

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

July 6, 2016

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.

FAIR VOLUNTEER LUNCH:

Commissioner Heimuller moved and Commissioner Hyde seconded to authorize payment not to exceed \$500 for food items for the Fair volunteers. The motion carried unanimously.

PAYMENT TO CC RIDER FOR 13 "NIGHTS ON THE RIVER" TRANSPORTATION:

Commissioner Heimuller moved and Commissioner Fisher seconded to authorize payment of \$350 to CC Rider for transportation services for "13 Nights on the River". The motion carried unanimously.

IT MANAGEMENT POSITION:

Phillip Barton and Matt Funk were present for discussion regarding the IT Department. The Board explained that Jean Ripa is still the current IT Director, however this part of her job description will be eliminated and IT will be left without a director. The Board's current objective is to determine how to move forward with management of the department, either create a full IT Director position or leave the department without a manager.

Commissioner Hyde stated that removing Jean from IT is about HR, not IT. The Board believes that Jean needs to be able to focus her full attentions on HR.

Commissioner's Heimuller and Fisher explained that the county is in a time of change, and the Board is seeing this as a good time to look at where to move IT with regards to its structure. Commissioner Heimuller stated his concern with loading down the budget with personnel to fix 10-15 year old equipment, when we should be putting money into replace old and outdated equipment.

Matt commented that IT is already struggling to keep up with the workload. They have added several new supported facilities in the last three years including a new EOC and three road shops. Now they are losing a 1/4 FTE in IT and that is going to add to the time burden.

It was suggested that the county contract out for a systems analyst to do a planning analysis for IT.

The Board stated that they have never seen any type of reports on what IT does and felt it would be helpful if IT could provide reports of some sort showing what IT actually supports and what IT's time is spent on.

RENEWAL OF JAIL OPERATIONS LEVY:

Sheriff Jeff Dickerson and Sarah Hanson, County Counsel, met with the Board to discuss a November, 2016 renewal of the Jail Operating Levy. A draft ballot title was distributed for discussion. Commissioner Heimuller indicated the need to be more clear in the caption that the levy renewal is for the same rate and that the County is proposing four years rather than three. Sarah will review the administrative rules and make suggestions regarding the caption. The JOCAC's report was discussed. Because the Summary is limited to 175 words it was determined that the advisory committee would be best addressed in the explanatory statement. Sarah will bring a revised draft ballot title back to the Board's staff session on July 13 for further discussion. No action taken at this time.

CASEY GARRETT:

Casey Garrett met with the Board to get an update on their decision to create a General Services department. The full Board agreed that they would like to move forward on creating a Department of General Services and that they would like it to be official by 9/1/16. There was consensus that the new department would start out with a very similar structure as the existing Facilities Services program that is currently part of the Land Development Services Department. Over time the department may take on additional areas of responsibilities, such as management of County phone systems and the possible management of County Parks.

Commissioner Heimuller is going to contact Dave Hill and Glen Crinklaw to have them attend the July 13, 2016 staff meeting to discuss the concept of transitioning the Parks department into General Services beginning January 2017.

There was no Executive Session held.

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

Dated at St. Helens, Oregon this 6th day of July, 2016.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____

Anthony Hyde, Chair

By: _____

Henry Heimuller, Commissioner

By: _____

Jan Greenhalgh

By: _____

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Earl Fisher, Commissioner

Board Office Administrator