

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

WORK SESSION MINUTES

December 5, 2018

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

Commissioner Magruder called the meeting to order.

EXECUTIVE SESSION UNDER ORS 192.660(2)(e)(h) - Real Property/Litigation

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

BOARD DISCUSSION ITEMS:

- After some consideration, there was Board consensus to cancel the December 26, 2018 Board meeting and work session. Jan will add that to the next consent agenda and post it on the website.
- Due to some questions on Karen Kane's position, Jan was directed to invite Karen to the next work session for discussion.
- Commissioner Tardif reported that he spoke with Commissioners from Coos County and Jackson County to obtain some information on fleet management. He will report back to the Board when he has more information.
- Commissioner Heimuller will be attending a NOHA meeting tomorrow in Warrenton and will then head to Eugene for the O&C Annual meeting.
- There was a brief discussion on the Chapman Landing Agreement with the City of Scappoose. Robin is needing some specific road details prior to finalizing the agreement. The Board will get Robin the information.
- The Board recessed the regular session to go back into Executive Session as allowed under ORS 192.660(2)(a) - Personnel. Upon coming out of Executive Session, no action was taken by the Board.

ERP PLAN:

Jennifer Cuellar and Holly Miller were present to address the ERP Plan. Highlights are getting the software application installed this week and last week's circulation of the new chart of accounts structure. Areas that will be moving forward from December into the transition period are as follows:

- Connectivity across all county facilities (contract currently under review with Counsel's office)

- Meetings with DHEOs and third party application vendors, particularly in the area of accounts receivable, to find best solution to integrating siloed financial activity with the financial systems and creating as standardized and efficient operations throughout the organization.
- Establish a communication routine to keep lines open throughout the transition period.
- Staff emphasized their confidence in the quality of the functionality upgrade that this new application will bring. The lack of progress out of the gate on the project is tied to the firm's having brought on substantially more clients than they typically do and so getting their resources assigned to the project have been delayed due to prior commitments.
- Apparent timing mismatch of Caselle having more capacity coming on board in January just when County will have a reduction in staffing capacity through mMrch is of concern. Staff will communicate a more realistic timeline on getting into the Mock (testing) phase and eventual go-live phase.

ODOT GRANT OPPORTUNITIES FOR SHERIFF'S OFFICE:

Steve Salle presented the Board with 3 grant agreements with the Oregon State Sheriff's Association that would allow the Sheriff's office to receive reimbursement for overtime spent on enforcement of 1) Distracted Driver; 2) Safety Belt Enforcement; and 3) DUII Enforcement. After review and discussion, ***Commissioner Tardif moved and Commissioner Heimuller seconded to approve the DUII Enforcement Grant Agreement. The motion carried unanimously.*** The additional 2 agreements were held over for further discussion.

IGA WITH COLUMBIA RIVER FIRE & RESCUE:

Michael Paul, Public Health, addressed the Intergovernmental Agreement with Columbia River Fire & Rescue for the purpose of using space during a public health emergency. Discussion was held on the medical counter measurers and the storage location. Afterwards, the Board directed staff to add this to the 12.12.18 consent agenda for approval.

While present, Mike informed the Board that he received a request from a consultant at the Rede Group to interview each of them to access the community's readiness for certain tobacco prevention and education initiatives. There was some discussion on the project and the funding source. Mike was directed to invite the consultant and the Public Health Foundation's tobacco prevention and education coordinator to attend a work session in January.

Lastly, Commissioner Magruder informed Mike that the Board will be attending a meeting at the PHF on January 31, 2019 and stated that Mike should also attend. Some discussion was held on the agenda for that meeting.

PSU CAP STONE PRESENTS DESIGN FOR SCAPPOOSE ALTERNATIVE ROUTE:

Michael Russell, Public Works Director and Lonny Welter, Transportation Planner provided the Board with a completed report on the Portland State University student CAPSTONE project for a Scappoose Alternative Route. The Board asked several questions, and then directed Michael Russell to continue the Scappoose Alternative Route project. The next step being to obtain funding (grants, etc) to enable the County Public Works to hire a consultant to use the students CAPSTONE project report, refine it to a product that can be used by the County and take it to the next phase.

CC RIDER ROUTE CUTS:

Todd Wood, Transit Director, was present to discuss options for upcoming run cuts. The cuts were in response to an ongoing \$250k deficit and increased expenses. Todd presented three main options. The Board gave Todd direction on which option to move forward with and asked him to take the information to the transit advisory committee for feedback. Todd also discussed shifting the Coordinators salary from half transit/half county to 100% transit. Currently the county pays 50% of the coordinators salary in order to support transit as well as contributing some monies to the system. In moving this half salary to Transit, the County would also increase its contribution by an amount equal to the half salary. This would be a budget neutral change as the amounts paid to Transit would not change, but would place all transit related salaries in the Transit budget. The Board agreed with the change and directed Todd to work with the Finance Director on the details.

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

Dated this 5th day of December, 2018.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Margaret Magruder, Chair

By: _____
Henry Heimuller, Commissioner

By: _____
Alex Tardif, Commissioner

Jan Greenhalgh
Board Office Administrator