

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

September 4, 2013

The Columbia County Board of Commissioners met in scheduled session with Commissioner Henry Heimuller and Commissioner Earl Fisher present.

Commissioner Heimuller called the meeting to order.

**EMPLOYEE EVENT CRAFT FAIR:**

Jean Ripa was present to answer any questions and concerns related to her memo regarding the Employee Event Committee's request to sponsor a Holiday Craft Fair in the Courthouse. To address concerns, Jean noted that any employee who participated directly would be expected to do so on their own time and that participation would be open to other than County employees. Further, as the space is somewhat small, the number of vendors will be limited. *After discussion, Commissioner Fisher moved and Commissioner Heimuller seconded to allow the Employee Events Committee to sponsor a Holiday Craft Fair at the Courthouse and approve entry by County employees. The motion carried.*

**COUNTY PICNIC:**

While present, Jean reminded the Board of the County picnic next week and the timing of the BBQ. She also informed them of a idea by Mike Simpson for a 9/11 remembrance. Because next Wednesday is 9/11, Mike plans to have a poster available that employees could sign which he will post at Ground Zero while on vacation next week in New York. The Commissioners expressed their appreciation for Mike developing such a thoughtful idea.

**EOC PROJECT UPDATE:**

Renate Garrison, EOC, provided the Board with budget detail in support of Change

Order #3 that was approved last week for voice and data cabling at the new EOC facility.

Renate noted that OEM had approved the latest grant budget amendment. This will provide ample funding to cover this most recent change order and estimated costs for the remaining computer cabling and equipment contained in a recently issued RFP.

#### **TRANSIT CENTER PROJECT UPDATE:**

Janet Wright and Todd Dugdale provided the Board with some background as to why the paving subcontractor, TFT, failed to complete the remaining 2" of paving over a portion of the bus parking area at the transit facility. P&C, the CM/GC for the project, provided low paving quantities to TFT and TFT stopped short of completing the parking area as described on the approved plans. Todd referred to a letter from P&C to TFT requiring TFT to identify one of three options going forward: 1) complete the work at no additional cost; 2) provide a reduced cost proposal for review; or 3) refuse to complete any additional paving resulting in P&C's action to pursue another option to complete the paving as designed. The response is due by Friday, 9/8/13. Todd noted the P&C is committed to a solution that would complete the remaining paving so the project can be completed on time and at or under the guaranteed maximum price per the contract with P&C. Todd will continue to keep the Board updated once there is a resolution of contract issues between P&C and TFT.

#### **FORENSIC ANALYSIS FOR COMPUTER ROOM INCIDENT:**

Todd Dugdale and Jean Ripa presented the Board with a preliminary estimate, of \$8,000-\$11,000 from Case Forensic Corp of Portland, to conduct an investigation to address questions and concerns of the County with regards to the circumstances, causes and lessons to be learned from the recent computer room "incident". After some discussion, the Board directed staff to not proceed with the analysis unless it can be confirmed that the full cost of the investigation can be paid for by our insurance company.

#### **MEETING WITH PUBLIC HEALTH FOUNDATION BOARD:**

The Commissioners moved their meeting to the Main Floor meeting room to accommodate the Public Health Board. Attendees during this portion of the meeting were: Commissioner Heimuller, Commissioner Fisher, Sarah Hanson, Jean Ripa, Trent

Dolynink, Rita Bernhard, Karen Ladd, Heather Lewis, Ashley Baggett, Dan Garrison and R. Michael Carter.

Commissioner Fisher explained the situation regarding the State's requirement that enforcement actions related to Public Health must be taken by governmental entities not by private non-profit foundations. On his request, Sarah Hanson explained how the State Department of Justice has reviewed this issue and demanded that the counties who have arrangements with private foundations for the provision of public health services must change regarding certain enforcement actions. The County must employ the Local Public Health Administrator (LPHA) for the portion of duties related to enforcement.

Extensive discussion followed regarding options.

Commissioner Heimuller noted that the county requires all its departments to retain a two month operating reserve and expressed the Boards concern that the Foundation does not appear to have this reserve. The Board is requesting both Public Health and Mental Health retain this level of reserve.

PHF Board members Bernhard, Dolynink and Garrison volunteered to be on a sub-committee to work with Commissioners Fisher and Heimuller on an agreement regarding the employment of the LPHA.

While present, PHF Board member Lewis showed the Commissioners the artist's conceptual drawings for the new Vernonia Health Center. The Commissioners were very complimentary regarding the plans and the expansion of services in that part of the County.

There was no Executive Session held.

With nothing further coming before the Board, the meeting was adjourned.

Dated at St. Helens, Oregon this 4<sup>th</sup> day of September, 2013.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

By: \_\_\_\_\_

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Henry Heimuller, Chair

By: \_\_\_\_\_

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Anthony Hyde, Commissioner

By: \_\_\_\_\_

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Earl Fisher, Commissioner

By: \_\_\_\_\_

Jan Greenhalgh  
Board Office Administrator