

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

STAFF MEETING MINUTES

December 6, 2017

The Columbia County Board of Commissioners met in scheduled session with Commissioner Henry Heimuller, Commissioner Margaret Magruder and Commissioner Tardif.

Commissioner Heimuller called the meeting to order.

EXECUTIVE SESSION UNDER ORS 192.660(2)(a):

The Board immediately recessed the regular session to go into Executive Session as allowed under ORS 192.660(2)(a). Upon coming out of Executive Session, no action was taken by the Board.

SERVICE RECOGNITION CEREMONY PROCESS:

Jean Ripa briefed the new Board members on the annual Service Recognition Ceremony process.

CRIMINAL JUSTICE GRANT AGREEMENT/GRANT FUNDED POSITIONS:

Janet Evans, Community Justice Director, came before the Board along with District Attorney Jeff Auxier and Sheriff Dickerson. Janet requested approval of the Justice Reinvestment Grant Agreement and additional staff positions. Both Sheriff Dickerson and Jeff Auxier requested approval for additional grant funded positions. After review and discussion, ***Commissioner Magruder moved and Commissioner Tardif seconded the following:***

- ***Approve the Criminal Justice Commission Justice Reinvestment Grant Program Grant Agreement and authorize the Chair to sign;***
- ***Authorize the Community Justice Director to fill one FTE Parole/Probation Officer (grant funded position);***
- ***Authorize the Community Justice Director to fill one FTE Work Crew Supervisor (to fill vacant position);***
- ***Authorize the Community Justice Director to fill one FTE Case Aide;***
- ***Approve the creation of a Pre Trial Coordinator position, assign to Salary Range 23 and authorize the Community Justice Director to fill this FTE position (grant funded position);***
- ***Authorize the District Attorney to fill one FTE Deputy District Attorney (grant funded position).***
- ***Authorize Sheriff Dickerson to fill one FTE Deputy position.***

The motion carried unanimously.

LEASE WITH COLUMBIA CITY FOR JUSTICE COURT SPACE:

Leahnette Rivers, City of Columbia City, was present to discuss the current lease with the county for Justice Court space.

EMERGENCY MANAGEMENT UPDATE:

Steve Pegram, EOC Director, briefed the Board on new equipment for EOC, grant requests for 2018 and the progress and updated roster for the Ambulance Service Advisory Committee.

REVIEW RFP RESULTS FOR GAS/LANDS:

Jewelee Bell, Contracts and Procurements Specialist, along with Sarah Hanson, spoke with the Board about the single Proposal received in response to the RFP for Natural Gas Resources and Real Property Administrative Services.

The Board decided that the solicitation should be canceled, and the single Proposal will be rejected as it did not contain enough information to determine whether the Proposer has the qualifications and experience necessary to manage the County's programs.

Jewelee will issue the notice of cancellation and contact all potential Proposers who expressed interest in the solicitation to ask for feedback on the RFP and the solicitation process before re-soliciting for these services.

PUBLIC HEALTH UPDATE:

Mike Paul, Public Health Director, was present. He gave a summary of the Local Public Health Authority (LPHA) governance functions and the statutory responsibilities versus Oregon Health Authority (OHA) program elements and funding. He then addressed the Public Health Foundation's (PHF) proposal and option for the provision of \$190,000 general fund dollars, to be used as follows: Immunizations \$62,262.00; Maternal and Child Health \$15,378.00; Communicable Disease \$59,829.00; and Reproductive Health \$49,079.00. Paul then went through the agenda for his meeting with OHA, the contract timeline, next steps and dates for contract negotiations.

RAINIER TRANSIT CENTER:

Casey Garrett and Michael Ray met with the Board to discuss the status of contract negotiations with JH Kelly on the CC Rider Rainier Transit Center project. Casey provided an itemized summary of 3 revised project cost estimates for different building construction scenarios. The revised project cost estimates ranged from \$718,000 to \$785,000, and each included varying levels of project omissions and value engineering methods developed to bring costs down. Casey explained that even while the negotiating efforts thus far had shown a substantial reduction in project costs compared to the original \$1,050,000 proposal, he didn't expect JH Kelly would be willing to work with the County to cut costs any further. In addition, Casey expressed concerns that additional cost cutting measures taken to modify the original project scope any further

may force the County to re-advertise the project in order to stay within procurement compliance.

After receiving this information, the Board instructed Casey and Michael to: verify whether there were any additional funding options to bridge the gap between that latest cost estimate and the amount of grant funds awarded for the project; verify to what extent the project scope could change and still receive the grant funds that had been awarded, and lastly, to provide weekly progress updates on the project's status until an acceptable solution was found.

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

Dated at St. Helens, Oregon this 6th day of December, 2017.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Henry Heimuller, Chair

By: _____
Margaret Magruder, Commissioner

By: _____
Jan Greenhalgh
Board Office Administrator

By: _____
Alex Tardif, Commissioner