

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS

Meeting of April 7, 2021
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon
Public Call in #: 541-728-0275

Commissioner Present: Chair George Murdock
Commissioners attending remotely: Vice-Chair John Shafer and Commissioner Dan Dorran
County Counsel: Doug Olsen
Guests Present: Kim Weissenfluh, CDDP Program Manager & Wrex Holcomb, CDDP;
Lori Cimmiyotti, HR
Video link or Calling in: Jennifer Blake, Human Resources Director; Robert Pahl, Chief Finance Officer; Dan Lonai, Administrative Services Director; Mark Royal, Human Services Interim Director; Carre Biegel, Human Services Program Manager [*+ see list of video or call-in, copy on file*].

CALL TO ORDER: Chair Murdock called the meeting to order at 9:00 a.m. He advised he would take off his mask for better audio (like the Governor and the President). He reminded all that the meeting is a public forum and there is a call-in option provided. The meeting is being video and audio recorded and minutes will be taken. Also, meetings are now live-streaming. Comments will become part of the meeting record. If persons wish to speak before the Board, please identify yourself and state where you live in order to be heard on the record – also note if you are speaking on behalf of others. He noted there is a point for public input before business items for other than agenda items.

Pledge of Allegiance

Awards/Correspondence/Recognition. Employee of the Quarter: Commissioner Shafer read the recognition of employee excellence --- Wrex Holcomb, Community Developmental Disabilities Program. He puts clients’ needs first and is flexible in providing the best support for them as an advocate. He’s the go-to person to help Personal Support Workers. Thank you for great service and congratulations, Wrex! He was presented with a certificate, 8 hours’ paid time off slip and treats, plus a picture was taken.

Commissioner Dorran recognized telecommunications staff at the Sheriff’s office, adding with staff shortage and a lot of overtime make for immense sacrifices of staff. It says a lot about individual commitments to the team effort. It is a measure of who we are and what we do with what we have. You are all appreciated. A huge thank you and acknowledgement for your dedicated service. In addition, thanks to Commissioner Shafer for pitching in on numerous occasions.

Minutes – Commissioner Shafer moved to approve the Board minutes from the meeting of 3/17/21. Seconded by Commissioner Dorran. Carried, 3-0.

Additions to Agenda – none.

Public Comments – none.

Business Items

1. **Creation of Positions - CDDP.** Kim Weissenfluh, Community Developmentally Disabled Program Manager, presented. Request is made to create two new Service Coordinator positions. Caseload size continues to increase and is not slowing down, which is a good thing. This last year they saw a 15% increase in total

individuals being served, caseload sizes have gone from the high side of best practice, to well beyond the best practice range. Caseload size along with an increase in workload requirement is due to unfunded mandates, which is making it difficult to serve individuals in an efficient and effective manner. Cost is approximately \$205,000 annually. These positions will be paid for with carryover dollars from 2019-2021 budget for the first two years then absorbed into on-going budget as continued funding allows. Note: the request was reviewed with Liaison Commissioner, HR Director and Finance Director prior to submission. **Motion was made by Commissioner Shafer to approve two new CDDP Coordinator positions, effective immediately. Seconded by Commissioner Dorrn. Carried, 3-0.**

2. Dispatch UPS. Capt. Karen Primmer, Dispatch – 911 Manager, presented. This request is for approval to purchase an uninterrupted power supply. Equipment is from 1999 and has been refurbished as much as possible; it is time to replace the system. This item would be purchased from CPSI (Critical Power Solutions, Inc.) in the amount of \$42,000.31. In response to Commissioner Dorrn’s question about prior Board action for something similar, Capt. Primmer advised it is different; the other request was for phone equipment – hardware and this is the power supply that runs all critical equipment. **Motion was made by Commissioner Dorrn to approve the purchase. Seconded by Commissioner Shafer. Carried, 3-0.**
3. AWERE Grants. Presented by Bob Waldher, Planning Director, and a member of the AWERE Committee. The Athena Weston Education & Resource Enhancement committee recently met (3/22) and recommended grant funding for community benefit projects for 2021. Action includes extension of a project that wasn’t completed within required timeframe (City of Athena/Weston McEwen High School award of \$22,727.71 for restrooms at the softball field). He then went through the 10 projects that were awarded grants, totaling \$130,000 to be completed by 12/31/21. **Motion was made by Commissioner Shafer to adopt Board Order No. BCC2021-024. Seconded by Commissioner Dorrn. Carried, 3-0.**
4. Planning Commission Appointment. Presented by Mr. Waldher. This request is before the Board to approve filling a vacancy on the Planning Commission. After reviewing application and conducting interview, recommendation is for Sam Tucker, of the Weston area, to serve the remainder of the term (expires 12/31/21). This position is eligible for two additional 4-year terms. **Motion was made by Commissioner Dorrn to adopt Order No. BCC2021-026. Seconded by Commissioner Shafer. Carried, 3-0.**
5. Planning Positions. Presented by Mr. Waldher. The request is for (1) reclassification of an existing Planner II/GIS position to a Lead Planner Position and (2) creation of Planning II/GIS position. The recommendation is for the STIF and STF programs to be housed within the Land Use Planning Department and coordination of these programs will occur through the position of Lead Senior Planner. The incumbent holding the Planner II/GIS position meets the necessary qualifications and will be advanced to the position of Lead Senior Planner. The proposed Planning II position was approved in the 2020-21 budget as well as the FY21-22 budget, but hasn’t been officially approved by the Board. This will help maximize the budget and is a good use of funds for his department. **Motion was made by Commissioner Shafer to approve reclassifying and creation of positions as outlined, effective 7/1/21. Seconded by Commissioner Dorrn. Carried, 3-0.**
6. Human Services Employment. Presented by Mark Royal, Human Services Interim Director. He introduced Carre Biegel, Program Manager. This request is to hire a peer mentor despite the presence of a criminal history. **Motion was made by Commissioner Shafer to approve. Seconded by Commissioner Dorrn.** Before the vote: In response to a question about funding, Mr. Royal advised it is grant funded. And, Carre Biegel noted position funding is through the year (12/31/21) and likely funds will be available into the next fiscal year. Mr. Royal advised it is a full-time position and is being refilled due to a vacancy. **Carried, 3-0.**
7. Human Services Temporary Employment. Presented by Mr. Royal. This request for temporary position may or may not be needed as his office has been using other departments to help with the copying project. With the department changing its Electronic Health Record system and need to copy thousands of files over from the old to the new system, request is made for this purpose -- to approve hiring a temporary person for

data/computer work for a term of about 4-6 weeks at 36-40 hours/week. Robert Pahl, CFO, has been advised and consulted. **Motion was made by Commissioner Shafer to approve (noting the position may or may not be needed). Seconded by Commissioner Dorrn. Carried, 3-0.**

8. Asphalt Oil Contract. Presented by Tom Fellows, Public Works Director. This is for the county's annual invitation to bid for cationic emulsified asphalt to be used for 2021 road chip sealing projects. Three bids were received and the recommendation is to award the lowest bid, which is Albina Asphalt, for \$384/ton. This should get the road department through chip sealing this year. **Motion was made by Commissioner Dorrn to approve. Seconded by Commissioner Shafer.** Commissioner Dorrn commented on the higher price from last year. To which Mr. Fellows agreed. All prices have gone up in petroleum projects. **Carried, 3-0.**
9. Creation of Position – Public Health. Joe Fiumara, UCo Health Director, presented. The request is for the creation of a new position. The COVID-19 Pandemic has required additional communicable disease staff to conduct case investigation and contact tracing activities. This program traditionally been underfunded and, pre-pandemic, UCo Health had 1.0 FTE funded for conducting case investigations. Additional funding is being provided from OHA (from federal funds) to support case investigation and contact tracing activities. Funding is being provided through June 2024 at this time. Request is made to create a Communicable Disease Manager position at R30 effective as of April 1, 2021, and filling this position with the current Disease Prevention Specialist. The intention would be to post and then backfill the Disease Prevention Specialist, resulting in a permanent increase of 1.0 FTE, contingent on continued funding. There would be no additional general funds needed for this position. With COVID dropping off, duties for other items will pick up. This individual started in January, who came from the CDC with a great background in communicable disease who's been able to provide outreach. **Motion was made by Commissioner Shafer to approve. Seconded by Commissioner Dorrn. Carried, 3-0.**
10. Public Health Grant. Mr. Fiumara provided background for the request to contract services paid by grant funds. He office came up with an alternate use of funds to create videos for education to assist with promoting healthy relationships for teenagers. Request is made to approve a contract of \$9,000 as part of the School Based Health Center. **Motion was made by Commissioner Dorrn to approve. Seconded by Commissioner Shafer. Carried, 3-0.**
11. Ambulance Service Waiver. Presented by Mr. Olsen. This is a continuing request by the East Umatilla County Ambulance Service Area Health District for a waiver of rule for staffing. Beginning in 2013, the district requested from the State of Oregon a variance to allow staffing of the District's ambulance with non-EMT drivers. The District is renewing the request in order to have the State grant a variance for staffing reduction to provide ambulance service in its area for the period starting July, 2021. This is something that has been in place for several years and is a real benefit to its ability to provide services. The process requires Board approval as well as the district physician advisor. Approval is sought for the EUCASA Health District to operate using reduced staffing, and instruct staff to prepare a letter confirming approval for 20-21 recertification. **Motion was made by Commissioner Shafer to approve. Seconded by Commissioner Dorrn.** In response to Commissioner Dorrn's question, Mr. Olsen advised other districts have requested this as well. **Carried, 3-0.**
12. Purchase of Property. Presented by Mr. Olsen. Authorization is sought for sale of property foreclosed on for delinquent property taxes. The current owner occupant is requesting to repurchase the property. State law provides the Board has discretion to sell property back to the owner for an amount not less than the amount of delinquent property taxes. In this case, the amount is approximately \$12,500. The County has received the request to repurchase the subject property for that amount. **Motion was made by Commissioner Dorrn to adopt Order No. TX2021-03. Seconded by Commissioner Shafer. Carried, 3-0.**
13. UEC Authorization. Presented by Doug Olsen. The County is a voting member of Umatilla Electric Cooperative. Its annual meeting is 4/17/21. The request is to delegate to Commissioner Dorrn to appear on behalf of the County and to participate and vote. **Motion was made by Commissioner Murdock to approve**

delegation of authority to Commissioner Shafer on behalf Umatilla County. Seconded by Commissioner Dorran. Carried, 3-0.

14. National County Government Month. Presented by Chair Murdock. This is an annual proclamation to recognize April as county government month and is before the Board for consideration. **Motion was made by Commissioner Dorran to adopt Order No. BCC2021-025. Seconded by Commissioner Shafer. Carried, 3-0.**
15. HELP Grants. Presented by Commissioner Dorran. The request is for approval for HELP grants. Darrick Cope will be leaving the school district and taking a job with IMESD; thus, there will be a replacement needed on the committee at a later date. The Helix Enhancement Launch Program committee recently met and has recommended funding of grants for the community benefit plan for 2021. He listed projects on the board order, totaling approximately \$42,500. **Motion was made by Commissioner Dorran to adopt Board Order No. BCC2021-028. Seconded by Commissioner Shafer. Carried, 3-0.**
16. Echo Community Benefit Plan Board Appointment. There is a vacancy on the Echo Community Benefit Plan Board. Tracie Broyles is nominated to be appointed to fill the vacancy as a county position for the term 4/7/21-12/31/23. **Commissioner Murdock moved to adopt Order No. BCC2021-030. Seconded by Commissioner Shafer. Carried, 3-0.**
17. Fund Account. Mr. Olsen presented. The creation of a new fund account is before the Board for approval. The jail commissary account is being brought into the county budget for the purpose as an inmate welfare fund account. Expenditures are only for inmate welfare. Board consideration is requested to create this special revenue account. **Motion was made by Commissioner Dorran to adopt Order No. BCC2021-029. Seconded by Commissioner Shafer. Carried, 3-0.**
18. Courthouse Planning and Needs Assessment Committee. Presented by Commissioner Dorran. The creation of an advisory committee is before the Board for approval. He thanked Mr. Olsen for his guidance/direction in putting this together. He also thanked individuals he proposes for their commitment. Today's action is to help address long-term needs for a Umatilla County Courthouse, which would require that a committee be established. It would have representatives from the county and state along with public members for the purpose to study the current facilities and address future long-term needs and then report back to the Board with committee findings and recommendations. **Motion was made by Commissioner Dorran to adopt Board Order No. BCC2021-027.** Commissioner Shafer felt this is too far out (time-wise) in his opinion; maybe 10 years from now would be good for creating this committee. Commissioner Dorran disagreed, noting a 10 to 12-year start on the project, considering technology, relationships, etc. He felt it is not time to delay but to move forward. **Seconded by Chair Murdock.** He noted he currently serves on the chief justice's task force on courthouse facilities and major renovations; both Commissioners are correct -- it is well out there -- the priority list is 12-15 years out, but discussion is well in advance before anything happens. He feels it is important to monitor the issue. But, do not misinterpret, actual steps to go anywhere are imminent. **Call for the vote - two in favor and Commissioner Shafer voted no. Motion carried, 2-1.**
19. Wildlife Services Budget. Presented by Mr. Olsen. This is mainly for notification and board consideration of the USDA budget for Wildlife Services. The proposed FY2021-22 budget for Wildlife Services has been received from USDA. The proposed County share is \$79,500, approximately 71% of the total program cost. This is about a 3% increase from the FY20-21 budget, which increase has been put into the County FY21-22 budget. He explained prior County participation amounts and increases since 1998 (about 48%); by 2009, it increased to about 59%; and since 2014, the share has been approximately 70%. One year, support from producers was requested and received. Mr. Olsen noted historically that County participation has been increasingly disproportionate to the other partners – federal and state government. He believes federal support is constant, but the state portion has been decreasing. **Motion was made by Commissioner Murdock to**

approve County participation in the Wildlife Services Program, but also to send a letter to the state as to why they aren't providing more support. Seconded by Commissioner Dorrان. Plus, he also expressed concern about how the program is funded – he has issues of some line items used. It is critical program, but how it is funded shouldn't be carte blanche on the County's part. He will be attending a meeting in the near future and will bring this to the agency. Chair Murdock expressed concerned about the County support of about 75%. He agreed with the letter to present at that meeting. **Carried, 3-0.**

20. Federal Funding Consultant. Presented by Chair Murdock. A proposal for a federal grant consultant is before the Board for consideration. He became aware the City of Hermiston has been using a national entity specifically looking at available federal funding – e.g. stimulus funds. There are a lot of federal grant programs, which require experienced personnel to review and recommend, often with short timeframes. The City of Hermiston is very pleased with this consultant; return on investment is very good.

Commissioner Dorrان also advised this group, once the County is on board, can potentially also allow smaller cities the opportunity to participate. Chair Murdock added small communities have limited staff and capacities. Commissioner Dorrان had attended Ukiah's City Council meeting last night (the second time this year) where this and other items were discussed. Mr. Olsen interrupted, pointing out the scope of work is only for the county – not for other jurisdictions (he highlighted the document projected on the monitors). Chair Murdock wanted to get the foot in the door and start with county, then see if we want to expand the scope of work.

The County has received a proposal from Merchant McIntyre Associates to assist the County in identifying and applying for federal funding grants. Approval is sought to approve the agreement. **Motion was made by Commissioner Shafer to approve the contract and authorize the chair to sign. Seconded by Commissioner Dorrان. Carried, 3-0.**

21. Business Grant Program. Presented by Commissioner Shafer. The City of Ontario is seeking to apply for a Community Development Block Grant to assist Umatilla County small businesses that have lost business revenue as a result of complying with social distancing guidelines. The grant would include funding for eligible businesses in Umatilla County and be administered by EUVALCREE. A proposed intergovernmental agreement is to be considered by the Board for the County to be included in the application. This would help businesses who haven't received any other funding. It targets the "mom and pop" shops who haven't received state or federal assistance. **Motion was made by Commissioner Shafer to approve the County being included in the CDBG application and authorize the chair to sign the Intergovernmental Agreement. Seconded by Commissioner Dorrان. Carried, 3-0.**

Executive Session – none.

Commissioners' Comments –

Commissioner Dorrان commented on the courthouse needs discussion and disagreement on Shafer's part – he felt the project is long-term and down the road and a steering committee should provide good input.

Commissioner Shafer. He agreed the committee is a good idea, but felt it is putting the cart before the horse. His concerns are 12-15 years out to even be considered on the list is a long way to go. Other comments: He advised the County put out a request for proposals for a new behavioral health provider for mental health and alcohol & drug addiction. It would be exciting progress on integrated services.

Chair Murdock commented on (1) ROCKit community project (regarding mental health), of which Umatilla County is the first in the nation! Mission group invites have gone out for meetings in a few weeks. (2) COVID vaccine eligibility is now April 19 – he requested for the agenda for the Commissioners' Monday staff meeting, a) revisit about how to conduct board meetings and access to the courthouse and when we will move forward to open up, and (2) discussion of the federal grants consultant contract – how to proceed with that.

The meeting adjourned 9:52 a.m.

Melinda Slatt, Executive Secretary, Umatilla County Board of Commissioners