed program:

- In line with Homeowner and Reconstruction Program (HARP) and Community Development Block Grant Disaster Recovery (CDBG-DR).
  - Shared staff concerns.
- Lunch with Vanessa Nordyke of Court Appointed Special Advocates (CASA):
  - Discussed city council and CASA;
  - Expand CASA into North Marion:
    - CDBG grant can be applied for; and
    - Speak with Marion County Health and Human Services regarding satellite offices and crossover of care; and
- Marion County Reentry Initiative (MCRI) breakfast:
  - Great media coverage; and
  - Improve promotion of program.

**Commissioner Kevin Cameron**

- N/A

**Commissioner Colm Willis**

- Spoke to Joe regarding Kam (CAM)
- Will receive answer in January if volunteer will stay an extra year:
  - May do monthly visits;
  - Plane tickets are expensive; and
  - Marion County may provide plane tickets.
- MCRI breakfast.

**OTHER**

**Adjourned** – time: 10:35 am

**Minutes by:** Mary Vityukova

**Reviewed by:** Gary L. White