

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

August 13, 2014

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

Commissioner Hyde called the meeting to order.

BOARD DISCUSSION:

- ▶ General discussion was held on O&C and the current bill for SRS funding.
- ▶ Sarah Hanson met with the Board about ongoing comments made by a member of the public during public comment. The comments are routinely disparaging of a member of the LDS staff, Robert Crain. Several people, including Board members have looked into the claims and found no merit. It is appropriate for the Board to respond to the comments so that the public at large understands that the claims have been found to be without merit.
- ▶ Sarah Hanson met with the Board regarding the contract with Randy Sanders which expires at the end of the month. Commissioner Hyde asked Sarah to prepare a two month extension of the existing contract for the Board's consideration.
- ▶ *Commissioner Fisher moved and Commissioner Heimuller seconded to authorize an annual payment (upon request) of \$1,000 from the Economic Development Fund for RSVP Senior and Veterans luncheon at the County Fair. The motion carried unanimously.*

MEETING WITH STATE COURTS/CORRECTIONS/FINANCE - DRUG COURT:

The Board of Commissioners met with the Bryan Farrell, Susan Hill and Jenefer Grant with the State Court, as well as Linda Hald, Janet Evans and Patsey Sadler with the Department of Community Justice, and Jennifer Cuellar and Sarah Hanson. Bryan Farrell described the grant funding for drug court. The next grant period begins in September and is funded for 10 months. The application for September funding was based on continuing participation from the Department of Community Justice. The grant won't fund staff member expenses for the participant agencies, but it will pay for UAs, an assistant for Bryan, rent for office space and supplies.

The group discussed the status of the Drug Court License for use of the 2nd Floor Annex space. Bryan explained Drug Court's use of the space and a continued desire to use the space. Commissioner Hyde explained that the space is designated in the Courthouse Facilities Plan for use by County Counsel's Office which will allow the DA's office to expand. Eventually the space will need to be vacated so that the plan can be implemented. However, in the short term if Drug Court wants to continue in that space, the Board will need to see a written proposal. Sue Hill expressed that the State Court is also short on space. Sarah explained that Drug Court was asked to provide a proposal to T.C. Cunningham in Facilities for continued use of the space.

The group then discussed Community Corrections support for the Drug Court program.

Patsey and Bryan explained the time commitment for drug court and dependency court. Janet Evans explained that her intention was and is to maintain the current level of Adult Corrections time for the drug court and dependency court (approximately 1/2 day every Monday). However, given the current staffing problems she cannot guarantee that Patsey Sadler will continue to staff the programs. She also understands the need for consistency. The group agreed that the UA issue has been resolved because CCMH and State Court will be handling Drug Court UAs.

The group discussed transitional housing needs. Sue Hill asked whether transitional housing will be available for drug court and dependency clients. Janet explained that past spending on transitional housing appears to far exceed the grant funding available for that purpose. She needs to investigate the budget further and cannot promise that transitional housing will be available. The group indicated understanding that this issue will remain open for now.

Finally, Commissioner Heimuller expressed to the group that Janet Evans has the Commissioners' full faith and support. Janet expressed her desire to work with the

Drug Court and that she hopes the Drug Court will feel comfortable calling her directly if there are any questions or concerns about Corrections' partnership.

FY 15 SUPPLEMENTAL BUDGET INFORMATION:

Jennifer Cuellar, Finance Director, presented written information to the Board for review of the FY15 supplemental budget proposal she was directed with developing back in June, specific to the Jail fund.

The supplemental budget attempts to do the following: 1) Provide a more detailed financial plan for the Jail; 2) Establish a new fund for the Jail; 3) Adjust the closely-related Sheriff's department budget in the general fund, as well as the 203 Adult Corrections Fund and the 210 Inmates Benefit's Fund; and 4) Calculate the impact of an updated administrative allocation and PERS Bond fund calculation based on adjusted staffing levels.

It is believed that this new fund will allow for a simpler and more transparent presentation of the revenues and expenditures associated with Jail operations. The Board felt it is important that the Finance Director have a role on the Jail Operating committee that has been established to look at the jail levy fund usage. Commissioner Heimuller will act as the Board's point person to work with Jennifer on document and presentation drafts, etc. The next steps include drafting the supplement budget resolution, set hearing dates and public notice. The anticipated time for this will be approximately 4-6 weeks out.

After discussion, Commissioner Heimuller moved and Commissioner Fisher seconded to establish a Jail Operations Fund and move it out of the General Fund. The motion carried unanimously.

COURTHOUSE ROOF PROJECT SCHEDULE CHANGE:

Todd Dugdale and Todd Cunningham were present to discuss the proposed change in scheduling for the courthouse roofing project. In a memo to the Board, it details the recommendation to delay the re-roofing project until the summer of 2015. Factors for this recommendation are as follows: the decision to move forward was too far in the season; time to finalize and conduct legal review of the bid documents; time required to identify and determine the disposition of various rooftop communication equipment; and legitimate concerns expressed by County Counsel with the firm selected. Based on these factors, the Board agreed by consensus to delay this project to 2015. Staff was directed to move ahead with the disposition of equipment on the roof over the winter. Re-roof plans and specifications will be completed under the current contract with DBS Architects and be ready for inclusion in the bid package to go out by February or March of 2015.

Although the costs for the re-roofing project are unknown at this time, nor the outcome of the elevator grant, it makes sense at this time to move the server room to the first floor and get the fire suppression system recharged.

Commissioner Heimuller moved and Commissioner Fisher seconded to authorize the move of the server room to the first floor and those costs to be paid from the loan proceeds funds. The motion carried unanimously.

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 13th day of August, 2014.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____

Anthony

Hyde, Chair

By: _____

Henry Heimuller, Commissioner

By: _____

Earl Fisher, Commissioner

By: _____

Jan Greenhalgh
Board Office Administrator