



Management Update summary Minutes

OREGON

March 26, 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: Trevor Lane, Alvin Klausen, Jane Vetto, Chris Einmo, Ryan Matthews, Phil Blea, Wendy Zieker, Diana Dickey, Susan McLauchlin, Mercedes Floyd, Sarah Coutley, Chris Eppley, Steve Dickey, Sherry Linter, Chad Ball, Matt Lawyer, Jon Heynen, and Samantha Andress.

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

INFORMATIONAL:

Construction Manager/General Contractor (CM/GC) – Brooks-Hopmere Water and Wastewater Improvement Project

-Chris Einmo

Summary of presentation:

- This is similar to the Canyon sewer project CM/GC;
- A Request for Proposal (RFP) was issued, and four proposals were submitted:
 - Interviewed two of the firms; and
 - Slayden Constructors was selected.
- The negotiated construction fee is \$181,248:
 - This is for the CM portion which is for the pre-construction phase; and
 - Value engineering, constructability reviews, and cost estimates of each step.
- This allows a team to come together to work on the final product;
- The contract was set-up to add amendments later for the long lead time equipment:
 - This will allow amendments to be done before the American Rescue Plan Act (ARPA) deadline; and
 - Guaranteed Maximum Price (GMP) amendment will be done:
 - Construction of designed improvements.
 - Contractor understands the need for an early GMP so deadlines can be met:
 - Aiming to be done at 30 percent stage of design.
- This \$181,248 of the \$14,848,000.

Board Direction:

- The Board of Commissioners (BOC) is good to proceed; and
- Mr. Einmo to let Matt Lawyer know when this item is on the board session agenda.

Keizer Drug Take Back Event and Media Campaign Information

-Diana Dickey, Susan McLauchlin

Summary of presentation:

- Marion County Substance Use Prevention Coalition is hosting a Prescription Drug Take Back Day on April 20, 2024:

- This will be located at Dayspring Fellowship in Keizer.
- This is the first event the coalition is doing;
- Capital Community Media is a partner and will be doing some in-kind advertising:
 - On their channels and radio.
- KBZY will advertise the event and do a few interviews:
 - Marion County staff and coalition partners will be interviewed.
- Individuals attending the event will receive locking prescription vials:
 - Keeps it safe from children and deactivates the medicine which can then be thrown in the garbage.
- The Keizer Police Department will be accepting the medication and disposing it;
- The Cannabis Campaign was in partnership with local retailers:
 - Lock boxes were given to them to give out to their clients.

Board Direction:

- Any media campaigns must come to the BOC first;
- Commissioner Bethell is interested in seeing how campaigns are created; and
- The BOC is good to proceed.

Proclamation for Nation Public Health Week, April 1-6, 2024

-Mercedes Floyd, Wendy Zieker

Summary of presentation:

- Recognizes the contributions of Public Health and highlight the issues that are important to improving the community's health;
- The focus is on staff and what they do for the community:
 - Videos;
 - Social media;
 - Gifts for staff, funded by the Public Health Management Team; and
 - Appreciate their work.
- The message of the week is 'Protecting, Connecting and Thriving, We Are All Public Health'; and
- An initiative has been carried out among staff for the last few months and staff came together to describe what they do.

Board Direction:

- Highlight that the state underfunds the county by about \$700 million, annually;
- Add the word 'education' to the immunization portion of the proclamation; and
- The BOC is good to proceed.

Mental Health Advisory Committee Member Update

-Ryan Matthews, Phil Blea

Summary of presentation:

- A member of the committee has not attended the last 15 meetings:
 - Would like to start the process of removing a member from the committee.
- Quorum issues happen, the committee is small, and an individual does not attend;
- Have reached out to the individual multiple times with no response;
- Nichole Miller is included in all the distribution lists for meeting appointments;
- There were attendance issues for others after meetings changed to in-person; and
- By-laws stated the BOC may remove an individual, but it does not state specifics.

Board Direction:

- A board order will be created and placed on the consent agenda; and
- The BOC is good to proceed.

Proclamation Child Abuse Prevention for April 2024

-Sarah Coutley

Summary of presentation:

- Visitors will attend the board session to provide latest data:
 - Kyle Tarr from Liberty House;
 - Vanessa Nordyke from Court Appointed Special Advocates (CASA); and
 - Tanya Hamilton from Family Building Blocks.
- A few of the events happening in Marion County include:
 - A car parade on April 5, 2024;
 - Blue lights around the county; and
 - Window display at Courthouse Square.
- Ribbon cutting at Liberty House in Woodburn with a press release and the importance of what is being done.

Board Direction:

- Ms. Coutley will confirm who the Blue Ribbon Brigade is; and
- The BOC is good to proceed.

Homeowner Residential Rehabilitation Program

-Steve Dickey

Summary of presentation:

- Agreement with the Mid-Willamette Valley Council of Governments (MWVCOG);
- New amendment to fund a contractor payment account at MWVCOG:
 - Contractors can get paid in a timely manner.
- If this account is not funded, then it needs to go through Marion County's internal lengthy payment process:
 - This would delay payments to contractors who are smaller businesses.
- The maximum amendment amount is the available amount;
- The contract limits the amount in the account to \$200,000;
- The maximum an individual can receive assistance is \$50,000;
- There are two to five applications coming in weekly;
- A spreadsheet has been created to show the stage each project is in;
- The account is replenished when it is around \$50,000:
 - Only after the required documents from the contractor have been received and reviewed.
- Funding a contractor payment account is an allowable expense per the U.S Department of Housing and Urban Development (HUD):
 - The county can then ask HUD to replenish the revenue used to fund the account.
- No one has been paid at this time:
 - Several individuals are in different stages of the process.
- The applicant fee went from \$437 to \$650:
 - When the cap was raised the fees went up;
 - This covers the following:
 - Application review;
 - Pre-inspection to determine what rehabilitation is needed;
 - Involved bidding process as there are many contractors;
 - One-on-one work to help individuals get their paperwork together:
 - This was not anticipated until the program started; and
 - A lot of staff time is used to get this done.
 - The fee is a flat rate based on estimated hours for the process.

- Under HUD rules the qualification to be met is Area Median Income (AMI);
- High number of applicants are from Woodburn:
 - There was an event at the Senior Estates and MWVCOG advertised the program.
- The program was promoted in various areas and is continued to be promoted;
- Christina Bertschi in the Marion County Health and Human Services department is aware of the program:
 - Promoting the program through other internal channels.
- An individual can go to Marion County's or MWVCOG website and click a link:
 - This takes them to the neighborly site;
 - Provide income qualification through three months of all your bank statements and the previous year's tax return:
 - It needs to be 80 percent or less of AMI.
 - The home must be in Marion County but outside of the Salem city limits.

Board Direction:

- This program needs to have participation countywide;
- Would like to know where the applications are coming from and what the work is;
- Promote the program to the Jefferson City council;
- Send the promotional fliers to the BOC's office;
- Jon Heynen to add program Marion County Today and the internal Marion County newsletter; and
- The BOC is good to proceed.

State of the County

-Jon Heynen

- There have been 321 tickets sold and capacity has expanded to 440:
 - There are 101 free seats and 220 are paid lunches.
- There will be one more e-mail sent out tomorrow and it is advertised online;
- Soraida Cross got all the sponsorships:
 - There is \$7,200 in sponsorships.
- Salem Chamber of Commerce is not sponsoring the event;
- PGE has the largest donation of \$2,500 and wants to be the opener as in the past;
- Many of the donors gave \$1,000 and the rest gave \$250 to \$200;
- Sam Skillern to lead a blessing in the beginning;
- There will be a Questions and Answers (QA) portion with microphones set up on either side of the stage where individuals may line up to ask questions;
- The commissioners will move from their lunch tables to the stage table;
- PacWest would like two tables;
- Keizer Chamber would like a full table;
- Cycle between two slides for logos;
- The event will be live streamed by Allied Video;
- The doors will open, and the buffet will start at 11:30 a.m.;
- Mr. Lawyer will bring the name plates of the commissioners;
- There is a slideshow prepared;
- Mr. Lawyer and Alvin Klausen will direct individuals to their seats if needed;
- There will be tables to sign in, direct traffic, and register;
- The buffet tables will be further down the hall;
- Each commissioners' speech is to be 10 minutes each; and
- Sheriff Hunter stated the event will be monitored by himself and the undersheriff.

Board Direction:

- The BOC is good with PGE being the title sponsor;
- The Marion County logo to be above the State of the County logo;
- The sponsor logos to be set up in tiers;
- Ensure there is a flag;
- There will need to be monitoring of microphone time;
- The BOC to sit at separate tables with Marion County staff:
 - Intermixing departments.
- Place Ms. Cross's table at the front;
- Commissioner Colm to thank the sponsors and Ms. Cross:
 - Mr. White will provide the full list of sponsors.
- Mr. Heynen will send the slideshow to the BOC;
- Mr. Heynen to update the slideshow to include community pictures;
- Gary White to host the event by welcoming and thanking sponsors,
- The event will start at 12:00 p.m.;
- Mr. White to ask Sheriff Hunter for sheriff's office presence for public safety;
- The BOC is good with the public coming up to ask questions; and
- Commissioner Bethell to reach out to Randy Franke for the blessing, pledge of allegiance, and commissioner bios.

Legislative Update:

-Alvin Klausen

Summary of presentation:

- They city of Salem voted to end their ambulance contract with Falck Northwest:
 - The transition will be done by July 1, 2025;
 - Salem Fire Chief Mike Niblock is retiring in October 2024;
 - Falk has not been partnering with their neighbors, Keizer, Marion County, etc.;
 - Reached out to Matt Neuenheim and his team;
 - Falck Northwest failed to meet the 1,030 hour a week requirement for the last 27 months; and
 - The fire department was spending \$3.3 million overtime dollars to subsidize Falck Northwest.
- Field Representative Brandon Jordan for Congresswoman Andrea Salinas:
 - Commissioner Danielle has met with Mr. Jordan; and
 - Mr. Jordan would like to meet with the other two commissioners.
- Governor Tina Kotek signed bills:
 - There are 22 bills that were signed;
 - House Bill (HB) 4002 has not been signed:
 - Prohibits insurers from requiring prior authorization or other utilization review for coverage of substance use disorder medications; and
 - It will not be announced when it is signed.
- Thank you letters for funding; and
- Thank you letters for state representatives and state senators:
 - For the work during the legislative session.

Board Direction:

- Field Representative Brandon Jordan for Congresswoman Andrea Salinas:
 - Commissioners Willis and Cameron agreeable to the meeting.
- Thank you letters for funding:
 - Commissioners Cameron and Bethell will send personal cards instead.

Board Session Agenda Review

-Kevin Cameron

- Overview for the agenda.

Board Direction:

- The BOC is good to proceed with the agenda.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

Commissioner Danielle Bethell

- Met with the BOC intern:
 - Gave project to work with Carla Munz on mapping;
 - She enjoys research;
 - Will listen to Health and Human Services work sessions; and
 - Interested in Covanta.
- Met with Soaring Heights:
 - Discussed challenges in the city of Salem;
 - Set up a meeting with Salem to replicate Keizer's model accommodation homes under the fair housing act, classified as residential not commercial;
 - Josh Lair purchased a home on D Street next to a treatment house:
 - Want Soaring Heights to purchase with Marion County funds;
 - City of Salem has said no; and
 - This is a nine-bedroom home.
 - Have Jane Vetto see what has been done in Keizer.

Commissioner Kevin Cameron

- MWVCOG meeting;
- Met with Jerel Skeith Executive Director of Paid in Full Oregon:
 - There are 17 inmates that will graduate with a four-year degree from Corban University at the Oregon State Correctional Institute (OSCI);
 - Corban University professors go into the prison to teach inmates;
 - Mentor program in Washington County with a church; and
 - Setting up a meeting with Sheriff Nick Hunter to learn more.

Commissioner Colm Willis

- North Willamette Research and Extension Center (NWREC) meeting in Clackamas County:
 - Let go of the lead;
 - Dean stated researchers need to bring more funding through grants;
 - Marion County gives \$10,000 annually for five years; and
 - Clackamas County is the biggest user.
- Met with Keizer city council:
 - Discussed soccer and keeping affordability in mind.
- Met with Willamette Heritage Center:
 - Wool to clothing event in the spring; and
 - Interested in making it into a camp for kids.

OTHER

Kevin Cameron and Matt Lawyer - MWVCOG:

- There is \$1.2 million in funds for a sewer system in the wildfire area only;
- There are two funding buckets;
- MWVCOG program is for households under 80 percent AMI;

- Marion County's program funding came from a \$50 million ARPA grant with less restrictions;
- Applications are submitted to MWVCOG, those with less than 80 percent AMI stay in the MWVCOG program, and the others are sent to Marion County Public Works;
- The \$1.2 million may install laterals and decommission existing septic systems:
 - May allocate funds to the North Santiam Sewer Authority (NSSA) project for homes in Gates and Mill City; and
 - Any leftover funding in the Marion County program may be rolled over into the NSSA project.
- This would align with the ARPA funding deadline of December 2026;
- Allows for the funds to stay in the Canyon which was its original purpose;
- Construction includes decommissioning sewer system;
- Gates wants to decommission the sewer system and hook up to the main system:
 - Those under the AMI to have a portion of the sewer bill waived for a period;
 - Gates and Mill City would want rates to eventually sustain this program; and
 - An initial investment to get the program started.
- There is enough funding to build Mill City and not Gates:
 - This is a small portion of the overall project.

Board Direction:

- The BOC agrees with the using the \$1.2 million for NSSA construction;
- This portion of the project is not just for Gates but to serve the overall project/program; and
- Alvin Klausen to attend MWVCOG meetings when Commissioner Cameron can't.

Adjourned – time: 11:25 am

Minutes by: Mary Vityukova

Reviewed by: Gary L. White