

BOARD OF COMMISSIONERS

MINUTES OF THE BOARD SESSION – Regular Session

Wednesday, April 6, 2022
9:00 a.m.

Senator Hearing Room
555 Court Street NE
Salem, OR 97301

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

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

PUBLIC COMMENT

(Video Time 00:00:36)

None.

(Video Time 00:00:41)

CONSENT

BOARD OF COMMISSIONERS

Board Committee Appointments – Public Safety Coordinating Council

1. Approve orders appointing Commissioner Colm Willis, Tamra Goettsch, and Christina McCollum to the Marion County Public Safety Coordinating Council with terms beginning April 11, 2022 and ending April 10, 2025.

HUMAN RESOURCES

2. Approve the recommendation to adjust upward the pay grade for classification #522, Chief Medical Legal Death Investigator; and uphold the pay grade for #523, Medical Legal Death Investigator.

TAX OFFICE

3. Approve an order for a property tax refund in the amount of \$17,630.44 for Corelogic Tax Services.

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

(Video Time 00:02:18)

ACTION

BOARD OF COMMISSIONERS

Board Committee Appointments – Local Alcohol and Drug Planning Committee

4. Consider approving an order appointing Eric Rasor to the Marion County Local Alcohol and Drug Planning Committee (LADPC) with terms ending April 30, 2026. –Teri Morgan and Eric Rasor

Summary of presentation:

Teri Morgan:

- Mr. Rasor has owned and operated Souring Heights Recovery Homes for over three years:
 - The recovery homes assists both men and women in the community.
- He has been involved in the local recovery and treatment community for multiple years; and
- Mr. Rasor has been instrumental in facilitating housing for clients involved in the county's Law Enforcement Assisted Diversion (LEAD) program.

Eric Rasor:

- Mr. Rasor has worked in the local drug recovery community for approximately 20 years;
- The community has a need for transitional housing;
- He has developed good working relationships with some of the following:
 - Marion County;
 - Marion County Health and Human Services;
 - Bridgeway Recovery Services;
 - Marion County Law Enforcement Assisted Diversion (LEAD) program;
 - Oregon Department of Human Services;
 - Marion County Specialty Courts; and
 - Other community partners.
- Good community relationships can benefit the individuals being served at Souring Heights Recovery Homes.

Board discussion:

- Commissioner Cameron expressed his appreciation to Mr. Rasor for the services he provides to community members and for volunteering for the LADPC.

MOTION: Commissioner Willis moved to approve an order appointing Eric Rasor to the Marion County Local Alcohol and Drug Planning Committee (LADPC) with terms ending April 30, 2026. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:05:47)

ASSESSOR'S OFFICE

5. Consider approval of the Contract for Services with Scan-It, Inc. in the amount of \$425,000 to provide image scanning services to convert deed books and account jackets to digital form through December 31, 2025. –Tom Rohlfig and Rachael Estill

Summary of presentation:

- The scanning of documents will create efficiencies for the Assessor's Office including:
 - Reducing the amount of time spent filing and refiling documents;
 - Reducing the amount of time spent locating records;
 - Time saved by having access to records in the field; and
 - Reducing the amount of time spent archiving records.
- Currently the records are stored in over 80 filing cabinets.

Board discussion:

- Currently Laserfiche is utilized to store metadata:
 - The records being scanned are working files;
 - Current files are retained, and older files are dropped off after they have been retained for the required amount of time;
 - The county can retain the most current information and utilize retention records; and
 - Records can be retrieved by property tax account number, map and tax lot, legal description, and other identifiers.
- Documents will be easier to find once the project is completed.

MOTION: Commissioner Cameron moved to approve the Contract for Services with Scan-It, Inc. in the amount of \$425,000 to provide image scanning services to convert deed books and account jackets to digital form through December 31, 2025. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

(Video Time 00:09:28)

COMMUNITY SERVICES

6. Consider approval of the Grant Agreement with Santiam Hearts to Arts on behalf of KYAC FM Radio in the amount of \$49,700 for noncommercial education radio upgrades for the Santiam Canyon radio station KYAC through June 30, 2023. –Tamra Goetsch, Ken Cartwright and Jeff Keto, Santiam Hearts to Arts

Summary of presentation:

Tamra Goetsch:

- The 2020 wildfires compromised communications in canyon communities;
- Terrain in the area also impacted communication efforts; and

- The grant agreement provides for advancements that will allow the radio station to reach all areas of the canyon.

Ken Cartwright:

- The radio station is noncommercial;
- Canyon residents utilize the station as a source for accurate and timely information;
- During the wildfires the radio station and a Citizen Band (CB) radio were the only working forms of communication available in the canyon:
 - Station volunteers were able to provide an on-air radio broadcast until 2:00 a.m. on the night of the wildfire evacuation; and
 - For many residents the station's broadcast was the first evacuation alert they received.
- The radio station has sought to expand their broadcast signal into the City of Detroit and the City of Idanha for eight years:
 - Their efforts were hindered by the following:
 - The type of license class they already had; and
 - Insufficient funding.
 - The radio station reached out to multiple government entities for assistance.
- There is a site located in the City of Detroit that will allow a transmitter and a small tower to be installed;
- Once the upgrades are completed the radio station will be able to communicate with the entire canyon during an emergency;
- The new system will have a backup power system that will enable the station to remain on the air if the power goes out; and
- The radio station can be utilized by canyon residents and any individuals traveling through the area.

Jeff Keto:

- There is a group of volunteers working on the project that includes:
 - Licensed Federal Communications Commission (FCC) radio engineers that live in the canyon and are volunteering on the more technical aspects of the installation;
 - Sponsorship from community businesses; and
 - Numerous community members.

Tamra Goettsch:

- The canyon community has raised the entire amount required for the first phase of the upgrade;
- Service improvements are important to community members as well as travelers;
- The contract before the Board will assist with completion of the radio upgrade project; and
- It is anticipated that the project will help keep residents and visitors safe.

Board discussion:

- The backup power system has been tested;
- The dial number for the radio station is FM 90.1;
- The station is also streamed online at KYACFM.org;
- A collaboration with property owners and the City of Detroit has been ongoing to identify a location for a translator and antennas:
 - Multiple sites have been identified; and
 - This phase of the work is near completion.
- The station has received a new FCC license:
 - A signal can now be received into the City of Detroit:
 - It is required for a signal to be heard in the area where a radio repeater will be located.
 - The community is waiting for final FCC approval;
 - The radio station anticipates receiving final FCC approval within six to twelve months; and
 - The station is prepared to broadcast within 30 days of approval from the FCC.
- Mr. Cartwright has been in contact with Senator Wyden’s office, and they may be receptive to helping facilitate the final FCC approval;
- The Board’s Office may be able to help expedite the final FCC approval; and
- Commissioner Willis expressed his appreciation to Mr. Cartwright for providing information to community members at the onset of the 2020 wildfire.

MOTION: Commissioner Willis moved to approve the Grant Agreement with Santiam Hearts to Arts on behalf of KYAC FM Radio in the amount of \$49,700 for noncommercial education radio upgrades for the Santiam Canyon radio station KYAC through June 30, 2023. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:23:43)

7. Consider approval of the Contract for Services with Magellan Advisors in the amount of \$124,950 to provide broadband consulting services for the 2017 North Santiam Area Broadband Strategy for Economic Development and the 2019 Marion County Broadband Strategic Plan through April 30, 2023. –Eli Heindricks and Kelli Weese

Summary of presentation:

- Mr. Heindricks is the county’s Resource Assistance for Rural Environments (RARE) member;
- The RARE program is a rural capacity building program based out of the University of Oregon;
- Mr. Heindricks is working on rural broadband within the county;
- Marion County has been working on rural broadband with Magellan Advisors since 2017;

- Following are the three phases of the county's planned broadband work:
 - Phase I started in 2017 and encompassed the following:
 - Identifying problems; and
 - Planning for future projects.
 - Phase II started in 2018 and encompassed implementing the recommendations that were developed during Phase I which included:
 - Broadband buildouts;
 - Policy development in small cities; and
 - Education related to why broadband is an issue.
 - Phase III will specifically focus on the middle-mile buildout:
 - The county is now actively preparing for grants following the passing of the Infrastructure and Investment Jobs Act.
- Phase I with Magellan Advisors encompassed developing a strategic plan for the county's rural broadband which resulted in the following tasks being accomplished:
 - Development of the North Santiam Canyon Area Broadband Strategy for Economic Development; and
 - Development of a county wide broadband strategic plan which included the following four recommendations:
 - Small city policy development;
 - Shared infrastructure trenching policy development in county rights of way;
 - Broadband build-out in the North Santiam Canyon; and
 - Connecting agricultural communities and businesses to broadband fiber.
- Phase II with Magellan Advisors encompassed project implementation with the following tasks being accomplished:
 - Several broadband deployment projects were completed in the City of Detroit, the City of Idanha, and agricultural areas of the county:
 - Over 500 properties were connected to broadband.
 - Broadband policies were developed for the City of Jefferson, the City of Silverton, and other small cities.
- Phase III with Magellan Advisors will focus on the following three tasks:
 - Use cases for agribusiness;
 - Targeted agricultural broadband deployment; and
 - North Santiam Canyon area broadband development.
 - Some of the tasks involve redoing the initial work that was completed in the canyon in 2017 before the 2020 wildfires and entails:
 - Redoing an analysis of what gaps there are currently in the asset infrastructure for broadband; and
 - Identifying strategies and recommendations to move forward.
- The total contract cost is estimated at \$124,950 and will encompass two fiscal years:
 - An estimated \$30,000 has already been allocated for Fiscal Year 2021-22; and
 - An estimated \$95,000 for Fiscal Year 2022-23 is proposed.
- An error in Exhibit C of the contract was noted:

- There is an error in the total costs for each of the breakdown tasks; but
- The total cost for services is correct.
- The steps for the board to consider are:
 - Approve the contract;
 - Do not approve the contract; or
 - Approve the contract with edits.

Board discussion:

- Ms. Vetto stated that the incorrect number in the contract would have to be changed verbally or in writing:
 - The contract itself has the correct dollar amounts;
 - The error is in the proposal that Magellan Advisors submitted in Exhibit C of the contract; and
 - The error can be noted in the motion.
- During Phase II over 500 properties were impacted:
 - The county is working with service providers to determine who has been connected since the wildfires.
- Middle-mile supports fiber to homes, but it does not actually provide it:
 - Middle-mile consists of broadband lines running along telephone lines or underground along a roadway; and
 - Middle-mile does not connect broadband to homes or properties:
 - It just passes the properties.
- Fiber to home or business is when a provider takes a line from the middle-mile and extends it to a property;
- Phase III of the project will work on middle-mile build-out;
- Providers will often work on getting the fiber to homes;
- Some residents have had issue in the past of getting fiber to their homes:
 - In some instances, residents have developed their own work-around plan to get fiber to their homes.
- The end goal of these projects is to get fiber to homes, businesses, and farms;
- The county is strategically investing in broadband where it is going to generate the most economic value for communities and residents in rural Marion County including:
 - Ensuring that Santiam Canyon businesses have the internet access they need to effectively advertise and draw individuals into their businesses; and
 - Having internet access available for agriculture businesses has been shown to decrease costs, increase yields, and make farms more successful.
- The county anticipates bringing broadband to the community so that it is more accessible to homes and businesses in the future:
 - The expense to get a fiber line to rural communities is extremely high because of the amount of fiber needed to stretch across multiple miles;
 - The county's efforts will create the conduit and lines needed to get to a community; but
 - Broadband will not be going directly to homes and businesses in the community.

- Commissioner Cameron commented that the service providers have responded quickly to issues and area internet service is good.

MOTION: Commissioner Cameron moved to approve the Contract for Services with Magellan Advisors in the amount of \$124,950 to provide broadband consulting services for the 2017 North Santiam Area Broadband Strategy for Economic Development and the 2019 Marion County Broadband Strategic Plan through April 30, 2023, with a note that on page 17 of the Magellan Proposal under the Task/ Description, line number two titled Targeted Agricultural Broadband Development, for 235 hours at \$210 an hour, should be noted that there is an extra zero. It should be listed as \$44,100, not \$44,1000. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

(Video Time 00:40:27)

HEALTH AND HUMAN SERVICES

8. Consider approval of the Contract for Services with Matthew Piehler in the amount of \$234,000 to provide assertive community treatment services for adult behavior health individuals retroactive to February 11, 2022, through February 10, 2023. –Ryan Matthews

Summary of presentation:

- Mr. Piehler is a licensed mental health nurse practitioner in the county’s adult behavioral health program:
 - He is a part of the Assertive Community Treatment (ACT) team.
- ACT is a multidisciplinary team that provides evidence-based practices focused on improving outcomes for individuals with severe mental illness that are at high risk of psychiatric hospitalization or involvement with the criminal justice system;
- ACT clients are a high need population;
- Mr. Piehler can prescribe psychotropic medications for ACT clients including:
 - Anti-depressants;
 - Mood stabilizers; and
 - Other medications.
- Mr. Piehler’s role will include some of the following:
 - Assessments;
 - Health monitoring of individuals that have been prescribed medications;
 - Assisting with diagnosis; and
 - Assisting with a treatment plan.
- Mr. Piehler will also provide some service for general adult behavioral health outpatient programs including:
 - Medical assessments; and
 - Oversight of medications.

Board discussion:

- Mr. Piehler has been working with the county since 2021 through another contractor;

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- Mr. Piehler has requested to work directly with the county;
- Language was added to the contract to reflect a specific scope of work verses a general scope of work provided by the previous staffing agency contractor;
- Mr. Piehler will be providing service as a member of the ACT team and will support the ACT population; and
- The contract states that Mr. Piehler will provide up to 36 hours per week:
 - The expectation is that he will work close to 36 hours per week;
 - Commissioner Bethell expressed her concern that there is not a minimum number of hours required in the contract; and
 - The minimum number of hours worked is monitored to ensure all ACT requirements are being met.
- Almost any service provided by a high-level professional is billable:
 - The county may be able to recover a good portion of the expense for services provided by a professional.
- The county still has a contract in place if needed, with another contractor to provide prescribers if something arises where Mr. Piehler is unavailable.

MOTION: Commissioner Willis moved to approve the Contract for Services with Matthew Piehler in the amount of \$234,000 to provide assertive community treatment services for adult behavior health individuals retroactive to February 11, 2022, through February 10, 2023. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 00:47:41)

9. Consider approval of Amendment #1 to the Contract for Services with Dr. Kay L. Dieter to add \$395,319.50 for a new contract total of \$704,199.50 to provide medical assessment and supervision for Marion County Health and Human Services (MCHHS) adult mental health clients through January 31, 2023.

–Ryan Matthews

Summary of presentation:

- Dr. Dieter has been with the county’s adult behavioral health program for approximately ten years;
- Dr. Dieter provides some of the following services:
 - Medical assessments;
 - Prescribes and dispenses psychotropic medications which include:
 - Antidepressants;
 - Mood stabilizers; and
 - Antipsychotics.
 - Evaluates treatment results; and
 - Consults with treatment team members.
- The county’s medical services team includes seven prescribers of which four prescribers are part of the adult behavioral health team:

- It is critical that the county have enough high-level medical professionals to provide services to all areas of health.
- Dr. Dieter works in the county's adult behavioral health program with individuals that have severe and persistent mental illness; and
- Dr. Dieter monitors individuals receiving general outpatient services including ongoing monitoring of how an individual is responding to treatment and medications.

Board discussion:

None.

MOTION: Commissioner Cameron moved to approve Amendment #1 to the Contract for Services with Dr. Kay L. Dieter to add \$395,319.50 for a new contract total of \$704,199.50 to provide medical assessment and supervision for Marion County Health and Human Services (MCHHS) adult mental health clients through January 31, 2023. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

(Video Time 00:50:38)

PUBLIC WORKS

10. Consider approval of the incoming funds Intergovernmental Agreement (IGA) with the Oregon Department of Consumer and Business Services in the amount of \$1,582,664 to provide pass-through grant funds for the fire hardening of structures rebuilt by victims of the 2020 wildfires through June 30, 2023. –Chris Trussell and Brandon Reich

Summary of presentation:

- The Department of Consumer and Business Services was granted funds from legislation to create a wildfire grant program to distribute \$1,582,664 to county property owners:
 - The funds are intended to help incentivize the rebuilding of structures affected by the 2020 wildfires.
- The grant funds are available on a first come first served basis;
- The funds are provided to property owners so that they can utilize fire resistant methods and materials when they rebuild;
- Fire hardening is an important tool that helps make structures more resistant to fire and can include building with the following:
 - Siding and roofing materials that resist ignition;
 - Fire resistant windows; and
 - Using attic ventilation devices that help reduce the spread of fire and ember intrusion.
- The county's role will include:
 - Receiving applications;
 - Verifying applicants' qualifications;
 - Performing inspections to verify completion; and
 - Distributing the grant funds to qualified applicants.

- Applications are available on the county’s website and from the Public Works office;
- Information will be emailed or mailed to property owners currently rebuilding, and to those that have already rebuilt; and
- Staff recommends that the board approve the IGA with the Oregon Department of Consumer and Business Services for the fire hardening grant.

Board discussion:

- Applicants that have completed their rebuild project will be notified via email or through the mail;
- The distributed funds are a set fee that the applicants will receive regardless of the evaluation of the cost or the construction:
 - There are seven fire hardening improvement projects that qualify for the funding:
 - The homeowner receives a set dollar amount based upon the number of improvements they choose to complete; and
 - A homeowner may choose to complete one project, multiple projects, or the maximum of seven projects.
- The program is intended for properties where structures were physically damaged or destroyed by the 2020 wildfires:
 - Structures that were not directly affected by the wildfires will not qualify for the program; and
 - Further research was requested for structures that may have had smoke damage or another form of damage and required some form of recovery.
- There is the potential for the grant funding to deplete quickly:
 - If property owners applied for and qualified for all seven projects, then there would be enough funding for an estimated 300 homes; and
 - There are already 300 homes in the application process.
- The reimbursement funding is small compared to the amount of work that will be required on a home;
- The set dollar amount reimbursements will most likely not reimburse homeowners for the entire cost of the work they have done; and
- There could be a demand in the legislature for additional money for these types of projects.

MOTION: Commissioner Willis moved to approve the incoming funds Intergovernmental Agreement with the Oregon Department of Consumer and Business Services in the amount of \$1,582,664 to provide pass-through grant funds for the fire hardening of structures rebuilt by victims of the 2020 wildfires through June 30, 2023. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 01:01:37)

*Recess as Board of Commissioners.
Convene as Contract Review Board.*

CONTRACT REVIEW BOARD ACTION

COMMUNITY SERVICES

1. Consider approval of an order for a Contract-Specific Special Procurement with Galaxux for the licensing and annual maintenance of the Community Resource Network (CRN) that connects community resources to people from July 1, 2021, through June 30, 2026. –Tamra Goettsch and Camber Schlag

Summary of presentation:

Tamra Goettsch:

- The Community Resource Network (CRN) is an online program that is available to organizations that case manage individuals who have unmet needs including the following:
 - Bedding;
 - Clothing; and
 - Other items:
 - They enter into an agreement with Marion County and become a member of the CRN.
- The CRN allows the organizations to post requests for unfilled needs on the CRN site;
- The service is free, and the intent is to fill unmet needs that are not being filled by other resources within the county; and
- Unmet needs may be fulfilled by various organizations and philanthropic individuals visiting the site.

Camber Schlag:

- Community Services posted the special procurement on OregonBuys from March 16, 2022, through March 23, 2022:
 - No protests were received.
- The contractor currently working with the county owns the software;
- Continuing to work with the current contractor provides continuity for users and it saves the county the financial resources that would be required to build a new website; and
- The approval of the special procurement allows CRN to continue to help clients.

Board discussion:

- Ms. Vetto expressed that a contract will be coming before the board at a future meeting.

MOTION: Commissioner Willis moved to approve an order for a Contract-Specific Special Procurement with Galaxux for the licensing and annual maintenance of the Community Resource Network (CRN) that connects community resources to people from July 1, 2021, through June 30, 2026. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 01:08:21)

HEALTH AND HUMAN SERVICES

2. Consider approval of an order that grants an exemption to reinstate an expired contract with Premier Office Technologies to provide medical transcription services. –Ryan Matthews and Camber Schlag

Summary of presentation:

Camber Schlag:

- Marion County public contracting rules regarding the reinstatement of expired contracts limits the reinstatement to 90 days;
- With Board approval the contract with Premier Office Technologies would be reinstated at 157 days past due;
- The reinstatement of the contract will allow the county to receive medical transcription services from Premier Office Technologies;
- The county will begin contract negotiations with a new vendor once the new Oregon statewide price agreement is established in May 2022; and
- Staff anticipates it will take up to 90 days to negotiate a contract with the new state provided vendor and to implement the new program.

Ryan Matthews:

- Medical transcription services support the county's medical team:
 - The medical team dictates chart notes into an audio file and Premier Office Technologies converts the audio file into a written report that becomes a part of a client's chart.
- The contract was not initially renewed because the functionality is being built into the new Health and Human Services (HHS) Electronic Health Record system:
 - The transcription service being built into the new system is not ready to be utilized.

Board discussion:

None.

MOTION: Commissioner Cameron moved to approve an order that grants an exemption to reinstate an expired contract with Premier Office Technologies to provide medical transcription services. Seconded by Commissioner Willis; motion carried. A voice vote was unanimous.

***Adjourn as Contract Review Board.
Reconvene as Board of Commissioners.***

(Video Time 01:12:56)

HEALTH AND HUMAN SERVICES

11. Consider approval of Amendment #3 to the Contract for Services with Premier Office Technologies to add \$100,000 for a new contract total of \$400,000 to provide medical transcription services through June 30, 2023. –Ryan Matthews

Summary of presentation:

- Premier Office Technologies provides medical transcription services for the Behavioral Health medical team;
- The medical team dictates chart notes into an audio file and Premier Office Technologies converts the audio file into a written report that becomes a part of a client’s chart; and
- Health and Human Services anticipates integrating transcription services into the new Electronic Health Record system that is being developed so there is a possibility that this contract will be ended early.

Board discussion:

None.

MOTION: Commissioner Willis moved to approve Amendment #3 to the Contract for Services with Premier Office Technologies to add \$100,000 for a new contract total of \$400,000 to provide medical transcription services through June 30, 2023. Seconded by Commissioner Cameron; motion carried. A voice vote was unanimous.

(Video Time 01:14:51)

**PUBLIC HEARINGS
9:30 A.M.**

None.

Commissioner Bethell read the calendar;
Commissioner Bethell adjourned the meeting at 10:21 a.m.

CHAIR

COMMISSIONER

COMMISSIONER

Board Sessions can be viewed on-line at

<https://www.youtube.com/playlist?list=PLSUQ1gg6M78UsBE3q6w4rdf59Z5rXkEi5>