

County Administration Workshop: March 3, 2016

9:00 a.m. – Board Conference Room

Attending: Commissioners Cherryl Walker and Keith Heck (Simon G. Hare was attending a meeting in Salem);
Linda McElmurry, Recorder

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

1. LEGAL COUNSEL

A. Planning Director Delegation of Authority

Wally Hicks, Legal Counsel turned the matter over to JJ Scofield who requested the Board delegate the authority of the Planning Director to James Black, Planner III as that department is at a standstill until this happens. Commissioner Heck made a Motion to make James Black, Acting Planning Director for a limit of 90 days or until rescinded, seconded by Commissioner Walker. Upon roll call vote, motion carried, 2-0; Commissioner Heck – yes and Commissioner Walker – yes. Commissioner Walker provided **Exhibit 1 – Sample of Designation of Authority** and said she had spoken with Dick Converse who was available for consult but had very limited time suggesting the County might need to enter into a contract with RVCOG to complete the Pilot Project.

2. DEPARTMENT REPORTS & BUSINESS UPDATES

A. Juvenile Justice

1) Provider Agreement between Josephine County and Options For Southern Oregon (Goodwin)

James Goodwin, Juvenile Justice Director, said this was a provider agreement between Josephine County and Options to give Options the ability to bill the Juvenile Justice. There is an IGA in place to receive the money but the amendment was needed to distribute the funds. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Session Agenda.*

B. Planning

1) Findings of Fact and Decision – Comprehensive Plan and Zone Change for Timm Andersen, 6160 Monument Drive (Zilverberg)

Grace Zilverberg, Planner III, stated this document reflects the decision of the Board and the Ordinance was ready as soon as the Findings are signed. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Session Agenda.*

C. Department Updates

1) Fairgrounds

Peggy Anderson, Fairgrounds Manager, presented and reviewed **Exhibit 2, Fairgrounds Update**. She relayed that she has been able to bring her biggest Grounds Act to Josephine County this year. She researched the cost of an arena and to put in a new structure would cost from \$5-6.5 million. Commissioners Heck and Walker relayed ideas on fundraising to remodel the Host House. Peggy said she had a commitment from Ausland who will donate the specs and plans.

2) Human Resources

JJ Scofield, HR Director, said Prothman is performing screening interviews this week and they will review those results with Commissioner Walker and himself on the 15th. The BCC Chief Administrative Supervisor position has received only a couple of applications so JJ suggested pushing interviews out one week to provide a better pool to draw from.

3. FINANCE REPORT & BUSINESS UPDATE

Arthur O'Hare, Finance Director, said the auditors got their technical review information to Finance and have suggested a couple of changes regarding new rules for pension reporting. He is scheduled to go to the GFOA conference at the beginning of next week and will not be in the office. The IRS is auditing Josephine County payroll for 2013 which is when ADP was the provider. The County has received the information from ADP and has sent it to the IRS. Finance is working with Departments on budgets and April 19 is the first Budget Committee meeting. Finance will also be preparing a supplemental budget and he will bring a timeline to the Board soon. He suggested that Economic Development Funds given to internal departments be raised to \$25,000 to offset inflation. After a short discussion the Board stated they felt it should remain at \$20,000 as Departments could request more for specific projects.

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. Policy B-8: Contract Signing Authority

Arthur said this would bring signing authority into sync with Public Contracting Rules and felt it would make sense administratively to smooth out the process by raising the delegated authority. He stated he was in favor of this change for budgeted items as it would move the process faster for things such as the Galice slide.

B. Resolution No. 2016-021; In the Matter of an Appointment to the Josephine County Mental Health Advisory Board

Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Session Agenda.

C. Resolution No. 2016-022; In the Matter of a Reappointment to the Emergency Medical Services Board

Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Session Agenda.

D. Matters from Commissioners

Commissioner Walker asked if the Board would like to enter the Wolf Creek Easter parade noting that she would not be available. Commissioner Heck said he would be attending the event but did not want to enter. *Staff was directed to notify the organizers.*

E. Liaison Update

Commissioner Walker noted that the Centennial Committee was formed by Resolution 2015-025 and she has only two volunteers and would like to discontinue the committee feeling it was too onerous a commitment for three people. Commissioner Heck made a motion to rescind Resolution 2015-025, seconded by Commissioner Walker. Upon roll call vote, motion carried, 2 -0; Commissioner Heck – yes and Commissioner Walker – yes.

Commissioner Walker said Public Health entered into an agreement with Allcare clinic and billable activity has increased phenomenally from 52 last year to 328 this quarter. She added that it looked like Larry Graves, Airport Manager, was able to qualify for a ConnectOregon VI grant for generators at both airports.

F. Miscellaneous Items

None heard.

Meeting adjourned at 10:05 a.m.

EXHIBITS:

- 1 Sample of Designation of Authority**
- 2 Fairgrounds Update**



United States
Department of
Agriculture

Farmers
Home
Administration

Arizona State Office
Suite 275
201 East Indianola
Phoenix, Arizona 85012

Exhibit 1
Admin
3-3-16

October 25, 1984

DESIGNATION OF AUTHORITY TO ACT AS STATE DIRECTOR

In my authority as State Director, I make designation of the following State Office Officials, listed in order of succession, to serve as Acting State Director whenever I am absent from the State Office on official business or leave for a period of eight (8) hours or more.

Cherryl Vangelisti, Rural Housing/Property Management Specialist

Charlene M. Warren, Administrative Officer

William H. Hutcherson, Chief, Rural Housing

Ernest E. Jones, Jr., Chief, Farmer Programs

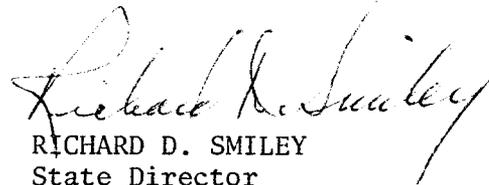
Claude L. Johnson, Chief, Business and Community Programs

Jill B. Hurt, Multi-Family Housing Coordinator

I hereby redelegate to such Acting State Director all rights, privileges, duties and powers (including the authority to execute all documents incident thereto) delegated to the position except the following:

Not including the authority to approve debt settlement actions.

This designation shall be effective Thursday, October 25, 1984, and shall remain in effect until termination of my employment or employment of the delegate, or until revoked, or otherwise modified in writing, whichever is earlier.


RICHARD D. SMILEY
State Director

cc: Administrator, FmHA, Wash., D. C.
Each delegate listed above
OPF for delegates listed above
Delegation File
County Supervisors
District Directors

Program Sections



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Arizona State Office
201 E. Indianola, Suite 275
Phoenix, Arizona 85012

September 10, 1985

DESIGNATION OF AUTHORITY TO ACT AS STATE DIRECTOR

In my authority as State Director, I make designation of the following State Office Officials, listed in order of succession, to serve as Acting State Director whenever I am absent from the State Office on official business or leave for a period of eight (8) hours or more:

Charlene M. Warren, Administrative Officer

William H. Hutcherson, Chief, Rural Housing

Claude L. Johnson, Chief, Community and Business Programs

Joe A. Velut, Chief, Farmer Programs

Jill B. Hurt, Multi-Family Housing Coordinator

~~Cherryl Vangelisti, Farmer Programs Specialist~~

Harley R. Hurt, Community and Business Programs Specialist

Charles J. Havranek, Farmer Programs Specialist

I hereby redelegate to such Acting State Director all rights, privileges, duties and powers (including the authority to execute all documents incident thereto) delegated to the position except the following:

Not including the authority to approve debt settlement actions.

This designation shall be effective September 10, 1985, and shall remain in effect until termination of my employment or employment of the delegate, or until revoked, or otherwise modified in writing, whichever is earlier.

CLARK R. DIERKS
State Director

cc: Administrator, FmHA, Wash., D.C.
OPF for each Delegate listed above

Delegation File
Each Delegate listed above



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Arizona State Office
201 E. Indianola, Suite 275
Phoenix, Arizona 85012

July 15, 1985

DESIGNATION OF AUTHORITY TO ACT AS STATE DIRECTOR

In my authority as Acting State Director, I make designation of the following State Office Officials, listed in order of succession, to serve as Acting State Director whenever I am absent from the State Office on official business or leave for a period of eight (8) hours or more:

Charlene M. Warren, Administrative Officer
Claude L. Johnson, Chief, Business and Community Programs
Ernest E. Jones, Jr., Chief, Farmer Programs
Jill B. Hurt, Multi-Family Housing Coordinator
Cherryl Vangelisti, Farmer Programs Specialist
Harley R. Hurt, Business and Community Programs Specialist
Charles J. Havranek, Farmer Programs Specialist

I hereby redelegate to such Acting State Director all rights, privileges, duties and powers (including the authority to execute all documents incident thereto) delegated to the position except the following:

Not including the authority to approve debt settlement actions.

This designation shall be effective Monday, July 15, 1985, and shall remain in effect until termination of my employment or employment of the delegate, or until revoked, or otherwise modified in writing, whichever is earlier.

WILLIAM H. HUTCHERSON
Acting State Director

cc: Administrator, FmHA, Wash., D.C.

Each Delegate listed above

OPF for each Delegate listed above; Delegation File

FmHA

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Arizona State Office
201 E. Indianola, Suite 275
Phoenix, AZ 85012

March 21, 1985

DESIGNATION OF AUTHORITY TO ACT AS STATE DIRECTOR

In my authority as Acting State Director, I make designation of the following State Office Officials, listed in order of succession, to serve as Acting State Director whenever I am absent from the State Office on official business or leave for a period of eight (8) hours or more.

Charlene M. Warren, Administrative Officer

William H. Hutcherson, Chief, Rural Housing

Ernest E. Jones, Jr., Chief, Farmer Programs

Claude L. Johnson, Chief, Business and Community Programs

✓ Cheryl Vangelisti, Rural Housing/Property Management Specialist

Jill B. Hurt, Multi-Family Housing Coordinator

I hereby redelegate to such Acting State Director all rights, privileges, duties and powers (including the authority to execute all documents incident thereto) delegated to the position except the following:

Not including the authority to approve debt settlement actions.

This designation shall be effective Thursday, March 21, 1985, and shall remain in effect until termination of my employment or employment of the delegate, or until revoked, or otherwise modified in writing, whichever is earlier.

G. REYNOLDS SHULTZ
Acting State Director

cc: Administrator, FmHA, Wash., D.C.
Each Delegate listed above
OPF for each Delegate listed above
Delegation File



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Arizona State Office

March 21, 1985

Subject: Redefinition of Authority

To: Cheryl Vangelisti
Rural Housing/Property Management Specialist
FmHA, Phoenix, AZ

- In my authority as Acting State Director, Farmers Home Administration, Phoenix, Arizona, in accordance with FmHA Instruction 2006-F and 2030-A, I redelegate to Cheryl Vangelisti, Rural Housing/Property Management Specialist, FmHA, Phoenix, Arizona, authority to sign correspondence, not requiring my attention, over her own name or under my name and title using the "for" signature format, in accordance with regulations and procedures. This redefinition will be in effect as of March 21, 1985, and shall continue in effect until the termination of employment of the delegate in her position, or until revoked or otherwise modified in writing.

G. REYNOLDS SHULTZ
Acting State Director

cc: Director, Finance Office
FmHA, St. Louis, MO
Official Personnel File
Delegation File





1481 FAIRGROUNDS ROAD
GRANTS PASS, OR 97627
PHONE: 541-476-0810
FAX: 541-476-1087

WEBSITE
WWW.JOGFAIRGROUNDS.COM

Exhibit 2
Admin
3-3-16

Board of Commissioners Meeting Notes-March 3, 2016

Fair/Fairgrounds:

Horse Racing:

Contract is out to S.O.H.R.A.. They came back with some requests and I have sent back findings, in final negotiations.

BMX:

On Tuesday of this week Rob Brandes, Mike Watson, Mary Groves and I met to visit about the plans and where they are headed for BMX. On Friday Mike Watson and myself have a meeting set up with Tom Williams the new BMX President and Jennifer White the new Track Operator.

Fair:

Sponsorship meetings are continuing with new prospective partners. I have or have had in the past week and into early next week 6 appointments with new prospects and I actually feel very good with all but one being a strong possibility for a new fair partnership.

Grants:

Mary Groves and Terry Canavello this past month have been working on a new grant for the Floral Building. We were invited next week to meet with the Carpenter Foundation in Medford and met with Oregon Community Foundation on Tuesday to tour the floral building. This grant request is for \$ 45,500 from 4 non-profit funding sources.

Grounds:

Myself and maintenance met with the Grants Pass Fire Marshall Joe Hyatt, City Police Chief Jim Landis, Deputy Chief Todd Moran, Sheriff Dave Daniel and 2 security companies Concierge and CYA out of Medford to go over an event we have scheduled for April 9th to be sure security, law enforcement and Fire Marshall were all on the same page for the event.

Also yesterday on Thursday March 2nd we had another large portion of roof come off the 4-H Building in the back.

Buildings are in use almost daily and arena still being used daily. (See Handout on new arena design)

Electronic Reader board: We are getting bids for the electronic sign that has been out for several months.

Peggy D Anderson, Josephine County Fair/Fairgrounds Manager