

**County Administration Workshop: June 2, 2016**

**9:00 a.m. – Board Conference Room**

Attending: Commissioners Cheryl Walker, Keith Heck, and Simon G. Hare; Terri Wharton, Recorder

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

**1. LEGAL COUNSEL**

**A. Resolution No. 2016-\_\_\_; In the Matter of Authorizing the Josephine County Planning Director to Initiate a Land Use Application to Amend the Rural Land Development Code to Provide for Regulation of Marijuana Production in Rural Residential Zones**

Wally Hicks, County Legal Counsel, explained this was the result of two commissioners asking to get started on setting setbacks and fence height requirements. James Black, Planner III, said he will need ideas from the Board to include in the Staff Report. Commissioner Hare suggested a change in the third paragraph that the Board is looking to review options for potential regulations. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

**2. DEPARTMENT BUSINESS and QUARTERLY UPDATES**

**Department Business**

**A. Human Resources**

**1) Request for Personnel Policy Change (Scofield)**

Jonian Scofield, Human Resources Director, explained this draft policy revision was a recommendation from the Budget Committee to allow the Elected Officials salary to be within 5% of the average of comparable counties. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

**B. Public Works**

**1) Order No. 2016-0xx: In the Matter of Reconstruction of the Intersection at Hugo Road and Three Pines Road; Approving Temporary Closure of Roadway During Construction; and Report and Recommendation (Burgess/DeJanvier)**

Neil Burgess, Civil Engineer, explained the need for a temporary road closure at the intersection of Hugo Road and Three Pines Road to grade the road and move a power pole. Chuck DeJanvier, County Engineer, advised that due to the narrow right of way and no staging area, the intersection will need to be closed to traffic and pedestrians. *Staff was directed to place the item under Administrative Actions on next week's Weekly Business Session Agenda.*

**Department Quarterly Updates**

**A. Community Corrections**

Nate Gaoiran, Community Corrections Director, distributed **Exhibit 1 – June 2, 2016 Quarterly Report** and reviewed it with the Board.

**3. FINANCE REPORT and BUSINESS UPDATE**

Arthur O'Hare, Finance Director, reported the Supplemental Budget would be available next week and then he would be working on updating finance policies. He mentioned he was interviewing two more candidates for the Grant Accountant position, and the Finance Office would be closed on June 10<sup>th</sup> to replace the carpet.

**A. Economic Development Request – Illinois Valley Chamber of Commerce - \$5,000 Siskiyou Bluegrass Festival**

Arthur O'Hare explained this was a repeat of last year's request, which was granted for advertising to help increase attendance. Commissioner Hare questioned whether the last year's attendance actually increased

and whether the event made \$5,000. The Board directed Arthur to get specific information regarding advertising, other contributors, attendance, and effectiveness from last year's event.

**B. Title III extension of funding – Emergency Management (Hall) - \$100,000 Community Wildfire Protection Plan**

Arthur O'Hare mentioned this was a continuation of the project with a change in vendors. *Staff was advised to place the Title III application in the Board's signature file.*

Commissioner Hare reported he is continuing to work on the Dimmick Tower project and has met with the City of Grants Pass where he discovered height restrictions for buildings and that there is a waterline underneath A Street which restricts any structures on that area.

**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. Matters from Commissioners**

Commissioner Walker advised Dave Snook was there to ask for permission for a fireworks display in an unprotected area. Dave advised he was a certified pyro technician hired to do a display at a wedding on Leonard Road directly across from a fire department and needs the Board's approval on the Fireworks Display Site Signatures form (**Exhibit 2**) since they sent out a press release stating no fireworks displays in unprotected areas in Josephine County.

Commissioner Hare made a motion to approve the application for a limited fireworks display, seconded by Commissioner Heck. Upon roll call vote, motion passed 3-0; Commissioner Hare – yes, Commissioner Heck – yes, and Commissioner Walker – yes.

Commissioner Hare announced Robert Rice, Building Safety Director, has tendered his resignation effective June 30, 2016. He suggested advertising for the position immediately and the Board agreed. The Board discussed the difficulties in filling the position since Robert is the Director and a certified inspector. Commissioner Hare advised in several counties Building and Safety is under the Planning Director. Commissioner Walker said she would talk with Julie Schmelzer, Community Development Director, to see if she has experience with Building and Safety.

**B. Liaison Update**

Nothing reported.

**C. Miscellaneous Items**

Nothing reported.

Meeting adjourned at 10:23 a.m.

**EXHIBITS:**

**Exhibit 1 – June 2, 2016 Quarterly Report**

**Exhibit 2 – Fireworks Display Site Signatures**

EXHIBIT 1  
ADM 114  
6/2/16

# June 2<sup>nd</sup> 2016 Quarterly Report

OREGON DEPARTMENT OF CORRECTIONS Outcome Measures for JOSEPHINE County HIGH and MEDIUM Caseload Only								
	On May 25, 2016		Closures November 25, 2015 to May 25, 2016				Admissions 2012/2ND Half	
	EMPLOYMENT	TREATMENT	RESTITUTION	COMMUNITY SERVICE	POSITIVE CASE CLOSURES		RECIDIVISM	
					Post-Prison	Probation	Post-Prison	Probation
Location	Hi-Med	Hi-Med	Hi-Med	Hi-Med	Hi-Med	Hi-Med	Hi-Med	Hi-Med
Statewide	41%	29%	18%	45%	60%	43%	40.3%	37.4%
JOSEPHINE								

Snapshot This Quarter 2016

Location	Hi-Med							
Statewide	39%	29%	16%	44%	62%	40%	41.50%	35.40%
JOSEPHINE								

Snapshot End of Last quarter

## PO/Field Services Contacts this quarter (March 1- through May 25th)

Population: 947 Offenders on formal supervision (snapshot May 25<sup>th</sup>)

- Office or other face to face interviews w/offender: 4,588
- Offender Home visits: 1,046
- Field/Employment visits: 72
- Arrests/Sanctions: 298
- Jail visits after arrest with offender: 102
- Other offender contacts (phone, email, etc...): 12,040
- Other collateral contacts (non-offender): 6,492

**Work Crew:** Averaged 14 workers per day. 979 accumulative daily worker count (February, March, April)

**Home Detention:** 106 people for 893 total home detention days (March 1 thru May 25<sup>th</sup>)

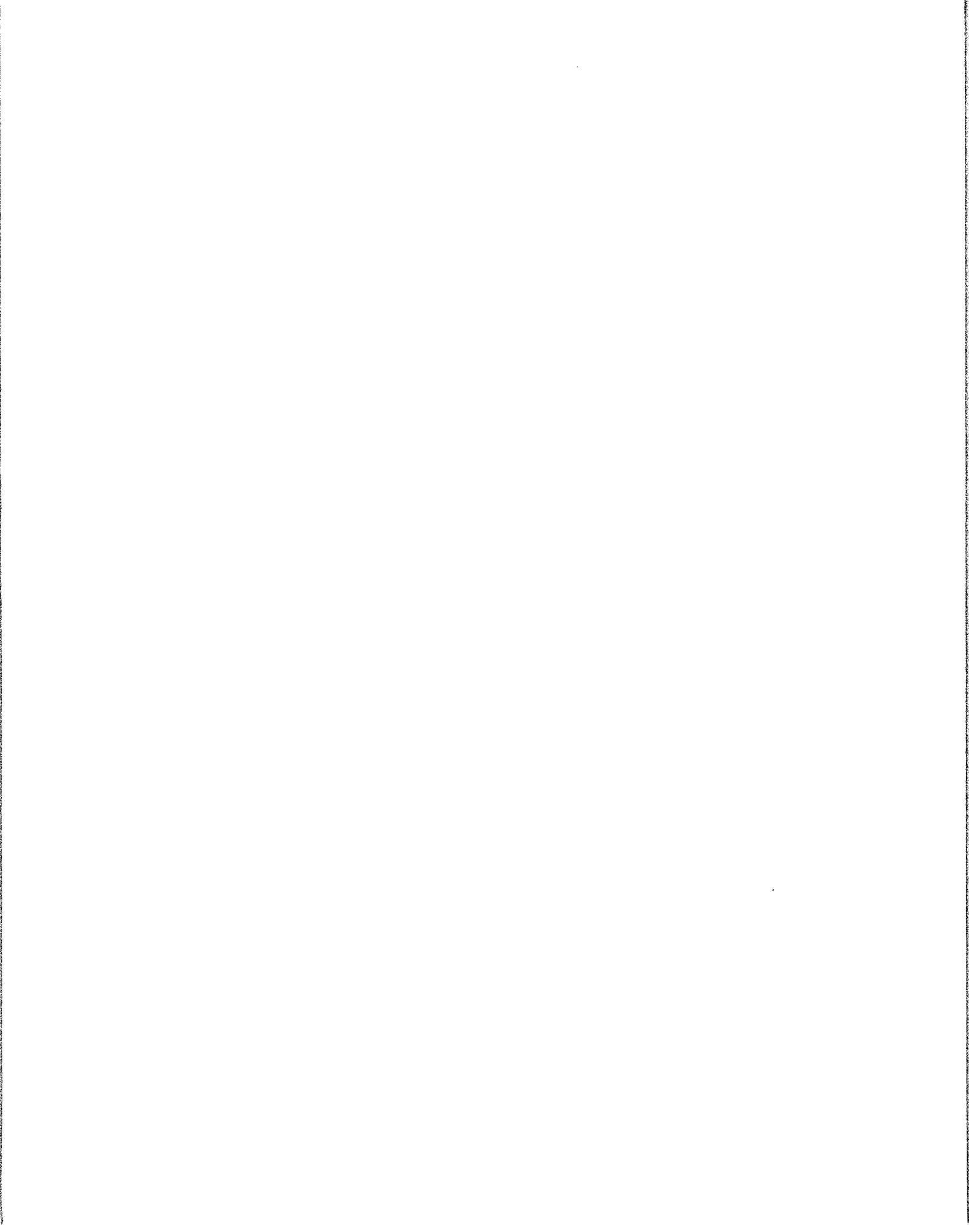
**Outpatient A/D Treatment:** Population snapshot (80 at the end of May)

- New enrollments: 59 for quarter
- Unsuccessful discharge: 12 for the quarter
- Successful discharge: 9 for the quarter

**Secure A/D Treatment in the jail:** Served 24 people with average stay of 26 days ranging from 4 to 44.

**ADES Assessments:** 62 completed (March through May 25<sup>th</sup>)

**Transitional Housing:** Provided housing for 60 offender beds this quarter (20 in March, 21 in April, 19 in May)



**OREGON DEPARTMENT OF CORRECTIONS  
 RECIDIVISM OF NEW PAROLEES AND PROBATIONERS  
 Josephine - Updated: November 2, 2015**

Cohort	PAROLE-PPS			PROBATION		
	Cumulative Percent Convicted of Any Felony After First Release to Parole-PPS			Cumulative Percent Convicted of Any Felony After First Sentence to Felony Probation		
	12	24	36	12	24	36
	Percent convicted in ...months			Percent convicted in ...months		
2nd/10	14.8	22.0	31.1	14.0	23.2	29.8
1st/11	11.1	21.4	31.4	15.5	23.2	25.7
2nd/11	12.8	17.4	24.2	13.1	16.5	22.1
1st/12	6.6	24.6	27.4	7.8	14.0	20.7
2nd/12	9.3	23.9		10.2	17.6	
1st/13	7.1	19.3		9.4	15.5	
2nd/13	16.8			22.0		
1st/14	19.4			24.4		

# FIREWORKS DISPLAY SITE SIGNATURES

## FIRE AUTHORITY AND LAW ENFORCEMENT SIGNATURES FOR DISPLAY SITE

Fire Authority		Law Enforcement		
Dept. Name <u>Josephine County BOC</u>		Dept. Name _____		
Address <u>500 NW 6<sup>th</sup> St.</u>		Address _____		
City <u>Grants Pass, OR</u>	State <u>OR</u>	City _____	State _____	Zip Code _____
Phone# <u>541-474-5221</u>	FAX# _____	Phone# _____	FAX# _____	
E-Mail <u>boc@co.josephine.or.us</u>		E-Mail _____		
Authorized Signature <u>Cheryl Walker</u>		Authorized Signature _____		
Print Name <u>Cheryl Walker</u>		Print Name _____		
Site Inspection Conducted <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Date <u>6-2-16</u>		Site Inspection Conducted <input type="checkbox"/> Yes <input type="checkbox"/> No Date _____		
GIS Map Review <u>Cheryl Walker</u>		Inspector Signature _____		

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# FIREWORKS STORAGE SITE INFORMATION AND SIGNATURES

## FIREWORKS STORAGE ADDRESS PRIOR TO THE DISPLAY

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Storage Facility Magazine Type \_\_\_\_\_ List all Dates Fireworks will be at Storage Address \_\_\_\_\_

**NOTE:** If fireworks are delivered direct to the display site, indicate the date they will be delivered \_\_\_\_\_

## FIRE AUTHORITY SIGNATURE FOR STORAGE LOCATION

Dept. Name \_\_\_\_\_

Address \_\_\_\_\_

Street or PO Box \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone# \_\_\_\_\_ FAX# \_\_\_\_\_ E-Mail \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Print Name \_\_\_\_\_

Site Inspection Conducted  Yes  No Date \_\_\_\_\_ Inspector Signature \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**MARKED**  
**PAID**  
**APR 27 2016**  
**APR 29 2016**

**APPLICATION FOR LIMITED 1.4G FIREWORKS DISPLAY PERMIT**

**OFFICE OF STATE FIRE MARSHAL  
 OREGON STATE POLICE**

(503) 934-8274  
 Fax: (503) 934-8288

Fee: \$100 0231  
 OSFM OFFICE USE ONLY

**MAIL CHECKS AND APPLICATIONS TO:**

Office of State Fire Marshal  
 License & Permits Branch  
 P.O. Box 4395 Unit 09  
 Portland OR 97208-4395

**State Fire Marshal**

**RESPONSE TO:**  
 Office of State Fire Marshal  
 License & Permits Branch  
 4760 Portland Road NE  
 Salem OR 97305-1760

**IMPORTANT: COMPLETED APPLICATION AND FEE MUST BE RECEIVED BY THE STATE FIRE MARSHAL 15 DAYS PRIOR TO THE DATE OF THE PROPOSED DISPLAY.** See OAR 837-12-700 through 837-12-845 for complete requirements. Please print except as noted. A separate permit will be issued and returned to the applicant by the State Fire Marshal.

APPLICANT SPONSOR NAME JAMES LOWE

ADDRESS 7170 Leonard Rd Grant Pass OR 97527  
Street Address City State Zip Code

BUSINESS PHONE #. 541-660-5035 HOME PHONE #. \_\_\_\_\_ FAX #. \_\_\_\_\_ E-MAIL \_\_\_\_\_

NAME OF PERSON COMPLETING APPLICATION David Spink DAVE J SPOOK  
Signature Printed

ADDRESS 3580 Redwood Ave Grant Pass OR 97527  
Street Address City State Zip Code

BUSINESS PHONE #. 541-218-3995 HOME PHONE #. same FAX #. — E-MAIL davidspook@comcast.net

DATE OF DISPLAY July 2nd 2016 TIME OF DISPLAY 10:00 am

DISPLAY ADDRESS 3130 Leonard Rd Grant Pass OR 97527  
Street Address City State Zip Code

LIMITED FIREWORKS		NAME OF WHOLESALER: <u>Westfern</u>			
Type of Fireworks	Carton Quantity	Type of Fireworks	Carton Quantity	Type of Fireworks	Carton Quantity
<u>All new large N</u>	<u>541 023phy</u>	<u>CAKES, 4oz each thru</u>	<u>pkg</u>		
<u>8-145270-149317</u>	<u>16-1</u>	<u>8-145270-158517</u>	<u>6-1</u>	<u>CHAUVET</u>	<u>2-1</u>
<u>Touch Yell</u>	<u>16-1</u>	<u>8-145270-158814</u>	<u>4-1</u>	<u>8-145270-157411</u>	<u>4-1</u>
<u>8-145270-15026</u>	<u>12-1</u>	<u>8-145270-152010</u>	<u>4-1</u>		
<u>8-14527-20014-6</u>	<u>12-1</u>	<u>8-052531-718514</u>	<u>4-1</u>		

**OPERATOR AND ASSISTANT INFORMATION**

DISPLAY OPERATOR

NAME DAVE SPOOK 4-1-18 PHONE 541-218-3995 AGE 53

ADDRESS 3580 Redwood Ave Grant Pass OR 97527  
Street Address City State Zip Code

CERTIFICATION NO. 0300

OPERATOR ASSISTANT (Minimum of one assistant is required for each display)

NAME Jessica Spook PHONE 541-218-1543 AGE 20

ADDRESS 3580 Redwood Ave Grant Pass OR 97527  
Street Address City State Zip Code