

**MINUTES - TILLAMOOK COUNTY BOARD OF COMMISSIONERS' STAFF MEETING**

**Monday, September 27, 1999**

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**[Filed with County Clerk 11-24-99]**

**COMMISSIONERS PRESENT:**

Sue Cameron, Chairperson  
Tim Josi, Vice Chairperson  
Gina Firman, Commissioner

**STAFF PRESENT:**

William K. Sargent, County Counsel  
Paul Levesque, Management Analyst

**STAFF PRESENT FOR PORTIONS OF MEETING:** Lt. Todd Anderson; Marlene Putman, CCF Director; Craig Schwinck, Human Resource & Information Services Director; Mike Leahy, Health Department Administrator

**CALL TO ORDER:** By Chair Cameron at 9:08 a.m. in the Commissioners' Meeting Room A.

**ITEM NO. 1: PUBLIC INPUT:** There was none.

**ITEM NO. 3: CORRECTIONS & COURTHOUSE SECURITY UPDATE:** Lt. Anderson said Deputy Scott Kilgore had been very well received as the new Courthouse Security Officer. He discussed the three murder defendants who would be tried beginning in February. The Sheriff's Office would need two to three officers in the Courtroom each day. Also the Park Ranger murder trial would begin in May. As it was a death penalty case, the sentencing phase could last 8 to 9 weeks.

Lt. Anderson discussed some of the potential budget issues regarding overtime. Chair Cameron wanted to see what the status was with the overtime line item. She said November 1 was the next quarterly budget meeting. She asked Lt. Anderson to provide some options and estimates for that meeting.

The Board discussed the need to recruit Spanish-speaking corrections officers. They also discussed progress on issues involving mental health holds when intoxication was involved. This was a state-wide problem. Commissioner Firman would be meeting with Lt. Anderson later that day. Chair Cameron suggested Mr. Smith, Tillamook Family Counseling, and the Health Department Director also be involved.

**ITEM NO. 4: COMMUNITY DEVELOPMENT UPDATE:** Mr. Affolter reported on the recent annual Planning Association meetings. He reviewed the legislative changes enacted this session, including SB12, which concerned landslides. The Board discussed the transfer of development rights under the measure. It applied solely to rapidly moving landslides.

Mr. Affolter also discussed Measure 56, the public notice law. He said that he would be doing a notice of ordinance amendments with the tax statements. The Board discussed the poor timing of doing it in this manner, despite the fact that it would save the County approximately \$20,000. The Board expressed concern that this would send the wrong message and wanted further discussion.

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They asked Mr. Affolter to work with his liaison in developing a different approach.

Mr. Affolter asked for a work session on Thursday, September 30 at 8:00 a.m. He then presented an outline for his work program for the next year.

Chair Firman asked him to follow up on the recent bill that facilitated the siting of churches. He would also check on the status of the Whalen Island purchase.

**ITEM NO. 6: DISCUSSION CONCERNING NEWSLETTER PROPOSALS:** The Board discussed the RFPs for a newsletter writer. Chair Cameron said they had three well qualified applicants. Commissioner Josi felt it was a choice between Ms. Tangvald and Mr. Godsey. He said that, based on his past personal experience with Mr. Godsey, he would have to choose him.

Commissioner Firman said she listened to the tape of the interview of Ms. Tangvald and said Mr. Godsey was the candidate of choice, although it was a close call. She was excited about the breadth of Ms. Tangvald's experience.

Chair Cameron said she echoed Commissioner Firman's thoughts, but she felt that Ms. Tangvald would be valuable for special projects. Commissioner Firman felt Ms. Tangvald would be an ideal candidate for a full-time communications officer. The Board discussed their desire to contract for only the balance of the fiscal year.

Commissioner Josi moved to enter into a contract with Mr. Godsey for the newsletter services for the balance of the fiscal year, Commissioner Firman seconded.

Commissioner Firman wanted Chair Cameron to call Ms. Tangvald.

Motion passed with three aye votes.

**ITEM NO. 7: COMMISSION ON CHILDREN & FAMILIES UPDATE:** Ms. Putman updated the Board on the award of \$15,000 for a life span respite care grant. She described how it would be implemented so that the funds would be used for coordinating delivery of the care. She discussed the importance of insuring that the contractors were fiscally responsible, based on what had occurred recently with Multnomah County.

Ms. Putman also reported on training and meetings for developing the comprehensive strategies for CCF services. She announced that the Youth Recognition Awards ceremony was scheduled for September 30 at the Creamery. She attended the local and state CCF meeting. Additional money had been allocated for the CASA program. There were also some recommendations for additional sums for implementing planning dollars, and she distributed four alternatives for allocating the money.

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Ms. Putman discussed the proposal which focused on children from 0 to 8 years old. She talked about work on youth councils and a program called First Steps, which identified young children with anti-social behavior.

**ITEM NO. 8: MISCELLANEOUS PERSONNEL MATTERS & INFORMATION SERVICES**

**UPDATE:** Mr. Leahy briefly discussed his recent attendance at the Odyssey Program. He talked about community meetings, discussing health needs. He addressed the tremendous amount of overlap and the gap in coordinating health care planning with the Futures Council and others. He expressed concerns about the loss of the Amer-I-Corps volunteer for the STARS program. He also reported on a one-time grant with the Women's Crisis Center, which was needed due to the predominance of abuse. There was a discussion regarding the use of volunteer programs provided by local churches in human services programs

Mr. Leahy asked for authority to hire an additional health nurse for which he had the funds in his budget but no budget authority. He outlined current staffing and nursing needs. Chair Cameron confirmed that this would not impact the general fund. Mr. Leahy was currently paying a per diem employee. The Board discussed the budget process and how this action was not counter that process.

There was a consensus to move forward.

Mr. Schwinck presented a request by Mr. Levesque to sell 75 hours of his vacation time. There was a consensus to allow that.

The Board discussed the policy of completing performance evaluations before salary increases occur. Mr. Schwinck said a personal action form needed to be sent through indicating a favorable evaluation was likely but that it could not be completed before the anniversary date.

**ITEM NO. 9 : MANAGEMENT ANALYST UPDATE:** Mr. Levesque reported on his two-day Forest Practices Advisory Committee meeting the previous week.

**ITEM NO. 2: LIAISON REPORTS:** Commissioner Josi reported on his meeting with Mr. Ward, Director of the Oregon Department of Agriculture, in his efforts to find funding for the U.S. Army Corps of Engineers (COE) feasibility study. The Board discussed the needs for their office to put together the financial needs summary. Commissioner Josi indicated that various state agencies may be interested in purchasing modules of the COE work product. He also reported on the Local Public Officials meeting the previous week.

Commissioner Firman attended the Oregon Juvenile Directors annual conference. She said there was a glaring need for shelter care.

Chair Cameron said the Work Force group would have a strategic planning session.

**ITEM NO. 5: CONSIDERATION OF AWARD OF BID FOR TRASK PARK TOILETS:** This item was postponed.

**ITEM NO. 10: STAFF UPDATE/CALENDAR REVIEW & SCHEDULING/AGENDA REVIEW/INTER-OFFICE MATTERS:** The Board reviewed and approved its agenda. They also reviewed the agenda for the elected officials & department heads meeting. They discussed possible locations for the north County meeting on October 27. They wanted to meet with Jane Scott to talk about the next steps in finding sponsors for filming Board meetings.

**ITEM NO. 9 : MANAGEMENT ANALYST UPDATE (Continued):** Mr. Levesque presented the recommendation of the Space Committee on storage of records. There was a consensus to allow the District Attorney's office to use the top floor of the former elevator shaft, and for the State Courts to use the main floor of the shaft. The bottom floor of the shaft was to remain unallocated at this time.

**ITEM NO. 11: NON-AGENDA ITEMS & BOARD CONCERNS:** There was none.

RESPECTFULLY submitted this \_\_\_\_ day of \_\_\_\_\_, 1999.

County Clerk: Josephine Veltri

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Mary Wujcik, Recording Secretary  
& Special Deputy

**APPROVED BY:**

\_\_\_\_\_  
Chairperson

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Vice Chairperson

\_\_\_\_\_  
Commissioner