

COLUMBIA COUNTY BOARD OF COMMISSIONERS

BOARD MEETING

WORK SESSION MINUTES

September 25, 2019

The Columbia County Board of Commissioners met in scheduled session with Commissioner Margaret Magruder and Commissioner Alex Tardif Commissioner Henry Heimuller was not present.

Board Discussion:

Janelle Adams with SAFE of Columbia County has reached out to the Board of Commissioners seeking permission to post information for Domestic Violence Awareness Month. Janelle would like to set up a small table in the courthouse that would have information and resources for Domestic Violence, and on October 9th have a candlelight visual on the courthouse steps. Jacyn Normine will check with County Counsel to inquire if a Hold Harmless Agreement would need to be put into place.

Commissioner Magruder and Commissioner Tardif reviewed the announcement for the United Way Annual Campaign letter that is sent out each year to County employees. Jacyn Normine will email the letter from the Board of Commissioners Office to all County employees.

The Columbia County Fair Board has recommended Rachel Kroon to be a member of the Columbia County Fair Board. Commissioner Magruder and Commissioner Tardif agreed to have Jacyn schedule a time for Rachel to meet with the Board of Commissioners.

LDS Updates:

Karen Schminke met with the Board and provided an overview of various projects in the Land Development Services Department. She started by discussing a couple of items that pertained to the department as a whole: the management team working well together, employee professional development, improving the customer's experience, and records systems. She next reviewed topics that related to each of the three primary divisions within the department. No Action was taken.

EAP Proposal:

Jean Ripa, Ken Border, Josh Luttrell and Cherie Moylan, all from the Health Benefits Committee, reported to the Commissioners on their research and proposal for the County to expand its current Employee Assistance Program (EAP). Jean Ripa described the research she had done with former Sheriff Dickerson regarding available EAPs. It was important that the County work with an EAP which had counselors trained and experienced in working with the particular issues faced by law enforcement

personnel. Reliant Behavioral Health was chosen and has been offered as an EAP for the Sheriff's Office for about a year and a half. She presented Commissioners Magruder and Tardif with a printed presentation showing the number of visits provided per issue (up to 6) and the types of other services available such as financial counseling, identify theft assistance, legal services and forms, etc. Ken, Josh and Cherie all expressed their support for this recommendation and described how important this type of service could be for employees. Both Commissioners were very supportive of the recommendation. They directed Jean Ripa to determine how best to formally expand the program to cover the entire County employee population and to place approval on an upcoming Consent Agenda.

Executive Session 192.660(2)(d)-bargaining (Pulled)

County Webpage Update:

Karen Kane and Holly Miller, along with Kathy Coddington, gave the board an update on the process of getting the new website live. Karen said she'd been working on the site for four to six hours a day for the last three plus weeks, writing new text, adding text, and meeting with department heads all the while learning how to use the content management tool and writing step-by-step instructions for the county's content providers. Holly relayed how she had been working with the contractors on final design tweaks, as well as creating styling formats, adding photos, creating images and other background work. Kathy noted that it took her 8 hours to add and check links on just 14 pages of text. She had also asked Karen earlier, after a conversation with Commissioner Magruder, why content providers were not placing text themselves for Karen to edit. Karen said that because our previous text was not adequate and sometimes non-existent, that she would prefer to have less old text and newer information on the new site, even if the new info was just the basics, for when the site goes live. Commissioner Tardif asked if the soft launch date was still feasible, Karen said she is working to make it so and believes it can be done, though content and imagery will continue to be enhanced after the launch. He also asked when our current site would go down, and if we could plan some sort of notice to staff and the public about it. Holly explained how a soft launch would work – depending on internet providers, the new site may not be available to everyone at the same time.

BOARD OF COUNTY COMMISSIONERS
FOR COLUMBIA COUNTY, OREGON

By: _____ Not Present _____
Henry Heimuller, Chair

By: _____
Margaret Magruder, Commissioner

By: _____
Alex Tardif, Commissioner

By: _____
Jacyn Normine
Board Office Administrator