

County Administration Workshop: January 7, 2016

9:00 a.m. – Board Conference Room

Attending: Commissioners Cherryl Walker, Keith Heck, and Simon G. Hare; Linda McElmurry, Recorder

Chair Cherryl Walker called the meeting to order at 9:00 a.m.

1. DISTRICT ATTORNEY

A. Acceptance of Grant Award VOCA/CFA-2015-JosephineCo.DAVAP-00039 between Josephine County, acting by and through its District Attorney's Office and the Oregon Department of Justice Crime Victims' Services Division for the provision Victim Assistance Services for Crime Victims (Mulkins)

Ryan Mulkins, District Attorney, informed the Board this money is required to be used for crime victims and currently pays for a Victim's Assistance Specialist who contacts and investigates crime victims, helps determine restitution, even sits with the victim during the trial. The size of this grant which has been received for multiple years has now grown to the point it needs Board approval. He explained how the 20% match requirement would be met and noted that every case has a victim who needs services from his office. Commissioner Hare suggested the Board delegate the Chair to sign the agreement at WBS and the Board agreed. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

2. DEPARTMENT REPORTS & BUSINESS UPDATES

A. Department Updates

1) Human Resources

a. Request for Contract Approval SEIU (Scofield)

JJ Scofield, HR Director, said he was requesting Board approval of the SEIU contract; changes include changing a 12 step scale to a 9 step scale with a restructured salary table, no COLA in year one or two but would on year three to give SEIU parity with AFSCME. Commissioner Hare noted this would be five years without a COLA leaving Josephine County at a competitive disadvantage. Commissioner Heck felt the average populace cannot afford to pay a COLA to public employees. Commissioner Hare requested a "track changes" document and Commissioner Heck agreed. *Staff was directed to post both copies on the web. Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

JJ said Public Health would like to change two Public Health Assistants in WIC from .8 to 1.0 FTE. Funding is by grant money and after an analysis it shows the change would pay for itself and allow for greater services to the public. Arthur O'Hare, Finance Director explained that WIC was 100% grant funded using no general fund. WIC's audit recommended and requested the positions be increased because the program was not meeting the needs of the public served. Commissioner Heck asked if enough money were not received who would be liable and was told there was enough carry over funding to more than cover the additional costs. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

JJ presented a request from Allcare to provide Children Service Community Health Workers to Public Health to serve grade school children in a program similar to Healthy Start. The positions would be completely funded by a grant from Allcare. Arthur said the County has already received the money to put this in place. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

JJ also presented a request from Juvenile Justice who has a full time administrative employee retiring and would like to move funding for the administrative position to part time and increase a probation officer to full time. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

2) Fairgrounds

Peggy Anderson, Fairgrounds Manager, presented **Exhibit 1, Fairgrounds Update**. She has also been meeting with Josephine Soil and Water who has funding for an educational fire resistant garden at the Fairgrounds. She said the Master Gardeners would also like to be more involved with the Fairgrounds so she identified areas that could be used and has asked members of the Fair Board to meet with Josephine Soil and Water. Commissioner Hare asked about the cost of a roof vs. a new arena and the Board agreed Commissioner Heck and Peggy will work on a feasibility study for a new arena vs. a roof.

3. FINANCE REPORT & BUSINESS UPDATE

Arthur O'Hare, Finance Director said they closed out the audit so he is preparing the midyear update for the Board and will have it ready within the next two weeks. He will be bringing an economic development request and a time and attendance draft memo next week for the Board to review. He asked the Board for permission to check with Courts about closing the Courthouse access at 4:00 p.m. daily since the departments are closed, he would then discuss it with other departments housed in the Courthouse. The Board authorized Arthur to proceed.

4. BOARD BUSINESS: (ORS 192.640(1) ". . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.")

- A. Resolution No. 2016-001; In the Matter of Changing an Appointment to the Josephine County Mental Health Advisory Board**
- B. Resolution No. 2016-002; In the Matter of an Appointment to the Josephine County Board of Health**
- C. Resolution No. 2016-003; In the Matter of Appointments to the Josephine County Animal Shelter Advisory Committee**
- D. Resolution No. 2016-004; In the Matter of a Reappointment to the Bikeways and Walkways Committee**
- E. Resolution No. 2016-005; In the Matter of an Appointment to the Josephine County Parks Board**
- F. Resolution No. 2016-006; In the Matter of Appointments to the Local Alcohol and Drug Planning Committee**

Commissioner Hare felt they were blessed to have this quality of applicants as volunteers. *Staff was directed to place all the appointment items on the Consent Calendar on next week's Weekly Business Session Agenda.*

G. Matters from Commissioners

Commissioner Hare updated the Board on pending National Forest Resource Council (NFRC) legislation and said he would prepare a draft letter of support. He also updated the Board on the O&C meeting he attended and how they plan to proceed with litigation. He felt their choice of a law firm was key to separating the elements of the grievance. Commissioner Heck said he didn't want Commissioner Hare to obligate Josephine County to any particular position and the issues have to be heard separately. Commissioner Hare said he would do his best.

H. Liaison Update

Commissioner Walker requested authorization from the Board to have Kirk Brust, Court Administrator submit the Courthouse Renovation Request from last year but increase it to \$750,000. Commissioner Heck said yes. Commissioner Hare was concerned that the County can't deliver on it and suggested they need to ask for a new Courthouse. Since the request had to be in by the following day the Board agreed to have Kirk submit the increased application from last year.

Commissioner Hare said he met with most of the departments for which he serves as Liaison and they are content to address the Board on an as needed basis when he was out of the office. He suggested Commissioner Walker represent Josephine County on the Regional Solutions Committee and will turn in his resignation with that recommendation.

I. Miscellaneous Items

The Board agreed to cancel Thursday General Discussion meetings unless needed. The Board agreed Commissioner Walker would meet with Senator Merkley and gave her a list of items to discuss with him.

The Board discussed who would attend the Chamber Banquet; Commissioner Walker will invite Sarah Wright from Parks and Peggy Anderson from the Fairgrounds to fill up the table for eight.

Commissioner Walker discussed the State of the County address she gave starting with the video of animal shelter and felt it went well.

The Board discussed the contract with Kate Dwyer to produce a monthly article; Commissioner Heck suggested since the Chamber has agreed to promote the County once a month, they cancel the contract with Kate. The rest of the Board agreed they wanted to give her a chance and felt the larger distribution would help. Commissioner Walker will follow up with her regarding the topic.

Meeting adjourned at 10:37 a.m.

EXHIBITS:

1 Fairground Update



Exhibit/
Admin
1-7-16

Board of Commissioners Meeting Notes-1-7-16

Fair/Fairgrounds Grounds Rental:

Tree Lighting- Sunday December 6, was very successful, 1,000 or so were in attendance.

Last Minute Sale December 19, 2015 was a sellout, waiting list of 10 vendors.

Saturday Market was going for 3 weekends in December, Our buildings were completely full first 3 weeks in December. January 2016.. Rascals are back, Growers market back this week, Collectors West, Estate Auction, Bingo is 2 times a week and going well.

Arena: We are running a 3 month special with reduced arena rates thru February and the word has spread. Record number of passes sold in December is 42, number was 20 for Dec 2014. The "Horse People" have finally found us again! Another Barrel Racing in January. Newest event in the arena will be a kickboxing/cage fight event the weekend of March on Tuesday we had an inquiry for a Poker Sorting Event that would piggy back like events in Crescent City and Klamath Falls .

Friends of the Fair:

Bingo is alive and well at the Josephine County Fairgrounds. 2 games a week on Wednesdays and Sundays.

Horse Racing:

Meetings have started with Horse Racing as I have met with the New President Sheri Morin and am in the process of requesting an agreement for when they use our facilities for meetings as currently there is no written agreement. I am meeting with legal on Friday with contract discussions as some areas need to be tightened up and changed.

Fair:

The Fair Board and I (5 of us) will be headed to Oregon Fair Association next week. Thursday – Sunday. We have been working with grounds acts and major entertainment for Rodeo on Wednesday, Thursday Battle of the Bands, Fri & Sat: Tuff Trucks, Monster Trucks, and Metal Mulisha. We are still pinning down pricing to keep under last year's budget with new events.

Sue Hunt -4-H Extension:

I have met concerning judging costs for Livestock Judges as Josephine County is not competitive with other fairs and will be asking the Fair Board for an increase from \$60.00 to \$100.00 per day. The average for most fairs for livestock judges is \$125.00, the request will be made at our next scheduled meeting on Tuesday January 19, 2016.

Grants:

This past month we were the recipient of the Barbara Emily Knutson Foundation grant of \$5,000 to finish paying for the Commercial Building heating upgrade. Avista ended up donating the trenching of lines that was a value of \$6,600 that put us under budget. Mary and Terry are moving forward on several other grants that are due in January for tables and chairs, sinks etc for floral building and still in process of pulling paperwork for the facades that have deteriorated on the Commercial Building and Square Dance Building and the roofs are leaking during this wet weather.

Community Donations:

We know the community continues to support the fairgrounds as we sent out a donation letter right before Thanksgiving and as of Tuesday January 5th we have seen support of cash and credit card donations of approximately \$13,843.00.

Equipment:

We had a break downs with one of our larger pieces. This week in working the Arena we lost a head gasket in our Kioti Tractor that was donated to us from Run Away Tractors.

Peggy D Anderson, Josephine County Fair/Fairgrounds Manager