



Management Update summary Minutes

OREGON

September 17, 2024. 9:30 AM

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

ATTENDANCE:

Commissioners: Kevin Cameron, Danielle Bethell, and Colm Willis. Staff: Jan Fritz, Matt Lawyer, Trevor Lane, Shawnnell Fuentes, Jon Heynen, Alvin Klausen, Brian Nicholas, Katrina Griffith, Chris Einmo, Tsige Woldegiorgis, Lani Radtke, Tamra Goettsch, Debbie Wells, Toby Giddings, Dennis Mansfield, Mai Cao, Rhett Martin, Tryna Luton, Greg Walsh, Sherry Linter, Chris Eppley, Steve Dickey, Brian May, Stephanie Pulvers, Kathleen George, Jeff White, Scott Norris, and Chad Ball.

Jan Fritz called the meeting to order at 9:30 a.m.

INFORMATIONAL:

1. Contract Amendment 2, with Mill City, ARPA Grant Funds Returned to Marion County; And Reallocated to Marion County Public Works for Canyon Sewer Project

-Jeff White, Toby Giddings, Chris Einmo

Summary of presentation:

- Reallocating the funds from the Mill City project to MCPW for the work to be performed:
 - The Mill City project is related to the Canyon sewer project; and
 - It will be done by the same contractor.
 - Creates economies of scale and moves the project forward faster.
- Mill City used \$200,000.00 of the original \$ 1,000,000.00 and is returning the rest to be used by PW for the canyon sewer project.

Board Direction:

- The board of commissioners (BOC) are good to proceed on consent.

2. Consider Solid Waste Management & Marion County Water Quality Advisory Board Appointments

- **Ryan Zink – Reappointment**
- **Gary White, Chair Position**
- **Brenda Sanchez, Vice Chair Position**

-Brian May

Summary of presentation:

- Mr. Zink would like to serve a second term in the Solid Waste Management Advisory Council (SWMAC):
 - Mr. Zink is the community representative liaison;
 - He is a budget officer/franchise coordinator for the city of Salem;
 - Involved in the Cost of Service Analysis (COSA); and

- Unanimous agreement for reappointment.
- Marion Water Quality Advisory Committee (MWQAC):
 - For the chair and vice chair positions:
 - Mr. White has served as an at large member since 2021:
 - Excited for him to be chair and bring in meeting organization.
 - Ms. Sanchez has served as a past vice chair:
 - Currently a member at large;
 - District manager for Soil and Water Conservation District; and
 - Work experience on water rights, regulations, water and soil management.

Board Direction:

- The BOC is good to proceed with item on consent.

3. ARPA Fargo Sewer Collection System Improvements

-Brian Nicholas

Summary of presentation:

- A few years ago, an ARPA grant of \$600,000 was awarded to Fargo:
 - Intended to pay for Fargo’s share of the city of Donald’s treatment plant expansion; and
 - This project has been put on hold.
- Funds will be used for improvements to the Fargo sewer collection system;
- Improvements will include:
 - Capping and sealing areas with ground water intrusion.
- One area to be capped, once done, may get under the 50,000 gallon per day cap;
- Agreement redirects ARPA funding to another project from original project;
- The city of Donald is aware;
- Almost ready for bidding on the Fargo project; and
- Want to complete this fall so reduction in gallons per day is seen during the winter.

Board Direction:

- The BOC is good to proceed.

4. North Santiam River Gates Bridge Repair Project

-Ryan Crowther

Summary of presentation:

- Marion County maintains this bridge;
- There is a bump, and the road is beginning to settle:
 - Structurally there are items under the bridge causing this.
- This repair has been budgeted;
- Has been advertised and ready to award contract;
- Contract amount is \$316,194.44;
- HP Civil, Inc in Aumsville is the lowest bidder; and
- Will come to board session to present.

Board Direction:

- The BOC is good to proceed.

5. Approval of Contract with University of Oregon

-Greg Walsh, Mike Hintz

Summary of presentation:

- For the Marion County Underserved and Rural Continuity Population and Infrastructure Vulnerability Assessment;

- Provides in depth look of the county to create a comprehensive hazard vulnerability assessment and risk assessment:
 - Eventually evacuation plans for Marion County.
- Funding received from Federal Emergency Management Agency (FEMA) and Office of Emergency Management (OEM):
 - Post disaster hazard mitigation funding.
- Contract allows using funding and working with the University of Oregon;
- Large part is assessing routes for evacuation from hard to reach areas:
 - Entire county will be assessed.
- Per FEMA cannot call it an evacuation plan:
 - Want vulnerability assessment with priority routes.
- Looking at hard to reach areas and limitations for evacuating individuals will allow to build better plans and processes;
- Marion County Emergency Management will do more work in addition to this plan;
- This will inform the Multi-Jurisdictional Vulnerability Assessment:
 - Done every four to five years;
 - Must be approved; and
 - This contract will give more data than previously had before.
- A program is used that requires the language;
- Full assessment for all including those fully mobile:
 - Then the focus will be on those that are harder to reach and not mobile.
- The consulting team does majority of the work with the county guiding;
- Marion County Sheriff's Office (MCSO) is part of the process:
 - This is being done for MCSO as it will be a primary tool for them.

Board Direction:

- MCSO must be specifically listed as a representative; and
- Work with Clackamas and Linn County's Sheriff's Office and Emergency Management team.

6. Janitorial Service, HHS Department with Garten Services

-Mark Liudahl, Rhett Martin

Summary of presentation:

- Amending contract to add two years and \$500,000:
 - New contract total will be \$1.3 million; and
 - Will expire on September 30, 2026.
- Since 2021 Garten provides scheduled and on call cleanings for leased locations:
 - Silverton Road;
 - Crisis Center;
 - Beverly Buildings;
 - Woodburn; and
 - The cottages.

Board Direction:

- The BOC is good to proceed.

7. Sole Source Determination Clearinghouse Vendor-Availity, LLC- Essentials

-Tryna Luton, Mai Cao, Toby Giddings

Summary of presentation:

- Marion County Health and Human Services (MCHHS) completed a specification documenting the need to continue using Availity Essentials;
- Request for Information was publicly noticed for seven days:

- Notify of specification and intent to conduct sole source determination; and
- No comments were received.
- This would be a three-year contract for \$36,000;
- This is to allow to create a contract;
- There is an existing contract with Availity:
 - Works with the Electronic Health Record (EHR) tool.
- Clearinghouse is a third party business working with the county's EHR system:
 - Providers and hospitals use it to submit claims to health plans;
 - Talks to health plans services are provided for; and
 - Claims are scrubbed, sent to health plans and paid through system.
- Changing to a different clearinghouse would cause a major financial and administrative burden;
- This is an existing interface; and
- Cloud system used, DrCloudEHR, is compatible with Availity.

Board Direction:

- The BOC is good to proceed.

8. IGA with OHA, Amendment 7, Aid Assist Client Services, Additional Funding

-Ryan Matthews

Summary of presentation:

- Adding funds in the amount of \$597,639.39;
- During 2023, worked with Association of Oregon Community Mental Health Programs (AOCMHP) to revise the funding formula;
- Mr. Matthews worked with AOCMHP to advocate for Marion County relating to aid and assist;
- The funding formula was revised as several counties did not receive funds;
- This funding was previously received;

Board Direction:

- The BOC is good to proceed

9. Contract with Salem Health for Mental Health Screenings

-Debbie Wells

Summary of presentation:

- Marion County Health and Human Services provides 24/7 mental health screenings to Salem Health in the Emergency Room (ER) department;
- MCHHS requested an increase for a flat rate for of \$200 per assessment:
 - Previously charged \$100.
- Back date the contract to September 1, 2024;
- Contract expires August 31, 2026, with an option to extend for an additional year; and
- Will continue to provide services at Salem Health Emergency Department even after relocation of Crisis Center.

Board Direction:

- The BOC is good to proceed.

10. Secretary of State Security Pilot Program Drop Site Cameras

-Bill Burgess

Summary of presentation:

- US Department of Homeland Security recommends several items for the election as some may decide to disturb the process including:

- Surveillance cameras on the election drop boxes;
- Tamper evidence seals;
- Openings in drop boxes that will not accept items larger than a ballot:
 - Marion county already does this.
- Unique locks:
 - Marion County does this.
- Secure base that connects to an immovable object:
 - Most boxes are in cement with rebar; and
 - The rest are bolted in.
- Ballot boxes to be made of sturdy and heavy materials:
 - Marion County boxes weigh between 600 to 1,000 pounds.
- Would like to have cameras on all drop boxes but it may not be feasible at this time;
- Secretary of the State's program gave \$9,466.86 for cameras on two drop boxes:
 - It will be used on the busiest; and
 - Expect about 4,000 ballots per box:
 - The health department location; and
 - The city of Keizer location.
- The funds will cover the following:
 - Pay for the cameras;
 - Pay for the first year of licensing; and
 - There is a ten-year warranty on the cameras.
- The Keizer location currently does not have cameras;
- All the data will be kept by the state and the county will have access to it online;
- The cost is \$136 per camera per year licensing agreement;
- The grant has already been applied for and received:
 - Need to know if the BOC is good to proceed with this.

Board Direction:

- Would like to see the IGA, costs, and meet with Business Services and Information Technology before proceeding. More information/discussion is required.

11. Employee Assistance Program Services for County Employees

-Lori Klemsen

Summary of presentation:

- Marion County uses Canopy for its Employee Assistance Program;
- Canopy provides the following:
 - Counseling for individual, family, and work;
 - Legal assistance; and
 - Coaching services.
- Looking to add \$15,000 to the contract:
 - This will cover costs for the remainder of the year.
- Currently pay \$3.10 per employee per month;
- Any additional services such a training and crisis intervention are an additional cost;
- After December a new two-year contract will be done;
- Switched to Canopy as there were issues with the previous provider:
 - Can research if there are other companies.
- There have been 81 individual session visits through the end of quarter two;
- Employees contact Canopy through a 1-800 number or through the website; and
- Have called Canopy when encountering loss of employees.

Board Direction:

- The BOC is good to proceed with the item on consent.

12. Special Procurement of Absorb Enterprise Learning Management System (LMS)

-Lori Klemsen

Summary of presentation:

- Special procurement to continue with Absorb;
- Currently in the process of obtaining a new Enterprise Resource Planning (ERP):
 - Unsure, at this time, if LMS will be part of the new system.
- This system is used countywide;
- If LMS is not part of the ERP then a competitive process will be done; and
- This is a two year extension.

Board Direction:

- The BOC is good to proceed with item on consent.

13. Appointing Tamra Goettsch as the Marion County Section 504 Coordinator, and HIPPA Officer

-Tamra Goettsch

Summary of presentation:

- Appoint Tamra Goettsch as the Marion County Section 504 Coordinator, and HIPPA Officer

Board Direction:

- The BOC is good to proceed.

14. 2023-2024 Consolidated Annual Performance Evaluation Report (CAPER)

-Steve Dickey

Summary of presentation:

- This report is for the US Department of Housing and Urban Development (HUD);
- This provides information on how HUD funding was used through CDBG and HOME over the past year;
- This satisfies all of HUD's questions, including:
 - Who was served;
 - How they were served; and
 - How funds were used.
- This is a requirement for receiving HUD funding;
- Provides report and status on the following:
 - Each active project through CDBG and HOME;
 - Public outreach efforts; and
 - Project accomplishments through the funds.
- The activities and projects in the report are from 2023/2024;
- Open for public comment and no public comments received:
 - Published in various publications.
- The submission deadline is September 30, 2024; and
- There will be a public hearing.

Board Direction:

- The BOC is good to proceed.

15. Board Session Agenda Review

-Commissioner Kevin Cameron

Summary of presentation:

- Overview of agenda.

Board Direction:

- The BOC is good to proceed.

16. Contract Review Board Contract Specific Special Procurement

-Matt Wilkenson

Summary of presentation:

- This is a purchase to replace a boat;
- The standard process for purchasing a new boat is as follows:
 - The Oregon State Marine Board (OSMB) conducts a three quote procurement process; and
 - Then the funds are given to the county for purchase.
- Seeking special procurement as the boat will be over \$100,000:
 - This makes it the formal process for Marion County;
 - An intermediate process for the OSMB; and
 - Special procurement will allow to follow OSMB's process.
- This will replace the 2003 boat, North River;
- New one will likely be an enclosed cabin;
- The other two boats are open on the sides;
- Marion County Sheriff's Office is responsible for all waterways between Labor Day and Memorial Day, during the winter including:
 - Willamette River;
 - Santiam River;
 - Detroit Lake; and
 - Other lakes.
- Closed cabin is helpful during the cold rainy winters; and
- Hope to have the boat in by June 2025

Board Direction:

- The BOC is good to proceed.

COMMISSIONERS' COMMITTEE ASSIGNMENTS and UPDATE

Commissioner Danielle Bethell

- N/A

Commissioner Kevin Cameron

- N/A

Commissioner Colm Willis

- N/A

OTHER

Tamra Goettsch - MCPW Generators

- There were two month rented generators for \$40,000 a month;
- Contract is coming to board session October 9, 2024:
 - Would like to bring it in earlier to save \$40,000.

Board Direction:

- The BOC is good to proceed in bringing the contract to an earlier board session.

Adjourned – time: 10:30 a.m.

Minutes by: Mary Vityukova

Reviewed by: Gary White