

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

October 22, 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.

PIO CONTRACT:

The Board held discussion on the current contract with Randy Sanders for Public Relations Services that will expire on October 31, 2014. At this time, the Board felt it would be more appropriate to go through the RFP process for these services. No action was taken at this time.

EMERGENCY MANAGEMENT DISCUSSION ITEMS:

Vincent Aarts was present to again address the Readiness Training Identification and Preparedness Planning (RTIPP). Commissioner Hyde first wanted to congratulate the Emergency Management Department for having received a letter of approval from FEMA regarding the Multi Jurisdiction Hazard Mitigation Plan. The Board invited EOC staff to the next Board meeting to be publically recognized.

The meeting then moved to a discussion on the merits of conducting an RTIPP workshop for the entire county. The relative burden on county departments was a topic of main concern since they already have so many other mandates. In the end the Board agreed the process would be important for the county and decided to lend their support to the project with alterations to extend its timeline.

Vincent Aarts mentioned that he had information from Clatskanie RFPD that they would not be signing the HSEMC IGA. Commissioner Hyde said that he would follow up on this issue.

Lastly, Vincent offered the topic of the Regional Disaster Preparedness Organization IGA approval process. The IGA is in final draft and is awaiting consent from each of the core jurisdictions. Sarah mentioned that Jennifer may have some reservations regarding the document. Vincent agreed to follow up on this and forward the IGA to Sarah for review before placing it on the Board agenda.

ORDINANCE REVIEW PROJECT:

Sarah Hanson met with the Board to discuss Counsel's recent ordinance review project. The project involved having Tiffany Johnson review all of the ordinances in our ordinance books, with a few exceptions, and report whether each ordinance needed integration, amendments or other action based on changes to the law or other circumstances. Sarah reported that her office will begin the long process of trying to implement the recommendations in the next six months. If progress isn't being made, Sarah might consider an internship or other options to help get the project completed.

SHERIFF SALE OF COUNTY OWNED PROPERTY:

Sarah Hanson and Cynthia Zemaitis met with the Board to discuss the upcoming auction of surplus real properties. General discussion was held on the timing of the auction

and logistics. Discussion was also held on the terms to be set for the installment agreement to be used with any purchaser of the Old Portland Road property formerly owned by Ebert. Staff was instructed to move forward with the sale to be held on December 4, 2014.

NON-CIVIL SERVICE HIRING LISTS:

Jean Ripa was present to request that she be authorized to certify an equivalent number of candidates' names to a hiring authority for non-Civil Service positions as is allowed with Civil Service positions. *After some discussion, Commissioner Fisher moved and Commissioner Heimuller seconded to authorize the Human Resources Director to certify 25 candidates to hiring authorities until such time as Personnel Rule 4.4.2.B is updated appropriately. The motion passed unanimously.*

LUNCH WITH UNION PRESIDENTS/JAIL TOUR:

Jean addressed the Commissioners request to take the Union Presidents on a lunch tour of the Jail and combine that with their required annual Jail inspection. She informed them this could not feasibly happen during the lunch hour, as this is when the inmates were being fed. After consideration, the Board directed Jean to make arrangements for a lunch provided meeting at the Justice Facility with a tour to follow.

PHONE SCRIPTS FOR COURTHOUSE EVACUATIONS:

While present, Jean presented the Board with draft scripts of announcements to be made to employees during various evacuation scenarios. At this time, it was determined that Jean should check back with the Commissioners individually, get their comments and prepare a final version for review.

2014 EMPLOYEE SERVICE CEREMONY:

Jean reminded the Commissioners that the Annual Service Recognition Ceremony and Holiday Luncheon will be held on Wednesday, December 17th. She showed the Board the new service gift catalogs and made the suggestion that the Board also consider replacing the plaques handed out at retirement with something that may be more valued by employees.

PROJECT REQUEST: PARTICIPATION IN EBDM INITIATIVE:

Janet Evans, Department of Community Justice Director, was present to review her Project Request form for an Evidence-Based Decision Making Initiative grant. This is a technical assistance grant that the State Criminal Justice Commission is applying for. It will allow the State to work with up to 6 counties in Oregon to receive up to 15 months of intensive technical assistance to begin the work of EBDM at the State level and in multiple local jurisdictions. The goal of this grant is to building capacity to make evidence-based decisions at the individual, agency and system levels and to develop plans for implementing systemwide change strategies that will align State and local officials/jurisdictions with one another and with the principles of EBDM. There is no

budget impact for this grant but there is a staff time commitment consistent within the existing position perimeters.

//
//
//
//
//
//
//
//
//
//
//

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 22nd day of October, 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