



# Management Update summary Minutes

OREGON

**June 11, 2024. 9:30 AM**

Courthouse Square, 555 Court St. NE, Salem  
5th Floor, Suite 5232, Commissioners Board Room

## ATTENDANCE:

Commissioners: Kevin Cameron, Colm Willis, and Danielle Bethell. Staff: Jan Fritz, Matt Lawyer, Alvin Klausen, Jon Heynen, Nick Hunter, Jason Bernards, Mike Hartford, Toby Giddings, Lindsey Shores, Christina Bertschi, Carol Heard, Lani Radtke, Phil Blea, Sid Venkatachalam, Andrew Johnson, Carl Lund, Sheila Roberts, Steve Dickey, Chris Eppley, Tamra Goettsch, Paige Clarkson, Brian Nicholas, Scott Norris, Chad Ball, John Carlson, Daniel Adatto, and Zivile Sliosoraite.

Commissioner Danielle Bethell called the meeting to order at 9:30 a.m.

## INFORMATIONAL:

### **Third Party Administration for Self-Funded Workers' Compensation Program**

-Tamra Goettsch

#### **Summary of presentation:**

- New contract for existing services;
- Marion County uses this for management of workers' compensation contracts;
- Previous contract was for five years;
- Per procurement rules services can be continued as the contractor has performed well and is available whenever needed;
- When employees file a claim:
  - Marion County does the customer service portion and processes it;
  - The contractor follows-up with the claimant and doctors:
    - Ensures that the county complies with rules and regulations.
  - The county and contractor meet quarterly to go over each claim.

#### **Board Direction:**

- The board of commissioners (BOC) is good to proceed with item on consent.

### **One-Time Landscape & Clean-Up Project at Aumsville Hwy Campus**

-Tamra Goettsch

#### **Summary of presentation:**

- Requesting exemption to the small procurement request exceeding \$10,000 but less than \$25,000;
- Request is outside of existing contract rules but would be able to secure direct awards;
- This is for landscaping in the following areas:
  - Jail;
  - Transition Center;
  - Public Safety Building; and
  - Dog Services.

- Will enter into a contract immediately upon approval;
- In the last 12 months there has been one-and-a-half staff members to take care of about 89 acres of landscape:
  - Without weed prevention & maintenance, etc., things got out of control.
- In the last three weeks a new supervisor has been hired and there has been significant change;
- A quote has been received for about \$23,000 and up to \$40,000 for services;
- The contract meets the needs of the county and there is confidence they can do the work without being heavily monitored;
- Multiple companies were interested, contacted, and gave quotes:
  - There were four quotes received.

**Board Direction:**

- The BOC is good to proceed.

**National Pretrial, Probation, and Parole Supervision Week Proclamation**

-Commander Mike Hartford

**Summary of presentation:**

- National Pretrial, Probation, and Parole Supervision Week is from July 21, 2024, to July 27, 2024;
- This is the 23<sup>rd</sup> annual celebration honoring community correction professionals;
- There are over 250 dedicated employees ensuring public safety and supporting reentry and reintegration into the community; and
- There will be a BBQ dedicated to the employees.

**Board Direction:**

- Commander Hartford to update the proclamation's format; and
- The BOC is good to proceed.

**IGA with East Salem Service District to Provide Patrol Services through June 30, 2027**

-Sheriff Hunter, Commander Bernards

**Summary of presentation:**

- The amount is \$6,101,222;
- In 2019 the ESSD established terms and conditions with the county with this IGA;
- This will provide 10 patrol deputies that will be assigned to the service district;
- There was an increase of one dollar a month; and
- The rate increase was discussed at neighborhood meetings.

**Board Direction:**

- This IGA needs to be presented at board session, so the public is aware of why increase happened; and
- The BOC is good to proceed.

**Transportation Safety Office Grant Funding Application**

-Carl Lund

**Summary of presentation:**

- The grant total is \$997,502.97;
- The match is \$199,500.59;
- This is a program to help reduce fatalities:
  - The main focus is drinking and driving.
- In Marion County there are about 50 road fatalities a year:
  - 13 of them are on Marion County roads; and

- Just over 40 percent of the fatalities are result from drinking and driving:
    - This does not include impaired drug use.
- Focus is to learn how impaired driver's think through a listen and learn series:
  - A discussion with higher risk drivers.
- Large portion is the Safely Home Program;
- The city of Mt. Angel police drive impaired individual's home:
  - This is not something larger cities can do.
- Vision Zero Program analyzes crash patterns on roadways and gives suggested counter measures:
  - Currently done by hand and is time consuming; and
  - The cost is \$85,000 for initial installation and an annual cost of \$25,000.
- The grant will also fully fund three current engineering staff members and partially fund Mr. Lund's position;
- The cost of the match is less than what the staff is paid bringing a reduction in cost for the county;
- Regularly meet with the Sheriff's Office:
  - Have discussed with them in part.
- The goal is to increase those who obey the law, so the Sheriff's Office has less burden;
- The grant is primarily engineering and social efforts to reduce drinking and driving;
- Often those who drink and drive are not able to spend money for a driving service;
- This will fund, through partnership, a type of ride service;
- Will collaborate with the Sheriff's Office and Health and Human Services;
- Will not place burden on the businesses;
- Will come to the BOC with updates; and
- Will ask business owners what will be beneficial to them.

**Board Direction:**

- If the grant is received there needs to be more discussion; and
- The BOC is good to proceed with applying.

**Marion County Infectious Waste Disposal Agreement Amendment #1**

-Andrew Johnson

**Summary of presentation:**

- This amendment extends the contract to June 30, 2029;
- It also updates the language to Reworld Marion, Inc. instead of Covanta;
- Marion County Environmental Services collects medical waste within Marion County and disposes it at Reworld Marion, Inc;
- When Reworld Marion, Inc closes there will be no facility and the county is not under any obligation to make other obligations available; and
- This contract began to ensure fetal material was not part of the medical waste being collected.

**Board Direction:**

- Need to ensure that there will not be problems in the future because this option will not be available in six months;
- Mr. Johnson will send copies of the contract to the BOC; and
- The BOC is good to proceed with item on the consent agenda.

**Special Procurement Approval Request for Non-OHP Community and Residential Assistance**

-Toby Giddings, Phil Blea

**Summary of presentation:**

- Plan to ensure vendors are not adversely affected when OHP contracts stop and start:
  - There would be an umbrella so IGA with vendors will not stop and start as IGA's do.
- This specific procurement is for everything Mental Health Services category 17:
  - These items can't be competitively let as they are not vendors chosen by Marion County.
- Marion County needs to be able to award to various vendors and this direct procurement process will allow for it to be done;
- Contracts over \$100,000 will still come to the BOC; and
- This will allow providers not needing to carry costs for three months while calling the county asking when payment will take place.

**Board Direction:**

- The BOC is good to proceed.

**Contract Amendment #2 to Extend Term and Add Funds with ODHS for Strengthening, Preserving and Reunifying Families Services**

-Christina Bertschi

**Summary of presentation:**

- The contract is being extended until June 30, 2025;
- The contract adds funding in the amount of \$130,000 for barrier removal;
- Partner with other agencies to fund deposits, application fees, etc.:
  - There was only \$10,000 to support the families;
  - There is not enough funding in the community to support; and
  - The amount was increased by \$10,000.
- Changed language to allow working with individuals 18 and older, involved in independent living program (ILP);
- There was one referral for a ILP individual, and it was successful:
  - Decided to continue supporting through this contract.
- Of referrals received 80 percent are housed:
  - Unhoused families are the ones that do not engage with the county.
- Families with high barriers come back after taking care of barriers and are housed;
- The families are worked with for six months, previously it was three months:
  - It takes about three months to house a family and then there is follow-up for three months after housing; and
  - Able to follow-up with families in a year to see if they remained housed.
- The goal of the program is long-term outcomes;
- One navigator works directly with the families, social workers, and family coaches;
- Each family has an independent service plan;
- Will be attending the Oregon Department of Human Services meeting to explain to case managers what the program is and does;
- Marion County has developed a process to identify families on its end:
  - Those with active child welfare cases or those with Temporary Assistance for Needy Families (TANF).

**Board Direction:**

- Ms. Bertschi to send program report to the BOC.

**Contract Amendment #1, with Bridgeway to Add Funds and Extend for Addiction, Treatment, and Recovery Services**

-Carol Heard

**Summary of presentation:**

- This is an amendment to an existing contract with Bridgeway Community Health;
- The initial contract was approved for \$100,000 while the IGA was being finalized with OHA;
- The contract has been finalized and this amendment brings in the following:
  - Additional funding in the amount of \$541,531.94; and
  - An extension with the new term date of June 30, 2025.
- The funding comes from OHA and are for outpatient substance use disorder treatment for individuals who do not have other resources available as well as detox services;
- Outpatient funding is also used by Marion County Addiction Treatment Services:
  - Bridgeway Community Health receives all the detox funds.
- Funding amount is based on what their previous utilization has been; and
- There has not been any other interest by other outpatient treatment providers.

**Board Direction:**

- A Request for Procurement (RFP) needs to be done next time around; and
- The BOC is good to proceed.

**Contract Amendment #2, with Gibraltar Medical Staffing, to Add Funds for Staff of Mental Health Counseling and Medication Management**

-Ryan Matthews

**Summary of presentation:**

- Began working with Gibraltar Medical Staffing during the pandemic:
  - This allowed a decrease in case load size while recruiting for regular staff;
  - Retain current staff; and
  - Open access to mental health services.
- Began with ten telehealth staff members and now are using five;
- There have been eight therapists hired;
  - Five for adults; and
  - Three for children.
- Caseload sizes have been decreased to 70, for adults and 40, for children;
- Staff are happy and are able to be retained;
- As more staff are hired less telehealth providers are used;
- Slowly decreasing telehealth providers;
- The contract will go until December 2028 and add funds in the amount of \$1 million; and
- Gibraltar Medical Staffing is aware that contract can end sooner.

**Board Direction:**

- The BOC is good to proceed.

**Retroactive Contract with Iris Telehealth (Natalie Stone) for Tele-Psychiatric Treatment Services**

-Carol

**Summary of presentation:**

- Works with Adult Behavioral Health Program four days a week and once a week in the Children's Behavioral Health Program;
- The contract is for a not-to-exceed amount of \$575,000 through January 2026;
- The current provider is bilingual;
- The initial contract expired January 31, 2024;

- This is a retroactive contract, beginning February 1, 2024:
  - There were negotiations and that is why the contract is retroactive.

**Board Direction:**

- The BOC is good to proceed.

**HB 4002 Funding Update**

-Gary White

**Summary of presentation:**

- Grants funds cannot be used for any activity that is not in alignment with the grant administration guide;
- Per the Criminal Justice Commission (CJC) any income generated from grant funded activities can't be used for restitution as it must qualify for the grant itself;
- Grant funds can't be supplanted with a program that is currently funded in the general fund;
- Discussed using general fund for the work crew;
- The program Marion County wants to create is not outside of HB 4002 nor the legislature that created it; and
- Grant application will be completed by the end of the week and shared with the group by the end of the month.

**Board Direction:**

- Paige Clarkson to speak with Kenneth Sanchagrin, Director of CJC; and
- The BOC is good with the update.

**Determination for Final CDBG/HOME/HOME-ARP 2024-2025 Funding Allocation**

-Steve Dickey

**Summary of presentation:**

- Work session was held to consider applications for funding;
- Recommendations were made based on applications;
- Alternate funding options were presented;
- A request for \$450,00 from Soaring Heights Recovery Homes to purchase a home:
  - Received recommendation to use opioid funds; and
  - This process is underway.
- This causes \$450,000 in CDBG funds available for allocation:
  - Indication that \$250,000 would fund Mt. Angel project of rebuilding Railroad Avenue;
  - This leaves \$200,000 for other eligible projects.
- Actual allocations received from HUD were lower:
  - There is a 21 percent reduction in HOME funds for 2025.
- The cut in funding primarily affects the down payment assistance program;
- CDBG funding allows for 15 percent to be spent on public service projects:
  - There were three public service projects that were approved to be funded;
  - With the cut the projects are \$99,545.00 short; and
  - Two of the projects were also eligible to be funded by HOME-ARP funds.
- There are three options that can be taken:
  - Option one is to take the remainder and split it between Silverton Area Community Aid.
- Crossroad Communities and Center for Hope and Safety projects can be allocated to HOME-ARP funds to be fully funded.

**Board Direction:**

- Crossroad Communities and Center for Hope and Safety projects can be allocated to HOME-ARP; and
- Schedule a work session to further discuss this before a decision is made; and
- Mr. Dickey to bring a report showing what was done and what is wanted.

### **Down Payment Assistance Process Continuation For FY 25**

-Steve Dickey

#### **Summary of presentation:**

- Earlier this year coordinated the downpayment process with the escrow process:
  - A board order was passed authorizing the Chief Administrative Officer (CAO) to approve payments as they came through.
- This is to renew the previously established process.

#### **Board Direction:**

- The BOC is good to proceed as a consent item.

### **Marion County Backdrop Rendering**

-Shawnnell Fuentes

#### **Summary of presentation:**

- Want to have more dynamic booth displays at various county events with a backdrop;
- Design company sent in an example that was changed to fit the county's needs;
- The backdrop will be double sided;
- Portion of the backdrop has a snippet of Marion County's history and quick facts;
- Design company will update backdrop photos with their software; and
- Comes with a podium cover.

#### **Board Direction:**

- Backdrop changes:
  - Marionberry outline to be a marionberry color;
  - Update principal industries;
  - Include Marion County is number one in agriculture Oregon; and
  - Update census facts.
- Podium updates:
  - Remove white spots in the corners; and
  - Purchase two podium covers.

### **2023-2024 Third Supplemental Budget**

-Daniel Adatto, Zivile Sliosoraite

#### **Summary of presentation:**

- The budget total is increasing by \$7.2 million:
  - About \$3.5 million is appropriation.
- There is a net reduction of 2.4 Full Time Equivalent (FTE):
  - Reduction of 5.4 FTE of various positions in Health and Human Services; and
  - Addition of 3 FTE nursing positions in the Juvenile Department.
- General Fund:
  - Net increase of \$15,000;
  - Juvenile increasing by \$256,000 adding nursing costs:
    - Next year it will transition to Marion County nursing staff.
  - Metal detector purchase by Juvenile for \$10,000.
- Transfers Out:
  - District attorney grant fund of \$54,000; and

- Replacement cost of sheriff's office patrol vehicle of \$21,000.
- Clerk's Office:
  - Personnel Services increase of \$4,000.
- Community Development:
  - Increasing intergovernmental state by \$450,000;
  - Transfer in from Health and Human Services of \$450,000; and
  - Increase of about \$1.2 million for material and services.
- District Attorney:
  - Intergovernmental federal fund of \$10,000; and
  - General fund transfers of \$33,000.
- Health and Human Services:
  - Reduction of 5.4 FTE;
  - Swapped intergovernmental federal funds for intergovernmental state funds;
  - About \$1 million in opioid settlement funds;
  - Decrease of about \$111,000 from vacancies; and
  - Increasing Materials and Services.
- Juvenile Department:
  - Increase of \$12,000 for criminal justice assessment; and
  - Materials and services in \$51,445.
- Legal Department:
  - Transferring funds from contingency to cover personnel.
- Public Works:
  - ARPA in \$1.4 million recognized for Brooks Sewer Project; and
  - Intergovernmental federal increase of \$548,877 in parks fund.
- Environmental Services:
  - Brown's Island Access Road Rehab for \$660,000;
  - Salem Keizer Recycling and Transfer Station HVAC for \$8,250; and
  - About \$40,000 for stormwater replacement.
- Fleet Management:
  - Replacement vehicle for patrol for \$21,089;
  - Settlement funding of \$20,413; and
  - Increasing materials and services of \$60,000.
- Sheriff's Office:
  - JRI fund adjustment of \$54,040;
  - Increase of \$12,000 for criminal justice assessment; and
  - Capital project of lactation room door.
- ESSD Fund:
  - Personnel services increase of \$35,000.
- Sheriff's Grant Fund:
  - Capital outlay increase of \$1,231.
- Traffic Safety Fund:
  - About \$14,000 of reimbursements from Oregon Department of Transportation placed in personnel services.
- Non-Departmental Grants funds:
  - HB 4002 funding in the amount of \$659,765.
- Criminal Justice Assessment Fund:
  - Revenue of \$39,139.
- Self-Insurance Fund:
  - Charges for services in \$52,697; and



- Materials and services covered by contingency fund.
- Facility Renovation Fund:
  - Financing proceeds in \$2.4 million for newest capital loan for Health and Human Services;
  - Removed capital project of jail waterline project; and
  - Increasing jail door and locks project by \$100,000.
- Capital Improvement Fund:
  - Facilities Modular Space at HHS for \$174,000
  - New generator for \$83,585;
  - 10g internet switch for \$80,024;
  - Community services networking components for \$17,171; and
  - Clerk's office security panel enhancement for \$7,535.

**Board Direction:**

- The BOC is good to proceed.

**Board Session Agenda Review**

-Kevin Cameron

- Reappointing Chief Joesph Budge to the Marion County Public Safety Coordinating Council:
  - Make it clear that his term retires when he retires.

**Board Direction:**

- Chief Joesph Budge reappointment changed to expire in six months; and
- The BOC is good to proceed.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

**Commissioner Danielle Bethell**

- Met with Representative Lucetta Elmer.

**Commissioner Kevin Cameron**

- O&C Lands Meeting.

**Commissioner Colm Willis**

- N/A

OTHER

Commissioner Danielle Bethell – Christmas Lights

- Asked by Salem Downtown Business Group if Marion County is able to put up Christmas lights along the parade route;
- Asked last year about two weeks before the parade and were unable to do so;
- Derek Gilbert is the parade organizer:
  - Let him know that there are not a lot of staff to be able to do this.
- The parade goes in front of Marion County's building on Court Street; and
- The BOC is not opposed to placing Christmas lights.

**Board Direction:**

- Ms. Goettsch to contact Mr. Gilbert and discuss if her team is able to do this.

**Commissioner Danielle Bethell** – Unpaid Tax Home Update

- BOC spoke to Finance about non-paid tax homes;
- One home had an owner with mental health issues:
  - The BOC agreed commissioner Bethell can take on a special project; and
  - Ms. Bertschi and John Carlson worked together to see what could be done.

- Ms. Bertschi and Annette Jensen met with the homeowner in the office to see the homeowner's understanding of the issue;
- Homeowner showed signs of misunderstanding and misuse of terms as well as paranoia;
- Homeowner believes since she built a home there is no deed;
- Discussed easement issues;
- Conversation was unorganized;
- Explain there are housing programs that can help and need to be applied to:
  - The homeowner stated they can speak to her lawyer.
- Ms. Jensen is trying to set up another meeting to discuss one problem a time:
  - The first being paying the back-taxes owed.
- The homeowner is not interested in any services or help and assumed Ms. Jensen and Ms. Bertschi were from the tax office;
- The homeowner stated she would contact Mr. Carlson but did not;
- Homeowner referenced a trust during the meeting and has asked the county about forming a trust:
  - A substantial downpayment was made on the property.
  - Was told to pay contract and deed would be given to her.
- Homeowner has a hard time recognizing people;
- Trying to get her to apply to help pay for back taxes;
- Homeowner built a home within the city limits without any permits;
- Homeowner is about to go into foreclosure;
- Housing assistance funds are low and will be replenished in July:
  - Currently only addressing homes in judgement period; and
  - This is through the Oregon Homeowner Assistance Fund.
- Homeowner acknowledges the need to pay taxes, but she does not have income;
- Barrier Removal Fund may be used but an evaluation and diagnosis are needed; and
- Prior to three years ago payments were made regularly.

**Board Direction:**

- Mr. Carlson to reach out to Chris Trussell to see what the city can do with the unpermitted home within the city limits;
- Ms. Bertschi will try to find out what services homeowner is receiving;
- Mr. Carlson to find out what the triggers would be if taxes are not paid this year; and
- Ms. Bertschi to give updates to Commissioner Bethell every month.

**Adjourned** – time: 11:39

**Minutes by:** Mary Vityukova

**Reviewed by:** Gary White