MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS’ BOARD
MEETING - Wednesday, August 3, 2011
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WORKSHOP

COMMISSIONERS PRESENT: Charles J. Hurliman, Chair
Tim Josi, Vice Chair

COMMISSIONER ABSENT: Mark Labhart, Commissioner (vacation)

STAFF PRESENT: Sue Becraft, Board Assistant

STAFF PRESENT FOR PORTIONS OF THE MEETING: Marlene Putman, Commission on Children and Families Director and Health Department Administrator; Chris Chiola, Interim Director, Community Development; Deb Clark, Accounting Deputy; Dan Krein, Director, Juvenile Services; Karen Dye, Treasurer and Tassi O’Neil, Clerk.

GUESTS: John Gettman, Gary Albright and Leslie Pittman.

CALL TO ORDER: By Chair Hurliman at 8:30 am in Commissioners’ Meeting Room B.

ITEM NO. 1: WELCOME & REQUEST TO SIGN GUEST LIST: Chair Hurliman welcomed everyone and reminded them to sign the guest list.

ITEM NO. 2: PUBLIC COMMENTS – NON-AGENDA ITEMS: There were none at this time.

ITEM NO. 8: TAKEN OUT OF ORDER: DISCUSSION CONCERNING 2011-2013 INTERGOVERNMENTAL AGREEMENT #135577 WITH THE OREGON HEALTH AUTHORITY FOR THE FINANCING OF PUBLIC HEALTH SERVICES: Marlene Putman said this is our bi-annual agreement that includes all the grants that come through the Oregon Health Authority to finance our public health services, which she described. The agreement has been reviewed and approved by County Counsel.

This item will be carried forward to the 10:00 am meeting. Vice Chair Josi will carry the item.

ITEM NO. 3: DISCUSSION CONCERNING AN ORDER APPOINTING BRITT MADISON AND PAT VINING AS MEMBERS AND VAL FOLKEMA, NATHAN SEABLE AND ROBERT BRADLEY AS EX-OFFICIO MEMBERS OF THE TRASK RIVER ADVISORY COMMITTEE: Leslie Pittman, Committee Secretary, read the committee’s mission statement and described the committee’s purpose.

This item will be carried forward to the 10:00 am meeting.
ITEM NO. 4: DISCUSSION CONCERNING AMENDING PIONEER MUSEUM LEASE AGREEMENT #3776: Gary Albright said he came to the Board in February to request permission to replace the roof and to come back to ask, when the project was completed, for an amendment to the lease. The lease can be terminated by either party by giving a five year notice. He asked that it be changed to ten years. They cannot move everything out of the building in a five-year period. The roof is good for 50 years.

Chair Hurliman said it would be good to leave the agreement as is. The museum comes before the budget committee every year and we have working relationship that the committee needs to be reminded of annually.

Chair Hurliman and Vice Chair Josi agreed that ten years is reasonable.

This item will be carried forward to the 10:00 am meeting. Chair Hurliman expressed appreciation for Gary and Carla Albright’s work.

ITEM NO. 5: DISCUSSION CONCERNING CLERK’S OFFICE TO PROVIDE NOTARY SERVICE: Tassi O’Neil asked that her department be able to provide notary services. No one in the building is doing it for the public because of the lack of staff. They can charge Ten Dollars per notary and make some money for the county.

Chair Hurliman felt it would be great for them to do it. Karen Dye agreed. Dave Dickman verified that departments would not be charged for this service for internal documents.

The board agreed to approve it.

ITEM NO. 6: DISCUSSION CONCERNING PROFESSIONAL SERVICES AGREEMENT WITH LINCOLN COUNTY JUVENILE DEPARTMENT FOR JUVENILE SHELTER SERVICES: Dan Krein said we have a good and long standing relationship with Lincoln County. The Juvenile Department will establish a plan for diversion and take the lead since there will be no Commission on Children and Families next July. He described the facility and when we use the beds. They treat our kids like they are their kids.

This item will be carried forward to the 10:00 am meeting. Chair Hurliman will carry the item.

ITEM NO. 7: DISCUSSION CONCERNING AGREEMENT WITH TILLAMOOK COUNTY FAMILY COUNSELING CENTER TO PROVIDE A FACILITATOR FOR THE OPTIONS TO ANGER PROGRAM FOR THE TILLAMOOK COUNTY JUVENILE DEPARTMENT: Mr. Krein said we use the Tillamook County Family Counseling Center
(TFCC) as a vehicle to pay Jim Kesey to teach the class. The class will be opened up for kids that are referred by TFCC in addition to those being served by the Juvenile Department. This is another good symbiotic relationship.

This item will be carried forward to the 10:00 am meeting. Chair Hurliman will carry the item.

**ITEM NO. 9: DISCUSSION CONCERNING A NOTICE OF INTENT TO AWARD A CONTRACT FOR THE JAIL PHARMACY SERVICES TO DIAMOND PHARMACY SERVICES:** Chair Hurliman said we need to take a closer look at the bids and will not move this item forward today.

**ITEM NO. 10: HUMAN RESOURCES REPORT: a) UPDATE ON COMMUNITY DEVELOPMENT RECRUITMENT:** Mr. Dickman had a list of the candidates to interview, which he could not disclose in a public session. Twenty-two of the twenty-three applicants met or exceeded the minimum qualifications.

The board requested individual copies of the list. The board agreed with Mr. Dickman’s suggestion to hold the interviews at the TLC building in the planning department’s conference room.

Mr. Dickman said we have a request from the Citizen Planning Advisory Committee (CPAC) chairman’s group to participate in the interviews. This was discussed at the Leadership Team Meeting on Monday and he voiced his opposition to the request. An alternative would be that the CPAC group could sit with the department heads and managers at their meeting and provide their input. Chair Josi asked why he did not include the group for the face-to-face interview with the board. Mr. Dickman’s opinion is that CPACs may be too political for a process to select a department head who is not supposed to be political. But it is a decision for the board to make.

Vice Chair Josi said he felt it would be wrong to have all of the CPAC chairs there but it would be fine if they selected one of their group to do the interviews. Chair Hurliman said he would not like to treat them differently than any other group and they would have to include other groups. Vice Chair Josi suggested inviting one person. Chair Hurliman was not inclined to invite one person.

Mr. Dickman said it appeared the board was divided on this and there is a third commissioner to weigh in.

Vice Chair Josi said that in the response to them it would be important to reflect that the board’s view was mixed. Mr. Dickman said he did not know to whom to send the response. Chris Chiola said they know who to respond to but would prefer the
response come from the board or human resources. Mr. Dickman said he thought not having them would be a good outcome and he will indicate the differentiation of opinion on the part of the board in his response.

**OTHER:** Mr. Dickman said the County Assessor position announcement is in section A of the newspaper as a display ad and on our webpage.

Mr. Dickman said we are using the application that is required from the Department of Revenue to be a registered assessor and elected official, but we will receive the applications. He arranged with Tassi O'Neil to give him the applications when they come from the Department of Revenue. They will be ready for an agenda item on the last meeting date in August.

**ITEM NO. 11: DISCUSSION CONCERNING AN ORDER APPOINTING DEBBIE CLARK TO FILL A VACANCY IN THE POSITION OF COUNTY TREASURER:** Chair Hurliman felt this is a good idea. Ms. Dye agreed.

Ms. O'Neil pointed out the order was missing the requirements of being a US citizen and an elector (registered voter). Chair Hurliman said we need to correct the order. Ms. Dye noted it did not cite the statute.

Mr. Dickman said he has had questions from employees that are likening the appointment of the treasurer and assessor. His answer has been that it is within the board's discretion to appoint a person or to conduct a search for a replacement.

Ms. Dye said her response has been that there is an individual who is qualified and willing to be appointed and we don't have time for a lengthy process because of a lot of technicalities and fiduciary requirements. She has not had any indication that there is anyone else from county government who is interested in the position or who would rise to the level of qualification above Ms. Clark.

Chair Hurliman said we will get some push back but we have a good individual and he is happy with it.

Mr. Dickman said it is important that the board prepare an order to appoint a new budget officer and director of finance for the county because the treasurer is not automatically those things. Ms. Dye, Ms. Clark and Chair Hurliman agreed. Ms. Dye said there has never been any distinction or formal appointment of the finance director but according to budget law a budget officer has to be appointed.
Mr. Dickman recommended that the board define the functions that come under the treasurer’s purview and those that come under the finance officer’s purview. He described the functions of the treasurer.

This item will be carried forward to the 10:00 am meeting. Chair Hurliman said at a future meeting they will have orders for the finance and budget officer.

**ITEM NO. 12: COMMUNITY DEVELOPMENT REPORT: a) PERMIT REPORT, b) SANITATION REPORT and c) SHORT TERM RENTAL REPORT:** Mr. Chiola said sanitation is smoking hot right now with a lot of permits coming in. They took in Six Thousand Dollars for sanitation permits last week. There is a lot of reconstruction and one new permit.

Chair Hurliman asked about the stop work orders. Mr. Chiola said Mr. Wakefield is out. Mr. Brogden told him he did not know what the stop work orders were for last week, but they have been resolved. He posted one this week for a minor issue which has been resolved.

Mr. Chiola said Mr. Wakefield and Ms. Bettis have been working with Bill Sargent on a report to bring to the board about the short term rentals.

**UNSCHEDULED:** Mr. Chiola asked for some guidance on an issue at the Port of Tillamook Bay. They are working through issues to get the city sewer to a development at the port. The city and county need to amend their urban growth management agreement and in order to meet timelines, the city is requesting a joint hearing with the county on October 17. He told the city he would ask the board what they want to do.

Chair Hurliman said he would really like to stall for about two months until we have a new director, but did not see any issue with a joint meeting. Mr. Chiola said they will be working on the draft revisions in the interim and assumed we will have a new director by then.

In response to Vice Chair Josi, Commissioner Hurliman said he would like the new director to review it. We might be able to do it by then but he did not want to make a commitment at this time. Vice Chair Josi suggested scheduling it contingent upon review by our new director. Mr. Chiola said we could stall on the front end but was concerned about stalling on the back end.

After some discussion Mr. Dickman urged the board to think about not delaying the hearing. If he was the new director on Oct 1 he would be concerned about the slow action on part of the county and would turn to staff for advice on how to handle it.
Mr. Chiola said the issues are more with the city’s urban growth management and their comprehensive plan. He felt their goal exceptions reduce the county’s role in decision-making. Goal 11 and 14 allow for the extension of services, but it is just a matter of getting their growth plans up to speed. We don’t have to make any decisions until the new director is firmly planted. Their goal is to get everything done with these agreements by November.

Chair Hurliman said he was okay with that. He asked why they aren’t using the current sewage system. Mr. Chiola said he hasn’t seen any cost estimates of getting city services out to the port but to upgrade the system at Port will take Ten to Fifteen Million Dollars. It is an older system that could not handle the flow. They are talking about a Six Million Dollar project.

The board’s consensus was to move forward with the October 17th joint hearing.

**ITEM NO. 13: DISCUSSION CONCERNING AN ORDER DECLARING THE 4-H ANIMAL BARN AT THE TILLAMOOK COUNTY FAIRGROUNDS AS SURPLUS PROPERTY:** This item will be carried forward to the 10:00 am meeting.

**ITEM NO. 14: DISCUSSION CONCERNING CHANGE ORDER #3 TO CONTRACT FOR GENERAL SERVICES #4011 WITH DETEMPLE COMPANY, INC. FOR REPAIR AND MAINTENANCE OF HVAC SYSTEMS AND BOILERS FOR TILLAMOOK COUNTY FACILITIES:** Chair Hurliman said this continues the contract through FY 11-12. This item will be carried forward to the 10:00 am meeting.

**ITEM NO. 15: DISCUSSION CONCERNING REQUEST FOR THE CONTRACT OFFICER TO SIGN CHANGE ORDER #2 TO THE CONTRACT FOR GENERAL SERVICES WITH PACIFIC OFFICE AUTOMATION FOR THE ALL COUNTY DEPARTMENT COPY MACHINE MAINTENANCE PROJECT:** Chair Hurliman said this continues the contract through FY 2011-2012. This item will be carried forward to the 10:00 am meeting.

**ITEM NO. 16: STAFF REPORT: a) SUGGESTION BOX:** Ms. Becraft said there were no suggestions.

Ms. Becraft updated the board on the recruitment for the Tillamook County Board of Appeals for the Abatement of Dangerous Buildings Committee.

Ms. Becraft updated the board on the recruitment for the Tillamook County Parks and Recreation Committee. Board consensus was to extend the application deadline by three weeks.
ITEM NO. 17: PUBLIC COMMENTS: There were none at this time.

There being no further business Chair Hurliman adjourned the meeting at 9:20 am.

MEETING

COMMISSIONERS PRESENT: Charles J. Hurliman, Chair
Tim Josi, Vice-Chair

COMMISSIONER ABSENT: Mark Labhart, Commissioner (vacation)

STAFF PRESENT: Sue Becraft, Board Assistant
William K. Sargent, County Counsel

STAFF PRESENT FOR PORTIONS OF THE MEETING: Debbie Clark, Accounting Manager and Tassi O'Neil.

GUESTS: Leslie Pittman, Gary Albright, Andy Neal, Rita Hogan, Darci Dean, Linda Kozlowski and John Gettman.

CALL TO ORDER: By Chair Hurliman at 10:01 am. in Commissioners' Meeting Room A.

ITEM NO. 1: WELCOME & REQUEST TO SIGN GUEST LIST: Chair Hurliman welcomed everyone and reminded them to sign the guest list.

ITEM NO. 2: PUBLIC COMMENTS – NON-AGENDA ITEMS: There were none at this time.

ITEM NO. 3: "SOMETHING TO CROW ABOUT" AT THE TILLAMOOK COUNTY FAIR: Andy Neal and Rita Hogan were present. Mr. Neal said the Fair opens Aug 10 and runs through the 13th. He described the entertainment on stage and in the courtyard. He described the Huckleberry Health Fair and listed ticket, parking and all you can ride coupon prices. They have expanded the carnival rides, which he described. With the new and improved horse barns they can house over 200 horses. This is the Pig and Ford races 87th year. There are some new food booths. All the booth spaces and exhibits are full. Due to Ann Parks' generosity they were able to increase the premiums this year.

Vice-Chair Josi thanked Mr. Neal and the Fair Board. Mr. Neal recognized the five Fair Board members and thanked the hundreds of volunteers who are involved. Mr. Neal
said our Fair was named one of the top ten county fairs in the United States and designated a blue ribbon county fair. That contributed to the theme “Something to Crow About”.

Chair Hurliman recognized Mr. Neal’s contributions.

ITEM NO. 4: EMERGENCY VOLUNTEER CORPS ANNUAL REPORT: Linda Kozlowski said the Solid Waste Advisory Committee (SWAC) will be at the Fair to promote recycling.

Ms. Kozlowski provided some background on the group. The Corps is focused on disaster mitigation, which means community education, community preparedness and infrastructure that will allow them to respond during an emergency. One goal is to develop a seamless communication structure and she described some of their accomplishments in this area. Their goal for this year is to work on developing self-sufficiency. Ms. Kozlowski recognized the community volunteers and the county’s support. This year their focus will be to reach out to the Hispanic community.

Ms. Kozlowski referred to the report (see attached). She talked about the March 11th Tsunami drill and read the Neah-Kah-Nie High School principal’s quote on the Teen CERT class for the record. She talked about the Hispanic community outreach program to translate all the information they distribute to the public into Spanish. The state does not have funds to translate their flyer called “On Shaky Ground” so they are working with them to do that.

Ms. Kozlowski expressed appreciation for the county’s support and said they have a great partnership. She handed out a flyer for people to put on their refrigerators about what to do during distant and local earthquakes and tsunamis.

Chair Hurliman thanked Ms. Kozlowski for all her energy and efforts especially in training for the young people. Vice-Chair Josi thanked her for the great job she is doing. He likened her to a spark plug that has gotten things going in North County and that her efforts are being spread throughout the county.

ITEM NO. 5: CONSIDERATION OF AN ORDER APPOINTING BRITT MADISON AND PAT VINING AS MEMBERS AND VAL FOLKEMA, NATHAN SEABLE AND ROBERT BRADLEY AS EX-OFFICIO MEMBERS OF THE TRASK RIVER ADVISORY COMMITTEE: Chair Hurliman said Ms. Pittman is another spark plug and thanked her for putting the group together.

Ms. Pittman said she is the secretary for the committee and described the purpose of the committee. In March 2011 the board approved the Trask River stewardship model,
which she described. She described the signage project, partnerships with various agencies to supply additional porta potties, yearly clean-ups and a forum for any conflict resolution that may arise. Dale Buck and she are working with the Road Department on some of the regulations regarding the signage.

Ms. Pittman requested the Board to appoint the committee members that were recommended.

Vice-Chair Josi thanked Ron Byers and Dennis Callegari, who have retired from the committee, for their service. The committee serves as a model to get out in front of the problems with our rivers and hopefully negate the whole impetus for creating navigability status for some of our rivers. He said creating the status does not solve the problems.

Ms. Pittman said the navigability studies were supposed to solve the problems but it has created more conflicts. This pilot project should be an alternative approach. She thanked the commissioners, volunteers and partner agencies for their support.

Vice-Chair Josi moved for approval of Order #11-058 in the matter of the appointment of members and ex-officio members to the Trask River Advisory Committee. Chair Hurliman seconded the motion. The motion carried with two aye votes. The commissioners signed the order.

ITEM NO. 6: CONSIDERATION OF AN ORDER APPOINTING DEBBIE CLARK TO FILL A VACANCY IN THE POSITION OF COUNTY TREASURER: Ms. Dye said she will retire on August 31, stating that Debbie Clark has worked with her for 11 years and will do a fabulous job serving the people of the county.

Ms. Clark thanked the board for the opportunity to serve the county and Karen Dye for mentoring her and being a great friend. She thanked staff and her daughter Darci Dean for being present. Ms. Clark said she is committed to continue to build on the firm foundation that Ms. Dye has established.

Vice Chair Josi said Ms. Clark will be a peer and that her job will be to give the board solicited and unsolicited advice. He said this is a key job and the board is fortunate to have her willing to step in. He thanked Ms. Dye for teaching him budgeting practices and for her friendship. He described the practices that she has enacted that have allowed the county to stay above water. She will be missed.

Chair Hurliman thanked Ms. Clark for staying with the county and her willingness to step into the role.
Bill Sargent said the order would be modified to add the qualifications for the office that Ms. O'Neil pointed out in the morning meeting discussion.

A motion was made by Vice Chair Josi to approve and sign Order #11-059 appointing Debbie Clark to fill a vacancy in the position of County Treasurer as amended. The motion was seconded by Chair Hurliman. The motion carried with two aye votes. The commissioners signed the order.

ITEM NO. 7: CONSIDERATION OF AN ORDER DECLARING THE 4-H ANIMAL BARN AT THE TILLAMOOK COUNTY FAIRGROUNDS AS SURPLUS PROPERTY: A motion was made by Vice Chair Josi to approve and sign Order #11-060 declaring the 4-H animal barn at the Tillamook County Fairgrounds as surplus property. The motion was seconded by Chair Hurliman. The motion carried with two aye votes. The commissioners signed the order.

ITEM NO. 8: CONSIDERATION OF PROFESSIONAL SERVICES AGREEMENT WITH LINCOLN COUNTY JUVENILE DEPARTMENT FOR JUVENILE SHELTER SERVICES: Vice Chair Josi said this renews an on-going agreement to shelter youth.

A motion was made by Vice Chair Josi to approve and sign the Professional Services Agreement with Lincoln County Juvenile Department for juvenile shelter service. The motion was seconded by Chair Hurliman. The motion carried with two aye votes. The chair signed the agreement.

ITEM NO. 9: CONSIDERATION OF AGREEMENT WITH TILLAMOOK COUNTY FAMILY COUNSELING CENTER TO PROVIDE A FACILITATOR FOR THE OPTIONS TO ANGER PROGRAM FOR THE TILLAMOOK COUNTY JUVENILE DEPARTMENT: Chair Hurliman said this is an ongoing program and that the Juvenile Department and the Tillamook County Family Counseling have a good partnership.

A motion was made by Vice Chair Josi to approve and sign the agreement with Tillamook County Family Counseling Center to provide a facilitator for the Options to Anger Program for the Tillamook County Juvenile Department. The motion carried with two aye votes. The commissioners signed the agreement.

ITEM NO. 10: CONSIDERATION OF 2011-2013 INTERGOVERNMENTAL AGREEMENT #135577 WITH THE OREGON HEALTH AUTHORITY FOR THE FINANCING OF PUBLIC HEALTH SERVICES: Vice Chair Josi Tim said this is for all of the services that the Health Department provides that are financed by the State of Oregon.
A motion was made by Vice Chair Josi to approve and sign the 2011-2013 intergovernmental agreement 135577 with the Oregon Health Authority for the financing of public health services. The motion was seconded by Chair Hurliman. The motion carried with two aye votes. The chair signed the agreement.

**ITEM NO. 11: CONSIDERATION OF A NOTICE OF INTENT TO AWARD A CONTRACT FOR THE JAIL PHARMACY SERVICES TO DIAMOND PHARMACY SERVICES:** Chair Hurliman said this item was removed from the agenda because more preparatory work needs to be done.

**ITEM NO. 12: CONSIDERATION OF CHANGE ORDER #3 TO CONTRACT FOR GENERAL SERVICES #4011 WITH DETEMPLE COMPANY, INC. FOR REPAIR AND MAINTENANCE OF HVAC SYSTEMS AND BOILERS FOR TILLAMOOK COUNTY FACILITIES:** Charles Hurliman said this extends their contract for another year.

A motion was made by Vice Chair Josi to approve and sign change order #3 to the contract for general services #4011 with DeTemple Company, Inc. for repair and maintenance of the HVAC systems and boilers for Tillamook County facilities. The motion was seconded by Chair Hurliman. The motion carried with two aye votes. The commissioners signed the change order.

**ITEM NO. 13: CONSIDERATION OF REQUEST FOR THE CONTRACT OFFICER TO SIGN CHANGE ORDER #2 TO THE CONTRACT FOR GENERAL SERVICES WITH PACIFIC OFFICE AUTOMATION FOR THE ALL COUNTY DEPARTMENT COPY MACHINE MAINTENANCE PROJECT:** Charles Hurliman said this extends the contract, which he described.

A motion was made by Vice Chair Josi to approve and sign change order #2 to the contract for general services with Pacific Office Automation for the all county department copy machine maintenance project. The motion was seconded by Chair Hurliman. The motion carried with two aye votes. The commissioners signed the change order.

**ITEM NO. 15: PUBLIC COMMENTS:** Gary Albright said the project to replace the Tillamook County Pioneer Museum’s roof is complete. To follow up his request in February he was asking the board to consider extending the provision for a five-year notice to terminate the lease to ten years. Five years is not enough time for them to move out.

The board said Mr. Albright should work with Paul Levesque to amend the lease to bring back for their approval.
Vice Chair Josi said the roof looks great and he is very pleased. Mr. Albright said now they can store things in the attic.

**ITEM NO. 14: BOARD CONCERNS – NON-AGENDA ITEMS & ANNOUNCEMENTS:**

Chair Hurliman read the board announcements.

Chair Hurliman recessed the meeting at 10:43 am. for an executive session pursuant to ORS 192.660(1)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Chair Hurliman reconvened the meeting at 11:01 am. Chair Hurliman said no decisions were made in the executive session.

There being no further business Chair Hurliman adjourned the meeting at 11:02 am.

**RESPECTFULLY SUBMITTED** this 3rd day of October, 2011.

County Clerk: Tassi O’Neil

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APPROVED BY:

Chair

Vice-Chair

Commissioner
NOTICE OF BOARD WORKSHOP AND BOARD MEETING
of the
TILLAMOOK COUNTY BOARD OF COMMISSIONERS
Also sitting as the Board of the
SOLID WASTE SERVICE DISTRICT,
THE 4-H AND EXTENSION SERVICE DISTRICT
AND COUNTY ROAD DISTRICT
to be held

Wednesday, August 3, 2011
Workshop at 8:30 a.m.
Commissioners' Meeting Room B
County Courthouse, 201 Laurel Avenue, Tillamook, Oregon

Board Meeting at 10:00 a.m.
Commissioners' Meeting Room A
County Courthouse, 201 Laurel Avenue, Tillamook, Oregon

BOARD OF COMMISSIONERS

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COUNTY WEBSITE: http://www.co.tillamook.or.us

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Friday – 1:00 p.m.       Saturday – 3:30 a.m.       Sunday – 7:00 p.m.
Monday – 7:00 p.m.       Tuesday – 10:00 p.m.      Wednesday – 7:00 a.m.
Thursday – 9:30 a.m.

NOTE: The Board of Commissioners reserves the right to recess to Executive Session as may be required at any time during this meeting, pursuant to ORS 192.660(1).

NOTE: The Tillamook County Courthouse is accessible to persons with disabilities. If special accommodations are needed for persons with hearing, visual or manual impairments who wish to participate in the meeting, please contact (503) 842-3403 at least 24 hours prior to the meeting so that the appropriate communications assistance can be arranged.
AGENDA

WORKSHOP

CALL TO ORDER: Wednesday, August 3, 2011 8:30 a.m.

1. Welcome & Request to Sign Guest List

2. Public Comment – Non-Agenda Items

3. Discussion Concerning an Order Appointing Britt Madison and Pat Vining as Members and Val Folkema, Nathan Seable and Robert Bradley as Ex-Officio Members of the Trask River Advisory Committee/Leslie Pittman

4. Discussion Concerning Amending Pioneer Museum Lease Agreement #3776/Gary Albright

5. Discussion Concerning Clerk’s Office to Provide Notary Service/Tassi O’Neil

6. Discussion Concerning Professional Services Agreement with Lincoln County Juvenile Department for Juvenile Shelter Services/Dan Krein

7. Discussion Concerning Agreement with Tillamook County Family Counseling Center to Provide a Facilitator for the Options to Anger Program for the Tillamook County Juvenile Department/Dan Krein

8. Discussion Concerning 2011-2013 Intergovernmental Agreement #135577 with the Oregon Health Authority for the Financing of Public Health Services/Marlene Putman

9. Discussion Concerning a Notice of Intent to Award a Contract for the Jail Pharmacy Services to Diamond Pharmacy Services/Jana McCandless

10. Human Resources Report/Dave Dickman
   a. Update on Community Development Recruitment

11. Discussion Concerning an Order Appointing Debbie Clark to Fill a Vacancy in the Position of County Treasurer/Charles Hurliman

12. Community Development Report/Chris Chiola
   a. Permit Report
   b. Sanitation Report
   c. Short Term Rental Report

13. Discussion Concerning an Order Declaring the 4-H Animal Barn at the Tillamook County Fairgrounds as Surplus Property/Charles Hurliman

14. Discussion Concerning Change Order #3 to Contract for General Services #4011 with DeTemple Company, Inc. for Repair and Maintenance of HVAC Systems and Boilers for Tillamook County Facilities/Charles Hurliman

15. Discussion Concerning Request for the Contract Officer to Sign Change Order #2 to the Contract for General Services with Pacific Office Automation for the All County Department Copy Machine Maintenance Project/Charles Hurliman
MEETING

CALL TO ORDER: Wednesday, August 3, 2011 10:00 a.m.

1. Welcome & Request to Sign Guest List
2. Public Comment – Non-Agenda Items

CONSENT CALENDAR

3. "Something to Crow About" at the Tillamook County Fair/Andy Neal, Rita Hogan
4. Emergency Volunteer Corps Annual Report/Linda Kozlowski

LEGISLATIVE – ADMINISTRATIVE

5. Consideration of an Order Appointing Britt Madison and Pat Vining as Members and Val Folkema, Nathan Seable and Robert Bradley as Ex-Officio Members of the Trask River Advisory Committee/Leslie Pittman
6. Consideration of an Order Appointing Debbie Clark to Fill a Vacancy in the Position of County Treasurer/Charles Hurliman
7. Consideration of an Order Declaring the 4-H Animal Barn at the Tillamook County Fairgrounds as Surplus Property/Charles Hurliman
8. Consideration of Professional Services Agreement with Lincoln County Juvenile Department for Juvenile Shelter Services/Dan Krein
9. Consideration of Agreement with Tillamook County Family Counseling Center to Provide a Facilitator for the Options to Anger Program for the Tillamook County Juvenile Department/Dan Krein
10. Consideration of 2011-2013 Intergovernmental Agreement #135577 with the Oregon Health Authority for the Financing of Public Health Services/Marlene Putman
11. Consideration of a Notice of Intent to Award a Contract for the Jail Pharmacy Services to Diamond Pharmacy Services/Jana McCandless
12. Consideration of Change Order #3 to Contract for General Services #4011 with DeTemple Company, Inc. for Repair and Maintenance of HVAC Systems and Boilers for Tillamook County Facilities/Charles Hurliman
13. Consideration of Request for the Contract Officer to Sign Change Order #2 to the Contract for General Services with Pacific Office Automation for the All County Department Copy Machine Maintenance Project/Charles Hurliman

14. Board Concerns – Non-Agenda Items & Announcements

15. Public Comments

ADJOURN

BOARD MEETINGS AND ANNOUNCEMENTS

The Commissioners will not hold a workshop or board meeting on Wednesday, August 10, 2011 in order to participate in activities and events at the Tillamook County Fair.

The commissioners will hold a workshop on Monday, August 15, 2011 at 10:00 a.m. with John Upton to discuss Tillamook County’s Retirement Plan. The workshop will be held in the commissioners’ meeting room B of the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook.

The commissioners will hold an executive session pursuant to ORS 192.660 (2)(a) to conduct interviews for the community development director position on Tuesday, August 16, 2011 from 8:00 a.m. to 5:00 p.m. The executive session will be held in the commissioners’ conference room A in the courthouse, 201 Laurel Avenue, Tillamook. The executive session is not open to the public.
**BOARD OF COMMISSIONERS’ WORKSHOP**

**Wednesday, August 3, 2011**

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1 Short Term Rental Application was received; 3 Short Term Rental Permits Issued.

2 Rental Permits renewed. As of 07/22/11 - 544 Short Term Rental Permits have been approved since November 1, 2009.
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Promoting a Culture of Preparedness

“The Emergency Volunteer Corps of Nehalem Bay is a deeply committed core of like-minded volunteers that have forged a remarkable private-public coalition in three small coastal towns which is one of the most visionary, innovative, and organized local emergency preparedness groups in the United States.”

James Roddey, Earth Sciences Information Officer, Oregon Dept. of Geology and Mineral Industries

Born out of need for community and regional resilience, the Emergency Volunteer Corps of Nehalem Bay was formed in February 2008 following a storm that brought hurricane-force winds and flooding to the north Oregon coast, temporarily isolating our three small communities of Manzanita, Nehalem and Wheeler (total full-time population: 1,374).

Emergency Volunteer Corps of Nehalem Bay (EVC), a 501(c)(3), was started as an effort to train neighborhoods using Map Your Neighborhood. We have grown to a many-faceted organization that includes MYN, CERT, Red Cross, Emergency Web Site (www.emergency.nehalembay.org), Community Education, Medical Reserve Corps, Ham radio operators, and more.

Our goal is to actively promote community preparedness and personal responsibility.

Our objective is to provide the necessary information and tools to our entire region so that individuals will be able to take care of themselves during a disaster. Because of limited government resources and the likelihood that we will be isolated during and after a disaster, having an individual and/or small business plan is important. Self-sufficiency and trained community members prepared to respond are critical.

In order to accomplish this mission, the EVC has organized a team of leaders with specific skills related to emergency preparedness and has brought them together to foster communication, cross-functional & coordinated training exercises and drills, education and public outreach. (Please note attached organizational chart)

EVC teams all use the National Incident Response (NIMS) format established by FEMA so the coordination between the private citizen, three cities, the County and businesses is well organized and follows the appropriate chain of command.

We believe lives will be saved because of the thousands of hours put into the training by the EVC Board and volunteers. Once these programs are established, it doesn’t stop there. Continued training will help citizens learn to use FRS radios, reporting protocol, response patterns for assistance, personal home/away preparation, and practice drills helped iron out any problems.

When a disaster occurs EVC essentially goes away. We are simply a training organization. Response to emergencies comes under the Emergency Operations Center and the direction of the Incident Commander, following NIMS protocol. However, during an emergency, all the EVC’s hours of training and preparation will definitely pay off!!
Examples of some of our accomplishments this year:

- March 11th Tsunami Warning 35 CERTs showed up at 4:30 am with 30 minutes notice to support the efforts of the Fire Department and the Incident Commander. CERTs did traffic control and went door to door with the police. Our ARC volunteers manned the Shelter were we had over 100 individual 3 dogs, 2 cats and a bird! We learned a lot.

- Provided Rehabilitation Services to the Firefighters during a Burn-to-Learn exercise and hope to continue that practice. EVC, MRC and CERTs participated. CERT had done a focused training on how to provide needed rehabilitation services, as well as how to fill air tanks, in order to free up firefighters to fight fires.

- In January, EVC completed a coordinated drill/exercise with CERT, MYN, and MRC in coordination with our Emergency Operation Center to practice Emergency Communications when all normal means of communication are gone

- EVC won a national award for excellence in community preparedness awarded by the Western States Public Policy Council.

- A new program to teach teen CERTs at the local high school was completed with 20 graduates;
  
  Neah-Kah-Nie High School principal Heidi Buckmaster says:

  "The Teen CERT class we piloted this year was fantastic for so many reasons. To me the most important things we can teach are self-advocacy, social consciousness, creative problem solving, efficiency and critical thinking skills. The program did all of those things in spades. In addition to those critical elements of true learning, students also were exposed to new career opportunities while gaining the skills to help others in case of an emergency-a win-win-win for students, school and community!"

- Completed an update of the Emergency Operations Plan, incorporating the establishment of the Fire District.

- A new generator for the shelter at the NCRD recreation center has been funded and is operational;

- EVC had our first Annual Disaster Fair and Shelter Lunch showcasing the skills of our volunteers in "action" displays and promoting active involvement of participants. We had 46 sign up for CERT classes and over 150 people participated.
• The positioning of a repeater in Manzanita allowing for better North County ham communications.

• Ham base stations are in our shelters allowing for communication outreach if necessary during a disaster. Ham operators have proven critical even when other lines of communication are not down.

• Ham operators are active and have been certified as emergency skills ready by Oregon ACES.

• A rural community Map Your Neighborhood meeting for a new rural area was started this past year;

• Larry Wiedenhoft, a dedicated local volunteer has been appointed to the position of Disaster Action Team (DAT) in the Red Cross system, so we now have more local options for emergency response; Larry just received a Spirit of ARC Excellence Award for extraordinary passion and outstanding dedication to the mission.

• Regularly scheduled CERT classes for new people are on the calendar currently bringing the number of CERTS to 47.

• The MRC in coordination with Betsy Johnson and Debbie Boone, introduced a bill that the Oregon legislature unanimously passed and was signed into law. Our bill covers the liability of retired Doctors, allowing them to assist during Governor declared emergency. A bill that everyone said could not be done!

• All day training from the Red Cross for CPR, Shelter and Food areas will be covered in July 2011 to train the trainer, so that we can provide those classes to our community with local instructors and not depend on outside resources.

• MYN is implementing a new Zone Map Your Neighborhood strategy to continue on-going training for neighborhoods involved in MYN. Our goal is that during an emergency, these neighborhoods will be able to provide situational status information to the EOC, allowing for a more focused response to crisis. This will allow the IC to allocate limited resources strategically.

• EVC has created an Emergency Preparedness University of experts in various areas to do on going and planned trainings

• Reaching out to all of Tillamook County and has provided MYN training and will provide CERT training in Pacific City and recently helped with their evacuation drill

• Continue to upgrade and expand informational resources include our Website www.emergency.nehalembay.org, new Facebook page and twitter feed.
The Emergency Volunteer Corps is simply a convener and coordinator. **The real work comes from the community!** We applaud these devoted citizens for their commitment and hours of dedicated work -- they are truly doing the most good for the most people with the resources available to them.
## Emergency Volunteer Corps

### Training of Volunteers

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*Community Emergency Response Team (CERT)*

March 3, 2011
EARTHQUAKES and TSUNAMIS
What You Need to Know

EARTHQUAKE
Duck, Cover, and Hold until the shaking stops
► Is the building unsafe?
► Am I in the inundation zone?
If YES to EITHER --
Evacuate immediately!
If NO to both, STAY PUT!

TSUNAMI -- Local or Distant?
LOCAL
The earthquake you feel is the local tsunami warning.
Go immediately to HIGHER GROUND.
Roads will be impassable. WALK, DON'T DRIVE.

DISTANT
You have time! Evacuate beaches and low-lying areas.
Return only after "All Clear" is announced.
Otherwise, stay put!

EVACUATE -- Do I or don't I?
► Is the building unsafe?
► Am I in the inundation zone?
If YES to EITHER --
Grab your Go-Kit.*
Go to nearest assembly area.
Return home only after "All Clear" is announced.
If NO to both, STAY PUT!

INUNDATION ZONE
It's defined for a local event, NOT for a distant tsunami.
See the map on the reverse -- find your location!
Know and practice your evacuation route.

NEWS and INFORMATION
KCCB/KMUN 89.5/91.1 FM
Emergency Public Info 503-368-2050
NOAA Radio * (Your best warning.)
City Halls:
Manzanita 503-368-5343
Nehalem 503-368-5627
Wheeler 503-368-5767
Emergency.NehalemBay.org

IMPORTANT!
Tsunami surges are MULTIPLE!
Surges continue for HOURS.
Surges may get BIGGER OVER TIME.

The Emergency Volunteer Corps thanks the North Coast Citizen for its support!

*Sirens
Feel earthquake? Don't wait for the siren.
Go to higher ground. Tsunami is next!
Siren sounding? You have time.
Evacuate beach! Turn on TV/radio.

For details and more information on how to get prepared, go to the Emergency Volunteer Corps website:
www.emergency.nehalembay.org
FOR OUR VISITORS: The North Oregon Coast is beautiful and to be fully enjoyed any time of year. You can hike, crab, bike, fish, kayak, surf or explore in unmatched scenery. Don't let our wise community preparation lessen your enjoyment!

After all, the chance of the "Big One" or a destructive tsunami happening while you visit is very low. Other risks are more frequent: avoid high tides, logs (can roll and trap people), hypothermia and walking in the middle of the street.

Those are the real, everyday risks.

We don't want you to become a local statistic!

Carrying a Go-Kit is a good idea for travel wherever you go.

We hope you enjoy the natural beauty, dining, shops and activities...

And come back again and again.


ASSEMBLY SITES: Evacuate here!
Emergency Responders will provide basic information at these sites. Know which is nearest you!

SHELTERS: Warm, water & electricity (generators). Get further information here. First aid & other assistance provided when possible.