



MARION COUNTY BOARD OF COMMISSIONERS
MANAGEMENT UPDATE

Minutes

Tuesday, March 31, 2026, 9:30 a.m. – 10:30 a.m.
Commissioners' Boardroom
Courthouse Square, 555 Court St. NE, Suite 5231
Salem, Oregon 97301

Attendance:

Commissioners: Colm Willis, Danielle Bethell and Kevin Cameron.

Board's Office: Alvin Klausen, Trevor Lane, Matt Lawyer, and Toni Whitler.

Legal Counsel: Steve Elzinga.

Sheriff's Office: Jacob Ramsey.

Public Works: Brian Nicholas, Kevin Thompson, Dennis Mansfield, and Austin Barnes.

Human Resources: Sherry Linter.

Business Services: Tamra Goettsch.

Clerk's Office: Bill Burgess.

Health and Human Services: Ryan Matthews, Naomi Hudkins, and Phil Blea.

Commissioner Kevin Cameron called the meeting to order at 9:30 a.m.

Informational

1. Proposed Amendment to Elections Security Contract

-Bill Burgess

Summary of Presentation:

- Provides staff for ballot processing areas, voting booths, and closure of certain drop sites, and access control for election workers.
- Contract compensation is hourly, historical use around \$69,000 for recent elections:
 - Request includes up to \$80,000 to allow for a buffer.
- Hourly rate increased \$30/hour to \$35/hour in year one and \$36/hour in year two:
 - Mileage remains at \$0.70 per mile.
- Desire to preserve competitive procurement via Request for Proposal (RFP):
 - So other security firms have an opportunity to bid.

Board Direction:

- Extend current election security contract through December 2027.
- Ensure RFP is conducted prior to end of extended term:
 - Work starting well in advance of mid-2027.
- Contract structure to allow transition to new vendor earlier than December 2027 if RFP results are more favorable.

2. Marion County Planning Commission Recruitment

- **Kent Kaufman**
- **Terrence Behrens**

-Austin Barnes & John Speckman

Summary of Presentation:

- Two long-serving commissioners resigned, creating vacancies on commission.
- Recruitment produced two recommended candidates.
- Kent Kaufman:
 - Extensive construction and development experience in county and surrounding cities.
- Terrence Behrens:
 - Engineer with construction experience.
 - Resides in Santiam Canyon and restoring representation from that area.
- Planning staff and Planning Commission leadership support both applicants.
- Both are willing to serve and do not require a presentation.

Board Direction:

- Approved to move forward on consent.

3. Amending Parks Schedule of Fees

-Kevin Thompson

Summary of Presentation:

- County pays state Transient Lodging Tax (TLT) on camp reservations from Parks fund instead of giving it to customers.
- Proposal to pass TLT directly to visitors and show it as separate line item on receipts.
- State legislation will increase TLT by 0.25% to 2.75% starting January 2027.
- Firewood has been sold at campgrounds but not listed in official Parks fee schedule.
- Existing informal price is \$10 per wheelbarrow:
 - Proposal to increase to \$16 per wheelbarrow.
 - Still better value than multiple small bundles.
- Firewood and campground charges are processed via digital/online payment:
 - No cash is handled in parks.

Board Direction:

- Approved to move forward on consent.

4. Memorandum of Understanding (MOU) with Oregon Health & Science University (OHSU) Oregon Behavioral Health Coordination Center Data Sharing

-Naomi Hudkins

Summary of Presentation:

- MOU aims to support real time bed management for:
 - Horizon House.
 - Enhanced Needs Care Coordination placements.
 - Residential treatment facilities and homes across system.
- Makes residential bed availability visible statewide:
 - Facilitate faster placements for those with complex behavioral health needs.
- Concern of absorbing large number of out-of-county residents:
 - Oregon State Hospital's (OSH) location.
 - No statutory return to county requirement beyond aid and assist.
- Centralized bed visibility tool could increase pressure on county capacity.

Board Direction:

- Proceed with MOU, conditioned on including:
 - 30-day termination convenience clause allowing county to withdraw if needed.
- Monitor impacts of statewide bed sharing and placements into Marion County.
- Schedule follow-up discussion in early August with Health & Human Services and Enhanced Needs Care Coordination (ENCC):
 - Review operational impacts.

- Identify statutory change options for stronger return-to-county protections.

5. Request for Authorization of Contract for Lease of Horizon House

-Naomi Hudkins

Summary of Presentation:

- Located on OSH campus and provides behavioral health residential services.
- Lease renewal is retroactive to September 2025:
 - Prolonged contract negotiations.
- New lease term is five years, expiring August 31, 2030.
- Lease rate increased after many years at static \$1,000/month:
 - Better reflect market conditions.
- Expected to be used even when more buildings come online, to keep bed capacity.
- State/OSH is conservative on building changes due to historic status:
 - Complicates maintenance and upgrades.

Board Direction:

- Approved to move forward on consent.

6. Request for Authorization of Contract for Lease of Stepping Stones

-Ryan Matthews

Summary of Presentation:

- Five-bedroom home near Horizon House on OSH campus:
 - Helping supported housing Psychiatric Security Review Board (PSRB) clients.
- Prior rent was \$1,000/month for many years:
 - New rent is \$1,774/month, following landlord reassessment of market value.
- Lease language now includes:
 - Confirms county does background checks at hire and every two years:
 - Required by licensing.
 - Landlord's right to request checks for those on their property:
 - Limited circumstances.
- Concerns that state could interpret or use such personnel information.
- Operationally, county already meets and documents background check requirements.

Board Direction:

- Approved to move forward on consent.
- Monitor patterns of data requests:
 - Revisit with Legal if they become excessive or problematic.

7. Invitation to Participate in Community Health Initiative

-Ryan Matthews

Summary of Presentation:

- City of Salem is developing community health and safety initiative:
 - Connected to Harvard Bloomberg program participation.
- Staff report and a continuum graphic describe roles for:
 - Prevention:
 - Includes county functions and youth programs.
 - Treatment:
 - County Health & Human Services.
 - Treatment providers.
 - Enforcement:
 - Law enforcement, District Attorney (DA), etc.
- City begun internal planning and will reach out to partners:

- County expects to be involved in both prevention and treatment efforts.
- Concerns:
 - Ensuring county policymakers are engaged early.
 - City driven policy changes that affect county without board involvement.

Board Direction:

- Approved to move forward:
 - Staff participation tailored to meeting purpose.
 - Commissioner engaged to understand goals, timing, and expectations.
- Circulate the City materials to all commissioners.
- A designated commissioner will:
 - Review materials,
 - Coordinate with sheriff, DA, and Juvenile Department.
 - Develop county participation plan and communicate expectations to City.

8. Active Threat Standard Response Protocol (SRP)

-William White & Michael O’Connell

Summary of Presentation:

- Adopt SRP from I Love U Guys Foundation:
 - As county’s active threat and critical incident response framework.
- SRP uses plain language action directives rather than code words or colors:
 - Improves clarity for staff and building occupants.
- Aligned with Incident Command System (ICS)/ National Incident Management System (NIMS):
 - Encourages IS 100 and IS 700 training for key personnel.
- Will enhance, not replace, site specific emergency plans:
 - Is free for public entities.
- Roll-Out Plan:
 - Risk team trained and familiarized by April 30.
 - Department consultations beginning May 4.
 - Train the trainer sessions starting July 1.
 - Department level staff training beginning by late August / mid-September.

Board Direction:

- Approved to move forward.

9. Consider Appointment of Sarah Steen to the Materials Management Advisory Council (MMAC)

-Sherry Linter

Summary of Presentation:

- MMAC vacancies:
 - Non-voting recycling industry seat vacant.
 - Non-voting community organization seat recently filled by Mark Lowry.
- Sarah Steen is proposed for non-voting recycling industry position.
- Appointment will complete council’s membership.

Board Direction:

- Approved to move forward on consent.

10. Legislative Update

-Alvin Klausen

Summary of Presentation:

- Business Oregon and Community Services:

- Community Services revising funding mechanism with Business Oregon for Opal Creek–related money and similar projects.
- Goal to move away from strict reimbursement model toward structure where:
 - County receives funds in advance (or on a more flexible schedule), and
 - Reporting requirements are clear but not overly burdensome.
- Business Oregon has requested meeting in second half of April:
 - How funds will flow to the county.
 - Reporting and reimbursement expectations.
 - Model used in Oregon Housing and Community Services (OHCS) Intergovernmental Agreement (IGA) can be a template:
 - Where county received money up front with agreed reporting.
- Participants anticipated for the meeting include:
 - Community Services staff.
 - Board Office staff.
 - Legal as needed.
 - A commissioner.
- Veteran’s Cemetery Proposal and Neighborhood Concerns:
 - MacLeay residents organizing around proposed cemetery location nearby.
 - Community members formally asked a commissioner to speak during public comment on April 30th.
 - Neighborhood emails following prior Management Update (MU) expressed:
 - Frustrated that county’s letter was not strong enough in opposing site.
 - Perception county has not been clear or forceful enough publicly.
 - County is strongly supportive of veterans and veteran services:
 - Does not oppose honoring veterans.
 - Concern is location and neighborhood impacts, not veterans themselves.
 - Board has taken multiple actions:
 - Visiting D.C.
 - Recommending alternative locations.
 - Working with Oregon Department of Veterans’ Affairs (ODVA).
 - Working with the Governor’s Office.
- Regional Solutions Board Representation:
 - A county commissioner representative is needed.
- NW Natural Pipeline Proposal:
 - Requires coordination with Business Oregon and state partners.
 - Linked to broader infrastructure and economic development discussions:
 - How state funds are structured and delivered to county.
 - County’s goals include:
 - Pipeline or related projects are funded without cash flow county strain.
 - Fund structures that mirror successful models:
 - Money provided up front with clear reporting requirements.
 - Part of same larger conversation with Business Oregon and Governor’s Office:
 - Funding mechanisms.
 - Aligning state support with county responsibilities and timelines.

Board Direction:

- Business Oregon and Community Services:
 - Commissioner Kevin Cameron will attend meeting.
 - Have Kirby join as well.
- Veteran’s Cemetery Proposal:
 - Continue to engage with McLeay neighborhood.
 - Prepare written summary of all county actions to date on the cemetery siting:
 - Draft letter to Governor for a meeting and partnership on other solutions:
 - Coordinate that effort with ODVA and the county’s lobbyist.
- Regional Solutions Board Representation:
 - Wait until after elections to give recommendation.

11. Board Session

- **March 25, 2026 – Agenda**
- **April 1, 2026 – Preview Agenda**
- **April 8, 2026**

-Commissioner Colm Willis

Summary of Presentation:

- Overview of Agenda.

Board Direction:

- Good to move forward.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

Commissioner Danielle Bethell

- N/A

Commissioner Kevin Cameron

- N/A

Commissioner Colm Willis

- N/A

Other

Jail Wi-Fi Capital Project

-Gary Christofferson

Summary of Presentation:

- IT and Sheriff's Office working with CVE Technologies Group Inc. for Wi-Fi in the jail:
 - Recognize structural challenges in concrete facility.
- Initial quote for full facility very high:
 - Sheriff's Office and IT reduced scope to only operationally necessary areas.
- Current project cost is approximately \$240,000–\$248,700 in capital dollars:
 - General Fund.
- Ongoing costs:
 - 94 Access Points (APs) to be replaced on five-year cycle.
 - Major expense is initial installation:
 - Conduit, wiring, work in concrete.
 - AP hardware replacement is relatively modest.
 - Wi-Fi will run on the existing county network:
 - No separate subscription/data charge expected.
- Operational benefits:
 - Enables use of Pocket JMS on mobile devices, allowing deputies to:
 - Conduct inmate checks.
 - Process movements:
 - Such as attorney visits.
 - Enter information directly from tiers instead of returning to desk.
 - Supports supervision philosophy of being out on tiers instead of at desks.
 - Increases efficiency for medical and behavioral health providers:
 - Charting in real time on site instead of after-hours at home.
- Process clarification:
 - Meeting used as checkpoint before investing time into a full agreement.
 - Board's desire to confirm scope and intent first,
 - See contract or master service agreement at Board Session before approval:
 - Any sole source justification as well.

Board Direction:

- Approved to move forward.
- Directed staff to:
 - Obtain final quote from CVE and draft formal contract for project.
 - Route contract through standard process.
 - Bring to Board Session for final approval.
- Reaffirmed two-step approach for mid-year/non-Capital Improvement Plan (CIP) and sole source type projects:
 - MU or CIP approval:
 - Confirm project scope, funding path, and intent to proceed.
 - Bring final contracts and sole source determinations to Board Session:
 - For approval and board review of terms and costs before committing

Environmental Systems Research Institute (ESRI) Geographic Information System (GIS) Sole-Source & Purchase Order (PO) Process

-Commissioner Danielle Bethell

Summary of Presentation:

- PO for ESRI/GIS procurement paused after direction given at MU:
 - Created confusion for IT about next steps.
- Board did authorize moving forward conceptually with ESRI sole source at meeting:
 - Negotiate and bring master service agreement (MSA) before issuing PO.
- Legal/Board Office noted a tension between:
 - Statutory/contract expectations:
 - Typically, sole source determination is made before negotiation.
 - Preference to see actual terms and costs before fully committing.
- Board may agree there is reasonable basis for sole source:
 - Still reject deal if negotiated terms too costly or unfavorable to county.
- Board's perspective there are two distinct decisions:
 - Whether sole source is justified.
 - Whether the final MSA/PO terms are acceptable.

Board Direction:

- For the ESRI / GIS procurement:
 - Staff should bring MSA and PO board for review and final approval.
 - Board will:
 - Confirm whether the sole-source determination is appropriate.
 - Decide whether to approve the specific contract terms and funding.
- More generally:
 - Approval to pursue sole source at MU does not equal final approval.
 - Final approval is negotiated agreement and PO are brought to Board Session.

OSH Return-to-County and Behavioral Health Impacts

-Commissioner Danielle Bethell and Sam Brentano

Summary of Presentation:

- A former county leader shared historical context:
 - State prisons released people statewide in Salem with minimal support.
 - Advocacy led to law requiring return to home county upon release.
 - Similar dynamic exists with OSH:
 - Individuals from across state treated in Marion County.
 - Often remain after discharge.
 - Create disproportionate impacts on local services and public safety.
 - Marion County should:
 - Be compensated for these system level impacts.
 - Ability to reject or redirect high-risk individuals back to their county.

- Commissioners acknowledged:
 - ENCC team successfully pushed back some and refused inappropriate discharges into county when statutory criteria were met.
 - In 2023, county helped pass legislation requiring return to home county for some OSH aid and assist releases.
 - Still inconsistent practices from state partners, and broader statutory gaps remain concerning where behavioral health clients can be discharged.

Board Direction:

- Continue developing and pursuing additional legislation.

Oregon Health Authority (OHA)

-Steven Elzinga

Summary of Presentation:

- Legal counsel summarized an emerging concern:
 - OHA declined opposing Disability Rights Oregon (DRO) motion:
 - Seek to exclude additional crimes from eligibility for OSH commitment.
 - If there is no state opposition, judge very likely to approve motion.
 - Could result in “get out of jail free” outcomes for certain crimes:
 - If OSH is not available as a placement option.
- Will be addressed in more detail in an upcoming executive session.
- Staff from other counties are reaching out to Marion County leadership about it.

Adjourned – time: 10:39 a.m.

Minutes by: Mary Vityukova

Reviewed by: Gary L. White