

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, March 25, 2020
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

PRESENT: Commissioner Colm Willis, Commissioner Sam Brentano, and Commissioner Kevin Cameron. Also present were Jan Fritz, chief administrative officer, Jane Vetto as county counsel, and Brenda Koenig as recorder.

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

PUBLIC COMMENT

None.

PRESENTATION

(Video Time 00:00:44)

COVID-19 (Novel Coronavirus) update. –Katrina Rothenberger

Summary of presentation:

- Ms. Rothenberger reported that there were 39 cases of Coronavirus in the county as of March 24, 2020;
- She is expecting the number of cases to jump in the next few days and anticipates a large increase in the number of positive test results;
- Three staff members from the Office of the State Fire Marshall are helping on the Incident Management Team:
 - Organization;
 - Developing bench strengths;
 - Leadership roles in Department Operations Center (DOC); and
 - Rotating and training new individuals.
- In anticipation of the increase in cases, they are focusing on strategies for vulnerable populations:
 - Over the age of 65;
 - Those living in congregate settings; and
 - First responder safety and health.
- Working to distribute Personal Protective Equipment:
 - Getting donations out to partners.

Board discussion:

- A large donation of food grade protective gear was received from Yamasa;

G:\BOARD SESSIONS\BOARD SESSION MINUTES\2019\03-25-2020

- Not accepting donations of homemade masks at this point in time; and
- Received allotment from state stock pile:
 - Working on inventory and distribution;
 - Seventy percent will be allocated to Marion County; and
 - Thirty percent will be allocated to the Oregon Health Authority for the medical station being set up at the fairgrounds.
- Commissioner Willis commented that any decisions to release patient information who have COVID-19 to first responders came from the direction of the Oregon Department of Justice interpretation of the Health Insurance Portability and Accountability Act;
- The DOC has been moved to a larger room to allow for social distancing; and
- The commissioners thanked Ms. Rothenberger and her team for their work.

CONSENT

None.

ACTION

(Video Time 00:06:43)

MOTION: Commissioner Brentano moved to add the following item to the Action agenda: Consider approval of an order allowing department heads and elected officials to determine employee job duties and location, and ordering all employees to resume work. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

MOTION: Commissioner Brentano moved to add the following item to the Action agenda: Consider approval of an ordinance amending chapter 11.30 of the Marion County Code, and declaring an emergency. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:07:52)

BOARD OF COMMISSIONERS

1. Consider adoption of a temporary social distancing policy.

–Lisa Trauernicht

Summary of presentation:

- The board’s March 16, 2020, resolution authorized development of policies pertaining to COVID-19;
- This is a temporary policy and outlines rules for social distancing in the workplace, and includes some of the following:
 - Maintaining a six foot distance between people at all times;
 - Maintaining a six foot distance between work spaces; and
 - No more than 25 people in person at a meeting.

- The board closed certain county offices to the public on March 21, 2020, however county services have remained in place;
- Department heads and managers are responsible to implement the policy;
- Employees, contractors, and volunteers, all need to adhere to the policy; and
- The policy will remain in effect as long as the declaration of emergency is in effect.

Board discussion:

- Standards are from the Centers for Disease Control (CDC) recommendations;
- There should be six feet between people at all times;
- There should be no more than 25 people at a meeting; and
- A list of county office phone numbers are posted outside the closed buildings:
 - People can call to make an appointment with the department.

MOTION: Commissioner Cameron moved to adopt a temporary social distancing policy. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

(Video Time 00:12:23)

COMMUNITY SERVICES

2. Consider approval of an order appointing Michael Mendrin to the position of Key Volunteer for the Marion County Fair Board with a term ending December 31, 2022. –Tamra Goettsch (Michael not present)

Summary of presentation:

- State statute only allows the fair board to appoint seven members;
- The county has a policy and procedure that allows for the appointment of key volunteers to take on essential roles;
- Mr. Mendrin would like to be appointed to the position; and
- In the event a fair board member resigns, the key volunteer pool is first looked at to fill the vacancy.

MOTION: Commissioner Brentano moved to approve an order appointing Michael Mendrin to the position of Key Volunteer for the Marion County Fair Board with a term ending December 31, 2022. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:15:19)

3. Consider approval of an order authorizing Dog Services manager and Community Services Director to adjust Dog Services late fees resulting from the impacts of COVID-19. –Tamra Goettsch

Summary of presentation:

- Per the governor's order minimizing veterinarian services, there is a reduction in vaccination of dogs for rabies;
- A dog must be vaccinated prior to obtaining a license;
- The order will allow a waiver for late fees;
- On January 2, 2019, the board adopted an order setting late fees; and
- This would allow delaying late fees through May 31, 2020.

Board discussion:

- Rabies is a public health issue;
- The governor has asked clinics and veterinary services to discontinue elective work;
- Ms. Goettsch provided an update on how families can reunite with their lost pet:
 - The work plan allows for the public to make individual appointments between the hours of 5:30 p.m. and 9:30 p.m. to come into the office to pick up their pet;
 - All conversations are either over the phone or in the vestibule; and
 - Licensing, with a valid rabies certificate, can be done over the phone.
- The commissioners appreciate the way Ms. Goettsch is able to accommodate and make adjustments during this situation.

MOTION: Commissioner Cameron moved to approve an order authorizing Dog Services manager and Community Services Director to adjust Dog Services late fees resulting from the impacts of COVID-19. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

(Video Time 00:19:50)

DISTRICT ATTORNEY'S OFFICE

4. Consider approval of the incoming funds Grant Agreement with the Oregon Department of Justice in the amount of \$569,479.78 for the Family Violence Program Coordinator position and the Under Served Communities Outreach Coordinator position through December 31, 2022. – Susana Escobedo

Summary of presentation:

- Renewal of the Violence Against Women Act (VAWA) Grant:
 - Provides services to women who are victims of domestic or sexual violence.
- This is one of the longest standing grants and is funded through the Department of Justice;
- Over 8,000 victims were served in the program over the past year;
- Funding allows for the expansion of services to victims:
 - Able to provide services to marginalized, oppressed, and underserved communities by providing mobile services out in the community.
- Due to the current health crisis, there is a spike in the number of calls received for individuals who are seeking emergency shelter or lodging:
 - There is an immediate need to relocate; and

- Many victims are concerned with being at home with someone who may abuse them.
- The department is committed to continuing to provide services:
 - Advocates are still available by phone to connect victims with services; and
 - After hours assistance is available through the crisis line at the Center of Hope and Safety.

Board discussion:

- A program coordinator is continuously updating available resources:
 - Open lodging facilities; and
 - Grocery cards.
- This is a three year grant which is federally funded.

MOTION: Commissioner Brentano moved to approve the incoming funds Grant Agreement with the Oregon Department of Justice in the amount of \$569,479.78 for the Family Violence Program Coordinator position and the Under Served Communities Outreach Coordinator position through December 31, 2022. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:26:50)

HEALTH AND HUMAN SERVICES

5. Consider approval of Amendment #8 to the Intergovernmental Agreement for the Financing of Public Health Services with the Oregon Health Authority to add \$210,034 for a total of \$3,122,461 for the COVID19 Response Program through June 30, 2021. –Katrina Rothenberger.

Summary of presentation:

- Allocation of state general fund dollars to be used for some of the following:
 - Salaries;
 - Equipment;
 - Case investigations; and
 - Housing and food support for persons quarantined.
- The funding was added to the current Intergovernmental Agreement.

Board discussion:

- The funding was approved by the state legislature and allocated for the local public health response.

MOTION: Commissioner Cameron moved to approve Amendment #8 to the Intergovernmental Agreement for the Financing of Public Health Services with the Oregon Health Authority to add \$210,034 for a total of \$3,122,461 for the COVID19 Response Program through June 30, 2021. Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

(Video Time 00:29:00)

SHERIFF'S OFFICE

6. Consider approval of a resolution suspending the Marion County Sheriff's Office Capacity Management Plan during the COVID-19 emergency and authorizing the Marion County Sheriff to restrict lodging of arrestees and to allow release of inmates as appropriate to maintain health and safety. –Sheriff Joe Kast, Undersheriff Jeff Wood, and Commander Tad Larson

Summary of presentation:

- The Sheriff's Office has had to make a series of changes to operational plans due to COVID-19, and will continue to provide services to the community;
- Because the jail is a focal point where people are brought in from the community, operational plans have been impacted;
- Other agencies in the area, as well as the Sheriff's Office Enforcement Division, have increased patrols, and staff have been working extra shifts;
- Undersheriff Wood gave a brief background of how the jail capacity plan was created:
 - In 2000, the current board asked Sheriff Ramirez to conduct a review of the jail;
 - Factors taken into consideration included:
 - Constitutional and state standards in place at the time; and
 - Budgetary constraints.
 - Plan delineates male and female bed counts; and
 - Charges that are not accepted for lodging at the facility.
- COVID-19 pandemic has changed things significantly:
 - In a position to act swiftly in case something occurs.
- In conversations with Legal Counsel, determined that they may need to suspend the capacity management plan and reduce the bed count;
- There are currently no COVID-19 cases at the jail, however there is a case of influenza and that person has been isolated in a medical cell;
- Some staff members have initiated a self-quarantine, including one at the jail;
- They are requesting a 90-day suspension of the jail capacity plan;
- The suspension does not impact state statute in any way;
- They will be in constant communication with the board, District Attorney, Legal Counsel, police chiefs, and public safety partners on evolving policy changes; and
- Sheriff Kast stated there are plans in place to address any situation that may arise, and suspension of the management plan would allow them to do this without altering it every single time.

Board discussion:

- The commissioners thanked Sheriff Kast for being proactive, and they have full trust in him and his leadership team to make good decisions and keep them informed;
- The Sheriff's Office is there to protect employees, inmates, and the public and the flexibility will allow them to act swiftly to changing circumstances;
- The suspension is for 90-days;

- There is a weekly conference call with the Oregon State Sheriff's Association to discuss how other counties are preplanning for exposure; and
- Commissioner Willis expressed his appreciation for the multiple things the Sheriff's Office is doing during this situation.

MOTION: Commissioner Brentano moved to approve a resolution suspending the Marion County Sheriff's Office Capacity Management Plan during the COVID-19 emergency and authorizing the Marion County Sheriff to restrict lodging of arrestees and to allow release of inmates as appropriate to maintain health and safety. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous

(Video Time 00:41:40)

BOARD OF COMMISSIONERS

7. Consider approval of an order allowing department heads and elected officials to determine employee job duties and location, and ordering all employees to resume work. –Jane Vetto

Summary of presentation:

- On March 21, 2020, the board ordered non-essential employees to remain home until further action by the board;
- Since the board adopted the social distancing policy, department heads now have the flexibility to allow employees to work in one of four ways:
 - Telework;
 - Working from home;
 - Alternate schedules; or
 - On-site, consistent with social distancing policy.
- If the order is adopted, employees would be allowed to return to work in one of the four ways described; and
- If an employee still has concerns about COVID-19 and wishes to remain off work, they may do so using their leave accruals.

Board discussion:

- On Saturday, March 21, 2020, the board held an emergency session and ordered all non-essential employees to stay home;
- Since that time, the governor has released an order implementing social distancing policies to keep people safe;
- Based on that order, and the county's social distancing policy, the commissioners feel they are able to safely allow employees to return to work;
- Due to the ever evolving nature of the situation, the commissioners will continue to follow best practices on keeping employees safe while allowing them to perform services;
- Ms. Fritz reiterated that the board order adopted on March 21, 2020, closed county buildings to the public, however, county services can still be attained; and
- The commissioners thanked all employees for their flexibility in this situation.

G:\BOARD SESSIONS\BOARD SESSION MINUTES\2019\03-25-2020

MOTION: Commissioner Cameron moved to approve an order allowing department heads and elected officials to determine employee job duties and location, and ordering all employees to resume work. . Seconded by Commissioner Brentano; motion carried. A voice vote was unanimous.

(Video Time 00:52:15)

LEGAL COUNSEL

8. Consider approval of an ordinance amending chapter 11.30 of the Marion County Code, and declaring an emergency. -Jane Vetto

Summary of presentation:

- The proposed amendments are to Section 11.30, Habitation on Right-of-Way:
 - The current ordinance allows vehicles and individuals to camp in the right-of-way for 72 hours:
 - After 72 hours the county may commence enforcement proceedings; and
 - May include fines and removal of property.
 - The amended ordinance prohibits the following:
 - Individuals from sitting or lying on county right-of-way, including sidewalks; and
 - Leaving personal property, except for vehicles or RV's within the 72 hour time period, in the right-of-way.
 - There is a \$25 fine for the first occurrence, and \$50 fine thereafter; and
 - Any personal property left for more than 24 hours may be removed in accordance with the law and procedures found in state statute.
- Individuals who are sitting or lying in the right-of-way may be removed and referred to Marion County Law Enforcement Diversion or other community programs:
 - Goal is to provide assistance to people rather than penalize them.
- The ordinance has been drafted in conformance with federal and state laws; and
- It will be enforced by the Community Enforcement Division through the Sheriff's Office.

Board discussion:

- This has been in the works for the past two to three months; and
- It helps to ensure that individuals are treated fairly and to keep people safe.

MOTION: Commissioner Brentano moved to read the ordinance by title only twice. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous

Commissioner Willis read the ordinance by title only twice.

MOTION: Commissioner Brentano moved to approve an ordinance amending chapter 11.30 of the Marion County Code, and declaring an emergency. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous

PUBLIC HEARINGS

9:30 A.M.

None.

Commissioner Brentano read the calendar.
Commissioner Willis adjourned the meeting at 9:59 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

Board Sessions can be viewed on-line at
<https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5>