

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

January 21, 2015

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

Commissioner Heimuller called the meeting to order.

**PUBLIC HEALTH FOUNDATION - QUARTERLY REPORT:**

Sherrie Ford, Public Health Foundation Administrator, presented her quarterly report to the Board as follows:

- **SmokeFree St. Helens Forum:** The City of St. Helens has requested that Public Health present information about smoke free community policy options. The presentation is 1/21/15 at 6 pm at St. Helens City Hall and Ashley Baggett will be presenting as the Tobacco Prevention and Education Coordinator. All are invited to attend.
- **Adolescent Sexuality Conference:** There is a lot of activity on Facebook regarding the Adolescent Sexuality Conference that is organized and hosted by the Teen Pregnancy Task Force each year. Historically, Public Health professionals have attended this conference to learn how to communicate to adolescent patients regarding sexuality, bullying, anxiety and suicide. Mature students have also attended the conference with parents permission. Sherrie provide a letter addressing the misinformation that is being propagated in the media.
- **Health Impact Assessment Grant:** Ashley Baggett wrote a successful application

for \$15,000 to assess the health impact of improving pedestrian and bicycle access in Clatskanie. The grant included a part-time Public Health intern for February thru August 2015.

- **Program Formerly Known as “Cover Oregon”:** On January 16, 2015, PHF received notification that they will receive an additional \$40,000 to continue assisting people with their insurance enrollment applications. They have also recruited certified volunteers to assist individuals as the February 15 enrollment deadline approaches. More information to follow as it comes in.
- **Public Health Board Retreat:** This retreat is scheduled in place of the March Board meeting. Sherrie provided information on the retreat. This is a draft and input regarding topics of interest and participants is appreciated.
- **WIC Shadow:** Sherrie had the opportunity to shadow WIC staff on their travel day to Vernonia. One week per month, WIC travels to Scappoose, Rainier,

Clatskanie and Vernonia to help alleviate the transportation barrier for those who cannot come to St. Helens to receive education and vouchers. It was affirming to see such demand for satellite services and the gratitude of those clients.

- **E.Coli and Boil Water Advisory:** There is one mobile home park in the county that has tested positive for E.coli. The site is on a boil water advisory and the owner and site manager are being cooperative in notifying residents. The system will be flushed with chlorine by professionals and then re-tested before the advisory is lifted.
- **H3N2 Outbreak:** There is an outbreak at one nursing home facility in the county but there have not been any new cases since January 7<sup>th</sup> at that site, so it is well contained. PHF has not been notified of any other H3N2 outbreaks. The flu shot has limited effectiveness their year.

Sherrie will continue her quarterly updates and will schedule time on a staff agenda in

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April.

### **2015 BUDGET PROCESS:**

Jennifer Cuellar, Finance Director, came before the Board for general discussion on the upcoming FY16 budget and to schedule proposed budget meeting dates. Jennifer will send out a survey monkey to budget committee members and then finalize dates and times for all required meetings. Under general discussion, it was suggested that Jennifer use D-ring binders for the budget committee members so that it's easier to track through the budget document during review and during the meetings; the potential increase in PERS and the continued PERS reserve will be used as a starting point for the initial budget; the Board wants to ensure that they continue the practice of 25% available unrestricted funds in the general fund be budgeted for the CCSO combined operation. Jennifer was asked to submit some additional historic analysis on this subject. As for the Board's office budget, Jan will provide the budget data for 100-01 Commissioner Hyde will meet with Jennifer on the Economic Development budget and she was asked to provide some historical information on this too. There was discussion on the PGE SIP revenue and the Board was agreeable with establishing a separate cost center in the general fund to track this new revenue stream. Jennifer will estimate the revenue and placeholders for the expense. The Board will continue to discuss how they would like to utilize these funds most effectively and be sustainable. Lastly, it was suggested to leave the Veterans budget at the same level as this year. Jennifer will continue to keep the Board updated on budget issues.

### **COUNTY MEDICAL & RECREATIONS MARIJUANA REGULATORY OPTIONS:**

This item was carried over one week.

### **WORKFORCE AGREEMENTS:**

Sarah Hanson met with the Board to discuss two Workforce Oregon Agreements. The

existing workforce structure has been changed by the Governor. A five county work group is proposing to form a new Workforce Consortium to provide oversight of the Workforce Board. The first agreement forms the Workforce Consortium. It provides generally that the consortium will have an oversight function. One Commissioner from each of the counties will be a member of the Consortium. The Consortium will not have contracting authority. The second agreement is an agreement between the Consortium and the Workforce Board. The Workforce Board will be a 501(c)(3) non-profit and will carry out the workforce duties under the Workforce Act. Final agreements are currently being prepared for signature. The Board directed Sarah to place the agreements on the consent agenda when they are in final form.

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 21<sup>st</sup> day of January, 2015.

BOARD OF COUNTY COMMISSIONERS  
FOR COLUMBIA COUNTY, OREGON

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

Henry Heimuller,

Chair

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

Anthony Hyde, Commissioner

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

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Earl Fisher,

Commissioner

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

Jan Greenhalgh

Board Office Administrator