

MINUTES
UMATILLA COUNTY BOARD OF COMMISSIONERS
Meeting of December 15, 2021
9:00 a.m., Room 130, Umatilla County Courthouse
Pendleton, Oregon

Commissioners Present: Chair George Murdock, Vice-Chair John Shafer, and Commissioner Dan Dorran

County Counsel Doug Olsen

Guests Present: Robert Pahl, Chief Finance Officer

Video link or Calling in: Tom Fellows, Public Works Director; UCSO: Sheriff Terry Rowan, Capt. Dave Williamson; Carol Johnson, Planning Department; Joe Fiumara, Public Health Director (*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 reminded all that the meeting is a public forum and there is a call-in option provided. There is time on the agenda to provide input or for hearings to provide comment. 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.

Pledge of Allegiance

Awards/Correspondence/Recognitions. Chair Murdock applauded Commissioner Shafer for bringing the Challenge Coin program forward. He then read awards: 1) Assessment & Taxation office: Monica Breshears, Kris Sharrard, and Maria “Liz” Ornelas (front office staff) for creating a new paradigm in tax collection. 2) Public Health: Travis Ward (front office) great customer service with extra research for things not easily found. Thank you all!

Minutes – Commissioner Dorran moved to approve the minutes of the 12/1/21 meeting. Seconded by Commissioner Shafer. Carried 3-0.

Additions to Agenda – none.

Public Comments – none

Business Items

1. **Dispatch Assessment Contract.** The selection of a consultant to perform an assessment on Umatilla County Dispatch is before the Board for discussion. Commissioner Dorran advised this has been a long process; thanks go out to Capt. Karen Primmer and Sheriff Rowan. Negotiations with stakeholders point out the need for an assessment of dispatch. Sheriff Rowan presented. In past dispatch stakeholder meetings, there has been considerable discussion surrounding a desire to have a third-party assessment of efficiency and staffing of the dispatch center. Capt. Primmer solicited potential companies/individuals who could perform such a study. Two companies were identified: Chris Fischer (quote estimate of \$23,000) and ADCOMM (quote estimate of \$48,500). Request is made for approval of up to \$25,000 from the county’s general fund to award to Chris Fischer (she has great dispatch experience plus lower cost). He noted there are funds available from the dispatch reserve vs. general fund as outlined in the pinkie action form. **Commissioner Dorran moved to approve (and move forward ASAP). Seconded by Commissioner Shafer, as long as the funds come out of dispatch reserve as noted. Carried 3-0.**

2. Sheriff's Office Purchase. Presented by Capt. Dave Williamson. A purchase of ammunition is before the Board due to the amount. In order to maintain necessary job skills and comply with Oregon DPSST annual training requirements to maintain certification, deputies need to have a significant amount of firearms training, which requires a large amount of ammunition. This is a planned and budgeted expense. Request is made for authorization to purchase a mixed order of both duty and practice ammunition for rifles and handguns in a total amount of \$12,293.46 from Dooley Enterprises, Inc. The supply should last through the end of this fiscal year. **Commissioner Dorran moved to approve the purchase. Seconded by Commissioner Shafer. Carried 3-0.**
3. Software Update Purchase. Presented by Capt. Williamson. Authorization is sought for Board approval to update the Sun Ridge system to interface the jail In Custody program with ODHS which would automatically generate a report to be in compliance with HB2107. The purchase is before the Board due to the amount. **Commissioner Dorran moved to approve the purchase and payment of \$8,800 to Sun Ridge Systems. Seconded by Commissioner Shafer. Carried, 3-0.**
4. Stateline Wind Project – comments. Presented by Carol Johnson, Planning. County comments for a state permitted project are before the Board for approval. Stateline Wind Project has requested an amendment of its site certificate to the Oregon Department. of Energy, for a number of changes (replacement of blades, construction or replacement/decommissioning, etc.). Planning staff has worked with ODOE regarding comments for the Stateline Wind Project – RFA6. **Commissioner Dorran moved to approve. Seconded by Commissioner Shafer. Carried, 3-0.**
5. West End Solar – comments. Ms. Johnson presented. This is for review and approve comments for another state permitted project. This is expedited review “fast track” and at this stage is for comments regarding applicable substantive criteria. The project is located between Hermiston and Stanfield, southeast of Hermiston. A draft letter expresses the county’s position. In response to Commissioner Dorran, Ms. Johnson advised this is regarding applicable standards to be applied to the project. It is only a preliminary application. Based on high value of the property (which is over 160 acres of high value located within a viticulture area), this project has to go to the state vs. local in this instance. **Commissioner Dorran moved to approve as outlined. Commissioner Shafer seconded. Carried, 3-0.**
6. Wheel Loader Purchase. Tom Fellows, Public Works Director, presented. Authorization is requested to pay off the lease and purchase a 966 M CAT Wheel loader. Equipment is associated with rock crushing. This equipment has been leased for 5 years and ends on 1/5/22. Approval is requested to purchase it outright from CAT Financial with pay off of \$225,126.57. **Commissioner Dorran moved to approve as outlined. Seconded by Commissioner Shafer. Carried, 3-0.**
7. Public Health Accreditation. Joe Fiumara, Public Health Director, presented. A payment is before the Board for approval due to the amount. UCo Health’s process towards accreditation began in February of 2020. Since that time, due to the COVID pandemic, the process has been at a relative standstill. There is still an obligation to continue paying the annual service fee, unless it is decided to pull out of the process entirely. The Health Department is prepared to refocus efforts on accreditation. It was found, during the COVID pandemic response, aspects of the process were helpful. Request is to approve payment of the 2022 annual accreditation services fee of \$5,600. Per UCO Health’s cost allocation policy, the amount will be split between/among all budgets, including some general funded budgets. **Commissioner Shafer moved to approve payment. Seconded by Commissioner Dorran. Carried, 3-0.**
8. Public Health Contract. Mr. Fiumara presented. UCo Health continues to have need to put out educational messaging to the community, updates regarding the pandemic response, and other health related education materials. The existing contract with Elkhorn Media has expired and it is recommended to continue efforts throughout the rest of the fiscal year. Request is made to approve payment to Elkhorn Media in the amount of \$4,150/month from December 2021 through June 2022. Allocation of costs will come out of budgets which are providing the additional information. In response to Commissioner Dorran question about a new

PR person, Mr. Fiumara talked about coordination and the plan as things change and focus shifts month to month, factors will be assessed (i.e., November is Great American Smoke out). Therefore, messaging will happen as needed. **Commissioner Shafer moved to approve payment of \$4,150/month to Elkhorn Media from December – June, 2022. Seconded by Commissioner Dorrان. Carried, 3-0.**

9. Public Health Annual Dues. Mr. Fiumara presented. UCo Health is an active member of CLHO (Conference of Local Health Officials), a 501(c)(6) non-profit organization that represents all 32 local public health departments in Oregon. The 2021-22 annual dues are \$5,069.24 (increased slightly and based on population). Per UCO Health's cost allocation policy, the amount will be split between/among all budgets, including some general funded budgets. At CLHO is opportunity to provide feedback and time to input for state policies. **Commissioner Shafer moved to approve payment. Seconded by Commissioner Dorrان. Carried, 3-0.**
10. Creation of Positions - Public Health. Mr. Fiumara presented. UCo Health is receiving additional investments from the legislature, through Oregon Health Authority, to support public health modernization. This investment also requires performing additional work. To that end, there is need for hiring additional staff to complete this work. Funding is being fully provided. There is a regional component included for which Umatilla County will be the fiscal agent. Approval is requested to create three FTE positions for Community Health Systems Developer, Range 23, contingent on grant funds being received. There is no anticipated impact on general funds to support these three positions. **Commissioner Shafer moved to approve. Seconded by Commissioner Dorrان. Carried, 3-0.**
11. Workforce Retention/Recruitment. Presented by Mr. Fiumara. The potential for signing bonuses for certain positions is before the Board for approval, as well as retention incentives for Public Health Staff. For the Health Department portion, a limited duration, sign-on bonuses for positions they are having trouble filling is being sought. On the second category, starting to receive funds for workforce retention out of the federal funding package passed through OHA to Public Health departments. These funds will be used pay retention incentives to requisite staff as appropriate.

Doug Olsen added, for the DDA's portion, echoing the same situation as in Public Health. The County has various openings in those two departments, whereby it is hoped to fill vacancies with signing bonuses. Mr. Olsen advised there are two different actions requested. **Commissioner Shafer moved to approve recruiting with signing bonuses for DDA positions in the DA's office and for nursing and similar positions in Public Health. Seconded by Commissioner Dorrان. Carried, 3-0. Motion was made by Commissioner Shafer for retention efforts for Public Health, utilizing Workforce Development Funds for retention incentives. Seconded by Commissioner Dorrان. Carried, 3-0.**

12. Post Retirement Employment. Presented by Mr. Olsen, on behalf of H.R. Each year, employees are required to request to H.R along with their manager to extend the temporary special employee status. Three employees are impacted and H.R. has received acknowledgement by the respective managers. **Commissioner Dorrان moved to approve temporary special employment of three PERS retirees through 2022. Seconded by Commissioner Shafer. Carried, 3-0.**
13. Supplemental Budgets – Public Hearing. Chair Murdock opened the public hearing at 9:29 a.m. The staff report was presented by Robert Pahl, Chief Finance Officer. There were eighteen supplemental budgets, Budget Order number 2022-08 (Sheriff Special Projects: Emergency Management Grants) requires a decrease in State Revenue of \$86,632, an increase in Transfers In of \$10,000, decreases in Materials & Services of \$25,500 and in Capital Outlay of \$57,582, and an increase in Contingency of \$9,450. 2022-11 (Economic Development Program) requires increases in Federal Revenue of \$100,000 and in Materials & Services of \$100,000. 2022-12 (2050 Plan: Central Water Project) requires increases in Transfers In of \$2,000,000 and in Materials & Services of \$2,000,000.

2022-13 (Economic Development Reserve) requires increases in Transfers In of \$100,000 and in Materials & Services of \$100,000. 2022-14 (Facilities Reserve Program) requires increases in Transfers In of \$500,000 and in Capital Outlay of \$500,000. 2022-15 (Public Works) requires increases in Transfers In of \$2,000,000 and in Contingency of \$2,000,000. 2022-16 (General County) requires an increase in Transfers Out of \$10,000 and a decrease in Contingency of \$10,000. 2022-17 (Gen Fund-Communicable Disease) requires increases in State Revenue of \$1,100,000, in Personnel Services of \$500,000, and in Materials & Services of \$600,000.

2022-18 (GF – Health Dept.) requires increases in Federal Revenue of \$40,000 and in Materials & Services of \$40,000. 2022-19 (Parks Program) requires increases in Transfers In of \$150,000 and in Contingency of \$150,000. 2022-20 (Human Services-SE63 Peer Program) requires an increase in Beginning Cash of \$214,000, a decrease in Personnel Services of \$260,000, an increase in Materials & Services of \$503,000, and a decrease in Contingency of \$29,000.

2022-21 (Human Services-SE66 Treatment Program) requires an increase in Beginning Cash of \$76,000, a decrease in Personnel Services of \$177,000, an increase in Materials & Services of \$408,000, and a decrease in Contingency of \$155,000. 2022-22 (Human Services-SE66 IDPF Program) requires an increase in Beginning Cash of \$14,000, a decrease in Personnel Services of \$10,000, and an increase in Materials & Services of \$24,000. 2022-23 (Human Services-SE80 Gamble Prevention) requires increases in Beginning Cash of \$22,000 and in Materials & Services of \$22,000.

2022-24 (Human Services-2145 Alcohol/MH Tax) requires an increase in Beginning Cash of \$12,000, a decrease in Personnel Services of \$12,000, an increase in Materials & Services of \$116,000, and a decrease in Contingency of \$92,000. 2022-25 (Human Services-School Based MH Ctr) requires an increase in Beginning Cash of \$35,000, a decrease in Personnel Services of \$13,000, and an increase in Materials & Services of \$48,000. 2022-29 (Assessment & Taxation) requires increases in Beginning Cash of \$50,000, in Federal Revenue of \$250,000, and in Materials & Services of \$300,000. 2022-31 (Capital Purchases Management Program) requires increases in Beginning Cash of \$100,000, in Transfers In of \$140,000, and in Capital Outlay of \$240,000.

Chair Murdock asked for public comments or questions. There were none. Chair Murdock closed the public hearing at 9:36 a.m. Deliberations. None.

In the matter approving Supplemental Budgets pursuant to ORS 294.471 for FY ending 6/30/22:

Commissioner Shafer moved to adopt Budget Order No. 2022-08 (Program 1585 – Emergency Management). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-11 (Program 1029 – Economic Development). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-12 (Program 4060 – Central Water Project). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-13 (Program 1031 – Economic Development Reserve). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-14 (Program 9040 – Facilities Reserve). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-15 (Program 4530 – Public Works). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-16 (Program 9001 – General County). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-17 (Program 5513 – Communicable Disease). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-18 (Program 5534 – Health Department). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-19 (Program 1005 – Parks). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-20 (Program 5420 – Human Services-SE63 Peer). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-21 (Program 5421 – Human Services-SE66 Treatment Services). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-22 (Program 5422 – Human Services-SE65 IDPF). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-23 (Program 5424 – Human Services-SE80 Gambling Prevention). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-24 (Program 5426 – Human Services-2145 Alcohol/MH Tax). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-25 (Program 5429 – Human Services-School Based Mental Health Center). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-26 (Program 5487 – Human Services-A&D and Gambling Treatment Services). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-29 (Program 3059 – Assessment & Taxation). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-31 (Program 9077 – Capital Purchases). Seconded by Commissioner Dorrان. Carried, 3-0.

14. Budget Transfers. Presented by Mr. Pahl. There were six budget transfers: Budget Order 2022-09 (Board of Commissioners) requires an increase in Materials & Services of \$250,000 and a decrease of \$250,000 in Contingency. Order 2022-10 (Record Archiving) requires an increase in Materials & Services of \$15,000 and a decrease of \$15,000 in Capital Outlay. Order 2022-26 (Human Services-A&D and Gambling Services) requires a decrease in Personnel Services of \$307,000, an increase in Materials & Services of \$338,000, and decreases in Capital Outlay of \$20,000 and in Contingency of \$11,000. Order 2022-27 (Public Works) requires an increase in Transfers Out of \$150,000 and a decrease of \$150,000 in Contingency. Order 2022-28 (Wellness Hubs) requires an increase in Materials & Services of \$100,000 and a decrease of \$100,000 in Contingency. Order 2022-30 (Local Improvement Distribution) requires increases in Transfers Out of \$140,000, and a decrease of \$140,000 in Contingency. In response to Commissioner Dorrان’s question regarding local improvement, Mr. Pahl explained that it includes payments and from tax abatements programs funnel through to be used in other parts of that budget. No more questions.

In the matter approving a Budget Transfer pursuant to ORS 294.463 for FY ending 6/30/22:

Commissioner Shafer moved to adopt Budget Order No. 2022-09 (Program 1004 – Board of Commissioners). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-10 (Program 3513 – Records Archiving). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-26 (Program 5487 – Human Services-A&D Gambling Treatment Services). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-27 (Program 4530 – Public Works). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-28 (Program 5640 – Wellness Hubs). Seconded by Commissioner Dorrان. Carried, 3-0.

Commissioner Shafer moved to adopt Budget Order No. 2022-30 (Program 1650 – Local Improvement Distribution). Seconded by Commissioner Dorrان. Carried, 3-0.

Mr. Pahl advised a number of adjustments were needed in the Human Services program, which is now overseen by Community Counseling Services. Large budget amounts were needed at the outset of the transition.

15. Wolf Depredation Committee Appointments. Presented by Mr. Olsen. With the death of Randy Severe, there is a vacancy on the Wolf Depredation Advisory Committee. Tim Hawkins is recommended to be appointed to fill the vacancy. In addition, the terms of some of the committee have expired. It is proposed to extend these terms to 6/30/22 to allow for completion of the grant cycle. **Commissioner Dorrان moved to adopt Order No. BCC2021-079. Seconded by Commissioner Shafer.** Commissioner Dorrان appreciated Tim Hawkins accepting this appointment. The approval of funds in the process was well document. Last year’s wolf depredations put this committee in a spotlight with a lot of depredations in eastern Oregon, particularly in Umatilla County. Due to legislative action, early work must be done by the end of December. He also commented on the involvement of Randy Severe – he gave a lot of time and effort and had great input. He passed away in November. **Carried 3-0.**
16. Cook Contract. The County contracted with Cooks Land and Water Consulting to provide consulting services for water planning services, including the central water project. The contract is expiring. The proposal is to continue the contract through the completion of the water project. **Commissioner Shafer moved to approve the contract with Cooks Land and Water Consulting. Seconded by Commissioner Dorrان.** Commissioner Shafer is looking forward to continuing to work with J. R. Cook. **Carried 3-0.**
17. Property Transaction. Presented by Mr. Olsen. Formal approval is needed to purchase property, which has been identified as potentially replacing the facility known as maintenance shop located on Court Street, one block from the courthouse. Instead of building new, this property/building is in fairly useable condition. The transaction will allow the current owner to keep the property until 6/1/22 before moving out. **Commissioner Shafer moved to adopt Order No. BCC2021-078. Seconded by Commissioner Dorrان** with comments: the space is useable for county needs – nothing fancy, but we will make sure the exterior is an asset to the community. Chair Murdock also acknowledged as part of the record that Commissioner Shafer will be directly overseeing the project. **Carried 3-0.**
18. Echo Community Benefit Plan Grants. The next cycle of grants funded by the Echo Community Benefit Plan are before the Board for approval. **Chair Murdock moved to approve the grants and to adopt Order No. BCC2021-080. Seconded by Commissioner Dorrان. Carried, 3-0.**
19. Adams Community Benefit Plan Board Appointments. Presented by Commissioner Dorrان. This is for three appointments to the Adams Community Benefit Plan Committee. Representatives are: Adams: Graham Alderson and Jeffrey Rost (terms expire 12/31/24); Special District: Amos I. Bechtel, III (term expires 12/31/24). **Commissioner Dorrان moved to adopt Order No. BCC2021-081. Seconded by Commissioner Shafer. Carried, 3-0.**
20. County Offices. Chair Murdock advised the county offices are restricted to public access, which are by appointment only. The proposal is to fully open the county offices as of 1/3/22. **Commissioner Dorrان moved to approve. Seconded by Chair Murdock.** Commissioner Dorrان commented: many have asked why county offices aren’t open; cities and state offices are opening January 2022. Considering mandates at this time, the desire is to get the county up and running on a more normalized basis. Chair Murdock added the most compelling argument is that state offices will open, as well as many others. He believes in making the courthouse accessible to the public reminding that security is in place. There’s no reason to diminish security at Pendleton or Hermiston.

Commissioner Shafer had questions about state affiliated programs like Community Corrections and CDDP, How will that work? Mr. Olsen advised if there are any state restrictions on such programs, and which are more restrictive by the state, those would remain in effect, and are not impacted by county decision.

Commissioner Shafer is not fan of the mask mandate, but we are a government building and must go with state rules. If a building is open, who would enforce the mask requirement? After discussion about enforcement, the consensus was that mask enforcement should be assigned to courthouse security, but also that staff are free to enforce although not required to do so. **Carried, 3-0.**

Executive Session – none.

Commissioner Reports

Commissioner Dorran none.

Commissioner Shafer – no comments.

Commissioner Murdock intends to write letter to Graves County in Kentucky after the recent tornado devastation.

Adjourned at 10:11 a.m.

Respectfully submitted,

Melinda Slatt

Executive Secretary – Board of Commissioners