

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

October 29, 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.

EVIDENCE-BASED DECISION MAKING INITIATIVE PHASE IV GRANT:

Janet Evans, Director of Department of Community Justice, came before the Board to seek support and approval of an Evidence-Based Decision Making Initiative Phase IV Grant. She has completed the Project Request Form. There is no financial impact to the County, only staff participation. *After discussion, Commissioner Heimuller moved and Commissioner Fisher seconded to approve the application for the Evidence-Based Decision Making Initiative Phase IV Grant, and authorize the Chair to sign the letter to the National Institute of Corrections, to be provided by Janet Evans. The motion carried unanimously.*

DONATION TO VETERANS MEMORIAL IN COLUMBIA CITY:

The Board received a request from the City of Columbia City for sponsorship of their Veterans Park currently under construction. They are doing this project with the assistance of (2) Veteran and War Memorial grants from the State of Oregon. Mayor Young is inviting the County to help sponsor the project at whatever level determined to be appropriate. After some discussion, *Commissioner Fisher moved and Commissioner Heimuller seconded to approve the donation of \$500 to the City of Columbia City for a brick in the Veterans Memorial Park now under construction. The motion carried unanimously.* It was noted that the Board would like to have the

Columbia County logo on the brick if possible.

CLOSURE OF COMMUNITY CORRECTIONS DUE TO WATER LEAK:

Jean Ripa requested that the Board formally ratify the closure of the Community Corrections earlier in the week due to the major water leak at the Justice facility. *Commissioner Heimuller moved and Commissioner Fisher seconded to ratify the closure of the Community Justice Department-Adult Division offices on 10/27/14 and until 10:30 am on 10/28/14 due to the flooding incident. The motion carried unanimously.*

UPDATED CHILD SUPPORT ENFORCEMENT I & II POSITIONS:

Jean Ripa then reviewed her memo and the materials regarding the positions in the District Attorney's Office for support enforcement. After some discussion, *Commissioner Heimuller moved and Commissioner Fisher seconded to approve the creation of the updated position of Support Enforcement Agent I and assign to salary range 23; approve the creation of the updated position of Support Enforcement Agent II and assign to salary range 24; and eliminate the position classifications of Support Enforcement Agent and Support Enforcement Coordinator. The motion carried unanimously.*

REVISIONS TO BUILDING SERVICES MANAGER POSITION:

Todd Dugdale and Jean Ripa were present to discuss Todd's recommendation that the Building Services Manager position be eliminated and split into a Building Official position and a Facilities Services Manager position. The primary basis for this recommendation is the difficulty in recruitment of a position with combined Building Codes and Facility Management functions. This proposal could be done with minimal budgetary impacts. After discussion, the Board is in agreement with the recommendation and directed Jean Ripa to begin the recruitment process for the Facilities Services Manager position immediately and further directed Todd to bring the proposal back to the next staff meeting for additional Board consideration.

PUBLIC HEALTH QUARTERLY REPORT:

Sherrie Ford, Public Health Administrator, came before the Board to give a quarterly report on Public Health. General discussion was held on the program.

AMENDMENT #1 TO ODOT AGREEMENT #29929:

Janet Wright, CC Rider Director, met with the Board to discuss Amendment #1 to ODOT Grant Agreement #29929 for 5311 funding. This amendment adds funding from the Rainier/Longview Metro Planning Organization (MPO) to this grant, which requires Board approval. After discussion, the Board agreed to add this amendment to the 11/5/14 consent agenda for approval.

TRANSIT DISCUSSION ITEMS:

- While present, Janet informed the Board of a correction to the vehicle purchase that was discussed last week. Instead of a Goshen Chevy diesel, she spec'ed a Ford vehicle with a gas engine. Janet wanted to correct the record and ensure that the discrepancy noted by Commissioner Heimuller after the meeting had been reviewed with the vendor to determine whether this bus would meet our needs.
- Janet addressed the WDOT grant opportunity and indicated that there was just not enough time to adequately prepare a grant application for that process.
- She also brought up the issue of the First Transit mechanic leaving and what they are doing to replace him. She will keep them posted on how that was going.

REMOVAL OF PARTITION WALL IN CCCC OFFICE:

Todd Dugdale, LDS Director and Susan Hill, State Court Administrator, took the Board on a tour of the building modifications Susan is requesting for Circuit Courts. The removal of a partition wall in the offices next to Commission on Children in Families and restoration of the hallway door to one of the rooms in Judge Grant's office were discussed. The Board directed Todd to obtain costs estimate for the work needed and bring it back to the Board for consideration.

While present, Todd briefed the Board on the recent water line break at the Justice facility, the related damage and remediation activities. He will continue to keep the Board updated.

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 29th 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