

COLUMBIA COUNTY BOARD OF COMMISSIONERS

BOARD MEETING

WORK SESSION MINUTES

July 31, 2019

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

BOARD DISCUSSION ITEMS:

Karen Kane, Melinda Gartman, Jean Martwick and contractor Patsy Feeman reviewed the background information that led to an employee survey focusing on county culture. A plan cannot effectively be reached unless it has a strong culture, committed leaders, consistent execution and accountability. As noted in a document provided to commissioners and the strategic planning team, "Specifically, strategic planning may only succeed if it has the unequivocal support of the chief executives, affected department heads and, ultimately is embraced and understood by everyone in the organization." The Commissioners agreed to the survey as a way to determine if our culture is aligned with our stated values.

The group then discussed What is Culture and Why Does It Matter? An organization's culture is the beliefs, values and behaviors that have been adopted over time as a way to survive and succeed. Two key elements have a tremendous impact on an organization's culture 1-The organization's leaders have the biggest impact on an organization's culture 2-The core values being modeled in the behavior of all who work in the organization

The group then presented an overview of the results by Patsy Feeman, consultant from New Legends Now.

The group then talked with commissioners about the method they used to create summaries of comments and asked them to review them so they can be released. Karen Kane asked to come back to the August 7 work session to address any questions or concerns.

FOLLOW-UP ON FINANCE STAFFING:

Jean Ripa reminded the Commissioners that they had previously decided to postpone any discussion regarding appointment of a Treasurer until the new Finance Director, Louise Kallstrom, was on board. MaryAnn Guess, Tax Collector, has indicated a willingness to serve in this position. Her position as Tax Collector would continue to report to the Finance Director. This would be the same scenario as the Finance Director/Treasurer combination which has worked so effectively for the County for some time, with the reporting structure just one level down. Louise will talk to MaryAnn, the two of them will have discussions regarding whether a Chief Deputy position is needed

or not and will work with Counsel to prepare the appropriate document for the Board to approve on a Consent Agenda.

FOLLOW-UP ON BOARD STAFFING:

Jean Ripa next reminded the Board that they need to make some official decisions regarding the staffing situation in their own Office. If they wish to appoint Jacyn Normine to the Board Office Administrator, they will need to exempt the situation from the hiring process outlined in Personnel Rule 4. She also encouraged the Board to have the BOA position work 40 hours each week, as all other FLSA exempt employees do. The Board agreed that it is important to have consistent schedules and agreed to this. After further discussion about the job descriptions, the Board directed Jean to work with Commissioner Tardif on any updates and to return those to the full Board for consideration.

Commissioner Magruder moved and Commissioner Tardif seconded to exempt the Board Office Administrator appointment process from Personnel Rule 4. The motion passed unanimously.

Commissioner Magruder then moved and Commissioner Heimuller seconded, to appoint Jacyn Normine to the position of Board Office Administrator effective August 1, 2019. The motion passed with Commissioner Tardif abstaining due to his concerns over addressing the functionality of the organization structure as it applied to the Board's staff and goals throughout the County.

EXECUTIVE SESSION UNDER ORS 192.660(2)(D)

The Board recessed the regular session to go into Executive Session as allowed under ORS 192.660(2)(d). Upon returning to regular session, Commissioner Magruder moved and Commissioner Tardif seconded to proceed to arbitration with AFSCME Local 1442 regarding the CPI issue. The motion passed unanimously.

UPDATE ON GABLE RD CONSTRUCTION:

Tristan Wood, Assistant Public Works Director and Michael Russell, Public Works Director came before the Board of Commissioners to update construction schedule on Gable Road. Due to high amount of rock excavation at the beginning of the project, roadway construction has been delayed. New plan will be construction through all the High School entrances and have two way traffic in and out of them. Beyond the last entrance and exit from the high school onto Gable Road will be restricted to one way traffic again. Base layer of asphalt, sidewalks, and curbs will be in place. Temp asphalt ramps will be in place into the high school. Construction completion is on schedule for June of 2020. The board supported this and looks forward to a completed project.

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

Dated at St. Helens, Oregon this 31st day of July, 2019.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____
Henry Heimuller, Chair

By: _____
Margaret Magruder, Commissioner

By: _____
Alex Tardif, Commissioner

By: _____
Jacyn Normine
Board Office Administrator