



MARION COUNTY BOARD OF COMMISSIONERS
MANAGEMENT UPDATE

Minutes

Tuesday, August 25, 2026, 9:30 a.m. – 11:30 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: Chris Eppley, Matt Lawyer, Jon Heynen, Alvin Klausen, Trevor Lane, Jonathan Sanford, Toni Whitler, and Brenda Koenig.

Business Services: William White.

Community and Economic Development (CED): Steve Dickey, Laura McClellan, and Kelli Weese

County Clerk's Office: Rebekah Sten Doll, and Holly Steel Haselton

District Attorney's (DA) Office: Paige Clarkson, Brendan Murphy, Jacqueline Osborne, and Tia Bufton.

Finance: John Carlson, Toby Giddings, and Kathleen George

Health and Human Services (HHS): Troy Gregg, Rhett Martin, Stacie Neal, Susan McLauchin, and Teri Morgan.

Human Resources: Sherry Lintner, and Kathy Bolen.

Information Technology (IT): Gary Christofferson.

Legal: Steve Elzinga, Jennifer Rogers Sebastian Tapia, and Andrew Mittendorf.

Public Works (PW): Brian Nicholas, Brian May, Stephanie Pulvers, Carl Lund, Lani Radtke, Michael Pierce, Tsige Woldegiorgis, Ryan Wade, Don Alexander, and Ryan Crowther.

Sheriff's Office (SO): Nick Hunter, Jacob Ramsey, and Matt Wilkinson.

Guest: Kathy Rogers.

Commissioner Colm Willis called the meeting to order at 9:35 a.m.

Informational

1. Initial Board Review

SO:

- **Contract with Summit Food Service, LLC for Adults in Custody (AIC) Commissary and Trust Fund Services**
- **Contract with Salem Health Hospitals for Hospital and Clinical Services for AIC**
- **Contract Amendment #1 with Dr. O'Neill Solanky for AIC Dental Services**
-Commander Jacob Ramsey

PW

- **Contract Amendment #1 to GMP with Slayden for Brooks-Hopmire Water Improvement Project**
-Shane Ottosen

HHS:

- **Mid-Valley Secure Residential Treatment Facility (SRTF) Provide Services for Adults in Transition**

- Jennifer Chun

HR

- **Salem Foundation Distribution Committee Vacancy**
- **International Volunteer Managers Day, Thursday, November 5, 2026**
- **Employee Picnic and Fun Run 2027**

-Sherry Linter and Kathy Bolen

Summary of Presentation:

- Contract with Summit Food Services, LLC for AIC Commissary and Trust Fund Services:
 - Selection followed Request for Proposal (RFP) to provide commissary vending and manage inmate trust funds.
 - Centralize vending services and fiduciary handling of inmate monies at jail.
- Contract with Salem Health Hospitals for Hospital and Clinical Services for AIC:
 - Ongoing negotiations for a new agreement, following completion of a retroactive clean-up contract.
- Contract Amendment #1 with Dr. O'Neill Solanky for AIC Dental Services:
 - Request additional ~\$100,345 to continue in-custody dental services under existing long-term provider.
 - Statutory and case law standards for medically necessary care, cost pressures, possible system misuse, and need better data on utilization and length of stay.
- Contract Amendment #1 to GMP with Slayden for Brooks-Hopmire Water Improvement Project:
 - Uses remaining project funds plus additional dollars to extend waterline along local roads, loop system, and add fire hydrants.
 - Will increase potential customer connections and improve system operations where construction is feasible within schedule and budget.
- Mid-Valley SRTF Provide Services for Adults in Transition:
 - New 16 bed class 1 SRTF is preparing to open around mid-October:
 - Pending state licensing.
 - County will act as fiscal intermediary using state pass through funds for residents who are not currently Medicaid/Supplemental Security Income (SSI)-eligible or are in eligibility transition.
 - Concern that invoicing role is being done with no explicit administrative fee:
 - Request to review contract framework and how admin costs are recognized.
- Salem Foundation Distribution Committee Vacancy:
 - County appointed member is term-limited after two five-year terms:
 - Position becomes vacant end of December.
 - Board prefers targeted recruitment via networks with application materials circulated to board and a thank you certificate prepared for outgoing member.
- International Volunteer Managers Day, Thursday, November 5, 2026:
 - Plan to send a small county branded item and signed card to staff who manage volunteers:
 - Under \$1 value
 - Item will be part of combined order also used for National Volunteer Week to maximize purchasing efficiency and remain within ethics limits.
- Employee Picnic and Fun Run 2027:
 - HR will issue RFP for race management and catering services.
 - Total event not to exceed of about \$30,000 from wellness budget.
 - Event includes 5K plus picnic and family activities:
 - Typical participation is around 250 employees and family members.
 - Locations at larger state parks are preferred due to facilities, parking, and accessibility for staff from across county.

Board Direction:

- Contract with Summit Food Services, LLC for AIC Commissary and Trust Fund Services:
 - Proceed.
- Contract with Salem Health Hospitals for Hospital and Clinic Services for AIC:
 - Proceed.
- Contract Amendment #1 with dr. O'Neill Solanky for AIC Dental Services:
 - Proceed.
- Contract Amendment #1 to GMP with Slayden for Brooks-Hopmire Water Improvement Project:
 - Proceed.
- Mid-Valley SRTF Provide Services for Adults in Transition:
 - Proceed.
- Salem Foundation Distribution Committee Vacancy:
 - Proceed.
- International Volunteer Managers Day, Thursday, November 5, 2026:
 - Proceed.
- Employee Picnic and Fun Run 2027:
 - Proceed.

2. Oregon Department of Administrative Services (DAS) Mailing and Printing of Property Tax Statements

-Assessor Tom Rohlfing

Summary of Presentation:

- Proposal updates intergovernmental agreement (IGA) with DAS Publishing & Distribution for printing, folding, and mailing annual property tax statements.
- Approximately 126,000 statements are mailed each year:
 - Different colors and formats depending on lender status.
 - Special handling:
 - Some small subsets still handled in-house.
- Three-year contract not-to-exceed roughly \$300,000:
 - Equating to under \$1 per mailed statement.
 - DAS continuing as a reliable local government print vendor.

Board Direction:

- Approved to move forward.

3. Metro Presort Inc. Ballot and Voter Notification Card Services End of Contract

-County Clerk Bill Burgess

Summary of Presentation:

- Existing contract for voter notification and voter confirmation cards:
 - National Voter Registration Act (NVRA)-required notices for registration/updates and inactivation/cancellation.
 - Ends September 30th, during November election cycle.
- Request to extend agreement through end of December using remaining funds:
 - To avoid disrupting weekly mailings during election.
- New three-year contract, prior procurement exemptions proposed:
 - Board asks for competitive RFP be done given availability of other vendors.

Board Direction:

- Approved to move forward.

4. Contract Amendment #2 with Slayden for Guaranteed Maximum Price (GMP) for the North Santiam Canyon Sewer Project

-Brian Nicholas

Summary of Presentation:

- Second amendment to GMP adds:
 - Kane's Marina wastewater system.
 - Cedars guardrail work.
 - Allowance for future Fairview/Kingwood Road improvements.
- Some elements were originally intended for a prior amendment:
 - Pricing negotiations delayed inclusion.
- Parallel issues with city stormwater requirements for marina property and ensuring contractor access by specific September dates:
 - Tied to American Rescue Plant Act (ARPA) funding timelines and previously executed grant agreement.

Board Direction:

- Approved to move forward.

5. North Fork Corridor Recreation Management Plan Update

-Don Alexander and Kevin Thompson

Summary of Presentation:

- Multi-agency recreation management plan is underway for North Fork/Little North Santiam corridor in partnership with federal and state land managers.
- Consultant completed early phases of data collection and site analysis:
 - Project entering first major public engagement phase.
- In-person open houses scheduled in mid-September in Salem and Lyons:
 - Combined with corridor site tours for agency staff and consultants.
- Outreach:
 - Press releases.
 - Targeted stakeholder notifications.
 - Social media posts:
 - With boosted distribution.
 - Efforts to involve both canyon residents and valley recreation users.

Board Direction:

- Approved to move forward.

6. Consider Appointments to the Materials Management Advisory Council (MMAC)

-Brian May

Summary of Presentation:

- City representative seat on council vacant due to an internal promotion at city.
- City has selected a replacement staff person to assume that designated seat.
- Urban-area vacancy expected to be filled from recommended candidate brought forward to staff.

Board Direction:

- Approved to move forward.

7. HHS Conference Room Vendor Proposal

-Rhett Martin

Summary of Presentation:

- Proposed contract with an Audio-Visual (AV) vendor to upgrade technology in multiple HHS conference rooms and fund ongoing maintenance/repair work:

- About \$140,000.
- Specific rooms, estimated costs, and funding sources/service codes outlined in proposal.
- Urgent need for repairing conference room is experiencing significant AV issues.

Board Direction:

- Approved to move forward.

8. Prevention “Youth Voice” Year End Review

-Susan McLaughlin and Marie Little

Summary of Presentation:

- Youth Voice board engaged peers on mental health and substance use prevention:
 - Focus especially on vaping and promotion of the 988 crisis and support line.
- Activities:
 - Tabling events at local high schools with high student engagement.
 - Community health fair with youth-created mental health materials.
 - Recruitment efforts for new members.
- Alumni from program are continuing as adult volunteers to mentor next cohort:
 - Program is collaborating with tobacco, mental health, and alcohol/drug staff on youth-specific quit kits.
- Board encouraged sharing aggregated feedback and data with local school districts:
 - Particularly where new mentorship grants are being implemented.
 - Request direct outreach and presentations to district leadership.

Board Direction:

- Approved to move forward.

9. 2025-2025 Community Development and Block Grant (CDBG) and HOME Consolidated Annual Performance and Evaluation Report

-Steve Dickey

Summary of Presentation:

- Annual U.S Department of Housing and Urban Development (HUD) performance report covers prior program year’s CDBG and HOME activities:
 - Facility improvements, service expansion, housing rehabilitation and ownership assistance.
- CDBG-funded projects:
 - Facility and equipment work for community services provider:
 - In progress.
 - Purchase larger food bank facility:
 - Completed.
 - Service expansions in Stayton and North Marion County:
 - Operational and drawing down funds.
- Homeowner rehabilitation program added several more completions:
 - Bringing total assisted homes into low 50s.
 - With additional units recently finished after June 30th reporting date.
- HOME first-time homebuyer program remains constrained:
 - High housing prices.
 - Interest rates.
 - Income eligibility bands:
 - Leading to few new loans.
- Difficulties persist in deploying required HOME set-aside funds due to small scale of available projects.
- Public hearing scheduled before submission of report to HUD by late-September deadline.

Board Direction:

- Approved to move forward.

10. Proposer Salem Dog Contribution Toward September 2026 Adoptions

-Lauren Thielke

Summary of Presentation:

- Local nonprofit offered to subsidize dog adoption fees for month of September:
 - Contributing \$200 per adoption.
- Under standardized fee structure for promotion, adopters would pay flat \$25:
 - Nonprofit covers remainder of standard county fee.
- Track difference of standard and promotional fees as in-kind contribution and report after event:
 - Contact details for nonprofit will be shared so a formal thank-you can be sent.

Board Direction:

- Approved to move forward.

11. Legislative Update

-Alvin Klausen

Summary of Presentation:

- Letter to Governor Regarding Behavioral Health Facility Safety Rules:
 - Address safety concerns related to state health authority rules governing behavioral health facilities.
 - References prior board presentation with local provider and requests Governor direct agency to take corrective action.
 - Notes if state level safety issues are not resolved promptly, county may seek federal oversight for potential violations of federal Medicaid requirements.

Board Direction:

- Board chair signed letter on behalf of board:
 - Consensus that attaching petition and prior letter is appropriate.

12. Board Session

- **August 26, 2026 – Agenda**
- **September 2, 2026 – Agenda Draft**

-Commissioner Colm Willis

Summary of Presentation:

- Agenda overview.

Board Direction:

- Good with update.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE**Commissioner Danielle Bethell**

- Meeting with Representative Jules Walters:
 - Discuss Kratom and drafting legislation.

Commissioner Kevin Cameron

- N/A

Commissioner Colm Willis

- N/A

Other**Information on Position/Contract Costs**

-Commissioner Danielle Bethell

Summary of Presentation:

- Direction given to display existing contract value and value of any amendment:
 - Rather than incremental change.
- For position changes, board requested clearer presentation of cost of positions and financial impacts of market or Full Time Equivalent (FTE) adjustments.

Board Direction:

- Good with update.

Oregon Housing and Community Services (OHCS) Letter

Matt Lawyer

Summary of Presentation:

- Draft letter regarding wildfire related funding and project requirements shared with Mill City.
- Mill City indicated support for letter's direction and concerns:
 - Planned to inform its council accordingly.
- Requested edits from incorporated and revised version to be circulated for final review and signature.

Board Direction:

- Good with update.

Adjourned – time: 11:03 a.m.

Minutes by: Mary Vityukova

Reviewed by: Gary L. White