



# Management Update summary Minutes

OREGON

**September 24, 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, Trevor Lane, Shawnnell Fuentes, Jon Heynen, Alvin Klausen, Brian Nicholas, Katrina Griffith, Michael Keuler, Tamra Goettsch, John Carlson, William White, Jay Bergmann, Michael Pierce, Scott Wilson, Ryan Crowther, Mithell Hemmer, Gary Christofferson, Terry Stoner, Scott Norris, Chad Ball, Matt Lawyer, and Gary White.

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

## INFORMATIONAL:

### **1. Connecticut Ave – Right of Way Acquisition at 1023 Connecticut Ave SE, Salem**

-Ryan Crowther, Mitchell Hemmer

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

- Runs from Macleay Road to Rickey Street near Houck Middle School;
- Federally funded project;
- Plan to construct next summer;
- A single property is not responding to purchasing of right-of-way;
- Right-a-Way diary was completed on the single property:
  - Documents each instance of reaching out to the property owner.
- The property owner's son was able to meet but he has no negotiating rights;
- The property owner does not live on site and the owners actual address is unknown;
- Issue with getting responses back;
- Appraised at \$24,000 by the Oregon Department of Transportation (ODOT):
  - ODOT meets federal requirements to do so.
- If the issue goes further and needs eminent domain or a more structured letter:
  - Recommend getting a private appraisal for verification.
- Next steps include:
  - Hiring a private appraiser;
  - Getting them on site; and
  - Sending a 'Last Chance Letter'.
- A specific resolution for the property will be made, if the board of commissioners (BOC) agree that eminent domain is required;
- There would be a temporary and permanent easement;
- Permanent easement would take much of the owner's parking space in front of the garage:
  - Propose building a parking area to the side of the garage.

- Property taxes are being paid on the property;
- Have called many times, asking the individual on the line to call back, and they have not;
- Only able to locate a PO Box in Scotts Mills:
  - Has received calls and letters but has not engaged in conversation.
- Most reliable contact has been the property's owner's son.

**Board Direction:**

- The board of commissioners (BOC) is good to proceed.

**2. Capital Futbol Club Cordon Access**

-Carl Lund, Max Hepburn

**Summary of presentation:**

- Removed from the agenda at this time.

**Board Direction:**

- N/A

**3. PO Consideration for Two Chevrolet Tahoe for Annual Light Duty Fleet Replacement with Dick Hannah Chevrolet**

-Dennis Mansfield

**Summary of presentation:**

- These are two lease replacement vehicles for the Marion County Sheriff's Office (MCSO);
- Review was done at the end of last year/beginning of this year and vehicles are ready for replacement;
- Vehicles are part of the annual light duty fleet replacement; and
- They are leased to the MCSO.

**Board Direction:**

- The BOC is good to proceed.

**4. IGA with METCOMM 911 for After Hours Dispatch Services**

-Scott Wilson

**Summary of presentation:**

- This is for the Marion County Public Works (MCPW) department;
- MCPW is responsible for the maintenance of the county's roadway system;
- Often roadway issues are reported by the public to MCPW:
  - Many reports are received during the workday;
  - Some contacts come after normal business hours; and
  - Require immediate response for safety standards.
- Services provided by METCOMM 911 are the following:
  - Answering after hours non-emergency calls, daily, for MCPW;
  - Dispatch, monitor, and coordinate with MCPW staff;
  - Documenting and logging calls;
  - Daily reports of calls taken; and
  - Monthly reports of calls taken.
- For fiscal year 2024/2025 the estimated costs for the services provided is \$45,668.28:
  - This is a budgeted expense.
- The previous contract expired June 30, 2024, and we were in negotiations:
  - Passing of previous contract, delayed the process.
- Verbal agreement that existing contract would be honored; and

- METCOMM 911 has continued to provide MCPW services.

**Board Direction:**

- The BOC is good to proceed.

**5. PO Consideration for Sliding Axle 40 Ton Trailer with Globe Manufacturing**

-Scott Wilson

**Summary of presentation:**

- The 41-foot-long trailer is capable of handling heavy loads with a super low angle providing stability during loading and unloading;
- This trailer will allow MCPW to deploy multiple pieces of equipment, at the same time, to job sites:
  - This will help maintain maneuverability out of remote locations.
- The cost of the trailer is \$109,823.06.
- Budgeted Capital Improvement

**Board Direction:**

- The BOC is good to proceed.

**6. Environmental Scan Report Review**

-Michael Keuler, Katrina Griffith

**Summary of presentation:**

- The scan is part of the public health modernization requirements for the climate adaptation plan;
- Funded by state general funds in a single program element:
  - Scan is one of the requirements for funding.
- Scan identifies areas that Marion County could help mitigate health issues from extreme events:
  - Heat, cold, air quality issues, water quality issues, etc.; and
  - Help the community be resilient in these situations.
- State gave option to do climate adaptation plan as part of the community health assessment and improvement plan:
  - Decided against this as it involves about eight other community partners.
- An Assessment was completed which included a Media scan;
- Willamette University students did a literature review and interviews:
  - Came up with recommendations for Marion County Health and Human Services (MCHHS).
- A focus area, given by the BOC, was to focus on the unhoused population and issues they might face;
- Required to complete assessment and plan by June 30, 2025:
  - Regionally completed assessment with Polk County.
- Want to meet community health needs based on past events:
  - Heatwaves, winter storms, and wildfires.
- Environmental Scan Process is as follows:
  - In March 2023 the Request for Proposal (RFP) began;
  - In August 2023 the contract was finalized with Willamette University;
  - In August 2023-August 2024 the scan was conducted; and
  - Currently continuing the analysis process through December 2024.
- Partners of the scan include:
  - Polk County; and
  - Willamette University:
    - Faculty team of nine;

- Five student assistants; and
  - Over 100 students through classes.
- MCHSS and Polk County Health oversaw the project;
- Components of the scan include:
  - Stakeholder interviews:
    - Reached out to over 150 community leaders and organizations; and
    - There were 72 interviews conducted:
      - Education sector;
      - Unhoused providers;
      - Environmental, natural groups and sustainability;
      - Immigrant or minority serving groups;
      - Disability and older adults' groups;
      - Low-income providers; and
      - More.
  - Community survey and interviews:
    - Over 500 survey responses;
    - Nine community interviews; and
    - 20 interviews with those unhoused.
  - Focus groups;
  - Media and communications analysis; and
  - Literature, data and policy review.
- Strength, weakness, opportunity, and threat (SWOT) analysis:
  - Interviews about passed events and how organizations worked with their constituents and community;
  - Logistical, financial, and operational challenges were presented;
  - Showed many partnership opportunities to improve resiliency for vulnerable communities;
  - Funding potential when organizations work together;
  - Communications opportunities that can increase outreach abilities; and
  - Education and learning opportunities by sharing knowledge.
- Community Survey information:
  - To understand the impacts of past events:
    - Wildfires, heat waves, winter, water crisis and ice storms.
  - 66 percent responded to having a vulnerability to environmental hazards;
  - Impacts on health were reported for all environmental hazards;
  - Higher level of general impacts:
    - Transportation during ice storms; and
    - Logistical and financial issues.
  - Average level of concern for environmental hazards in the next five years:
    - Wildfire smoke and air quality was a high concern;
    - Power outages in winter storms, and power outages in general; and
    - Long, hot summers, heat waves, and wildfires.
- Willamette University wanted to focus on the newly resettled refugees:
  - MCHHS said they have wraparound services and are a small population; and
  - Decided against translating surveys into the various languages.
- Previous report conducted by Oregon State University (OSU) regarding air quality was looked into;
- Focus group findings overview:
  - Newly settled refugees have little experience with natural disasters and not a large concern:

- Willing to learn more.
  - Agricultural workers stated heat waves and ice storms were difficult as generally they have limited access to health care;
  - IDD caretakers and advocates stated power outages and bad road conditions made it difficult to respond to people with developmental disabilities:
    - Communication networks are a strength.
  - Older adults stated medication access is a concern during ice storms causing some to skip doses:
    - Would like continued information sessions to improve preparation.
- Overall takeaways:
  - Stakeholders want to engage and collaborate to improve resiliency and health outcomes to environmental hazards:
    - They want to be proactive and not reactive; and
    - Collaborate with others:
      - A goal was to see what is being done in the community currently and create partnerships.
  - Create a multimedia communication plan with template materials so leaders can play a role in communicating during hazards;
  - Some are a higher heat risk and cool space access reduces related illnesses;
  - Air quality and smoke relates to health and clean air spaces reduces related illnesses;
  - Cold weather and storms bring power loss which reduces medication access:
    - Being prepared can reduce this.
  - Mental health is associated with extreme events and lack of preparedness magnifies health issues.
- Ultimately, need individuals to be able to take care of themselves during an emergency;
- Power outages is a major concern that needs to be addressed as they can be caused by many different types of disasters;
- Next steps include the following:
  - Create an Environmental Hazards and Health Adaption Plan by June 2025:
    - The environmental scan to be used for planning.
  - Collaborate with organizations and stakeholders to create goals to decrease poor health outcomes to environmental hazards; and
  - Create a MCHHS communication plan toolkit around environmental hazards with assets created for various mediums, languages, and audiences.
- MCHHS will do planning and reviewing to see where improvements can be made;
- There are ER visit statistics:
  - Trying to reduce heat, cold, and air quality visits overtime.
- Emergency Management will be finding gaps in care:
  - Warming and cooling centers and what emergency management's role is.
- The report will be released with appendices; and
- After the report is overviewed by the BOC it will be placed on the website:
  - After BOC approval.

**Board Direction:**

- The community needs to know what they can do to protect themselves;
- Update on MCHHS and Emergency Management and their collaboration;
- Send report with appendices to the BOC

## **7. Risk and Claims Management Information System**

-Tamra Goettsch, William White

### **Summary of presentation:**

- New software for Risk Management;
- The current system is a filing component:
  - All claims, and worker's compensation information is stored there.
- In 2020, Risk Management began to process what is needed to manage the future;
- In 2021 an RFP was issued, and contract negotiations began:
  - It was clear that the contractor would not meet the county's needs; and
  - RFP and contract were cancelled.
- A new RFP was issued:
  - Worked with IT, Finance, and Business Services to create a more comprehensive RFP.
- In 2022, a vendor, Origami Risk LLC, was selected:
  - Enterprise Resource Planning (ERP) process began; and
  - The ERP executive team placed the process on hold until the ERP system was more understood.
- After further investigation it was understood that Risk Management was not part of the main ERP services:
  - In the county's best interest to move forward with this software as a solo operation.
- Origami Risk LLC was able to hold the original price;
- None of the proposals addressed the whole enterprise risk management need:
  - During contract negotiations ensured all needs were met; and
  - Worked with IT, Finance, and William White.
- Product will provide information to Risk Management, the BOC, and departments:
  - Able to create reports.
- It will be easier for departments to enter information as needed;
- A supplemental budget request is being submitted:
  - Funded by the self-insurance fund;
  - There is \$50 million in the fund; and
  - There is \$16 million set aside to carry forward.
- Paying for 18 registered users and 30 administrative users;
- The current system and the new system are cloud based; and
- The new system will allow for higher quality data.

### **Board Direction:**

- Hold a work session on the insurance and self-insurance funds; and
- The BOC is good to proceed.

## **8. On-Call Commercial Plumbing Services**

-Tamra Goettsch

### **Summary of presentation:**

- Original contract had an RFP done;
- Asking for an amendment of on-call services for an additional \$100,000;
- The contract is for two years, expiring June 15, 2027;
- This will be an up-to-amount of \$200,000;
- RFP was done in 2022 and there were three on-call plumbing contractors:
  - CJ Hansen was the only contractor whose funding was fully spent; and
  - Use contractors as needed and by their availability.
- Other contractors are HydroTech Plumbing, and HR Mechanical Services LLC.

- Having three contractors on call is the best-case scenario; and
- Will go out for RFP next year for all three.

**Board Direction:**

- The BOC is good to proceed with the contract for an additional year;
- Then go out for RFP next year, for all three; and
- Proceed with the item on the consent agenda.

**9. Tax Account 533053 Private Sale to Adjacent Property Owner**

-John Carlson

**Summary of presentation:**

- This is a 9 by 435-foot strip of land located off of Navaho Court SE, Salem;
- In February 2023 the adjacent property owner, the Cain’s, requested an exception policy for the direct purchase of this strip:
  - Want to go ahead with a planned development of the surrounding area;
  - It would be a 100-acre development.
- Per Marion County Planning Department, the Urban Growth Boundary (UGB) was about to expand:
  - The direction received was to wait for the UGB to expand; and
  - Go through with private sale.
- MCPW is good to proceed with sale;
- Informed City of Salem to ensure there are no issues:
  - The city of Salem did not voice any issues.
- In August, sent private sale opportunity by certified mail to all adjacent property owners:
  - There are five; and
  - Only the Cain’s bid.
- The county’s minimum bid was \$1,000 and the Cain’s bid \$1,100.

**Board Direction:**

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

**10. Hands and Words Are Not for Hurting Proclamation**

- Gary White

**Summary of presentation:**

- This is the annual Hands and Words are Not for Hurting proclamation.

**Board Direction:**

- The BOC is good to proceed.

**11. HB 4002 Grant Award Agreement**

-Gary White

**Summary of presentation:**

- This will be on the consent calendar on September 25, 2024;
- It will be signed for approval to receive the funds;
- There be a work session on October 8, 2024, for an update on HB4002:
  - This will be a 30-day update;
  - Public awareness plan; and
  - Reporting parameters.
- Ensure the Sheriff, Ryan Matthews, and the District Attorney are aware of what the work session will be about.

**Board Direction:**

- The BOC is good to proceed.

## **12. 2025 Long Session Scope of Work for Lobbying Services**

-Alvin Klausen

### **Summary of presentation:**

- Draft scope of work for hiring a lobbyist to represent Marion County in the long 2025 session;
- The lobbyist is not to do any speaking in committees unless they are with a commissioner;
- When anyone in the county is contacted is must come to the BOC:
  - A reminder e-mail will be sent to all staff.
- The last lobbying group was a direct award:
  - It was \$30,000; and
  - It was health specific.
- Will work on figuring out the budget;
- The RFP will post the budget and will be posted for two weeks;
- This will have a larger budget as previously the session was shorter and highlighted specific industries.
- Need to see what lobbying firms can offer;
- Some of the big issues are:
  - Health, transportation, timber, public safety.
- Part of the RFP is stating that they can be asked to come in for interviews;
- Need to figure out what the county wants out of legislature:
  - Need to be prepared to stipulate the boards priorities.

### **Board Direction:**

- Paying \$5,000 a month for services is reasonable; and
- The BOC is good to proceed.

## **13. Board Session Agenda Review**

-Commissioner Kevin Cameron

### **Summary of presentation:**

- Overview of agenda.

### **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

Alvin Klausen – Joint Committee of Transportation Draft Letter

- Salem meeting at the committee hearing;
- Thanks, the committee for listening and holding the Salem session;
- Mentions Commissioner Camerons attendance at the Albany committee hearing;
- Reiterates the county's goals:
  - Not getting rid of Gas Tax share

### **Board Direction:**



- Remove sentence from letter regarding state telling county what to do; and
- The BOC is good to proceed.

Alvin Klausen – Marion County Health and Human Services Kratom One Page Document

- Information is on Marion County letter head;
- Suggest updating without the letter head and showing what kratom is;
- This is for educational purposes and a public awareness campaign;
- Talking points will be developed to educate legislators
- Commissioner Bethell to meet with Representative Lisa Reynolds:
  - May be a good champion of the issue.
- Best scenario is an educational series with the legislators backing it:
  - Highly unlikely as prevention is not a large investment.
- Can be used in the following sessions if does not work in this one.

**Board Direction:**

- The BOC is good with the update; and
- Commissioner Bethell to have a follow up meeting with the group.

Alvin Klausen – Outreach for Letter of Support on Rule Change of the Three Basin Rule

- Meeting with Paul to discuss the issue;
- Emailed Erik Andersson of SEDCOR;
- Spoke to Brian Nicholas and Chris Einmo:
  - Want to have democratic support on the issue.
- Linn County has an investment and may be good to reach out to them;
- E-mail included a sample letter with one page of information regarding the issue:
  - Included link to Oregon Department of Environmental Quality’s (DEQ) page.
- Needs to be done by October 6, 2024.

**Board Direction:**

- Commissioner Cameron would like to be part of the meeting with Paul
- The BOC can call individuals and ask if they are interested in supporting;
- Reach out to Linn County representatives; and
- Forward e-mail that was sent to the BOC.

Alvin Klausen – National Association of Counties (NACo) National Old-Growth Amendment (NOGA) Letter of Comment

- Concern of not touching any national forest to allow for old growth:
  - Prevents thinning measures; and
  - This creates major wildfire concerns.
- NACo sent this to all the commissioners.

**Board Direction:**

- The BOC is good to proceed.

Commissioner Colm Willis – Reentry Breakfast Sponsorship

- If anyone of the BOC would like to sponsor the event;

**Board Direction:**

- Commissioners Bethell and Cameron would like to sponsor:
  - Send invoices to non-county e-mails.

Commissioner Bethell – National Center for Public Lands

- Not a library but a research engine:
  - Will produce research at request; and

- Will be a collaboration across counties and states.
- Five counties are going to present this to their boards;
- Research entity that will be funded by NACo;
- Wyoming and Washington commissioners want to discuss the Endangered Species Act (ESA) And the impacts sanctions study:
  - Potentially get ready for a lawsuit.
- Marion County's NACo dues are a little over \$11,000:
  - Asked for an invoice.
- Would like Marion County to support this effort;
- Once due is paid no more will need to be paid:
  - It will be invested, and interest will pay for staffing;
  - The goal is \$15 million:
    - Currently at \$3 million.

**Board Direction:**

- The BOC is good to proceed with the dues.

**Adjourned** – time: 11:00 a.m.

**Minutes by:** Mary Vityukova

**Reviewed by:** Gary White