

MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' MEETING
Monday, September 22, 2008
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TASSI O'NEIL
COUNTY CLERK

COMMISSIONERS PRESENT:

Charles J. Hurliman, Chair
Tim Josi, Vice-Chair
Mark Labhart, Commissioner

STAFF PRESENT:

Paul Levesque, Facilities, Fleet and
Contracts Director

STAFF PRESENT FOR PORTIONS OF THE MEETING: Susan Becraft, Staff Assistant; Andy Long, Sheriff's Office; Marlene Putman, Director, Commission on Children and Families; Dorothy Gann, Clerk's Office; Butch Parker, Director, Community Development and William K. Sargent, County Counsel.

GUESTS: John Gettman, Gus Meyer, Walt Hutton, Doug Carter, Frank Hanna-Williams and David Laine.

CALL TO ORDER: By Chair Hurliman at 9:00 a.m. in Commissioners' Meeting Room B.

ITEM NO. 1: PUBLIC COMMENTS – NON-AGENDA ITEMS – REQUEST TO SIGN GUEST LIST: Chair Hurliman welcomed everyone and reminded them to sign the guest list.

ITEM NO. 2: UPDATE CONCERNING SECOND HOME/VACATION RENTALS: Counsel Sargent said the last time they met, the Commissioners asked him to get back to the board by today. He thanked the Neah-Kah-Nie Transient Rental Committee for contacting him during this time and Ed Sullivan offered to assist him with a potential ordinance. The question is whether to do an ordinance for just the Neah-Kah-Nie area or a county-wide ordinance.

Chair Hurliman thought it should be county-wide. Vice-Chair Josi felt we should tackle Neah-Kah-Nie first and then go forward with other communities when they are ready. Commissioner Labhart asked if we have the legal authority to do this given the Measure 37 and its repeal with Measure 49. Counsel Sargent said we can go forward with an ordinance. We still have some non-conforming use issues to deal with. Mr. Sullivan was very involved in the Cannon Beach ordinance that went to the Supreme Court and feels he can help avoid those pitfalls.

Vice-Chair Josi asked Counsel Sargent if he contacted Richard Widman. Counsel said he wasn't helpful one way or the other about Measure 49. Basically it will be decided on how the ordinance is crafted. Vice-Chair Josi said he had spoken with him and felt that he was somewhat guarded.

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Commissioner Labhart said he was not sure about making the ordinance county-wide. Chair Hurliman said he had issues with having ordinances for individual areas. It would become a nightmare for the county planners. He appreciated that one (1) size does not fit all but he would like it to be generic. Counsel Sargent felt that Neah-Kah-Nie has its own separate issues.

Butch Parker said there are community plans that are a little unique to different areas but an ordinance like this should be generic so it could be enforced if that is the wish of the people who live there. They could amend the community plan to include the ordinance, which could be a boiler plate ordinance and made to fit for other communities.

Commissioner Labhart said he knows Mr. Carter and Mr. Sullivan have strong feelings about this matter. He has no motive in this but he wants to know that if we go down a path to an ordinance, that it is legal. He was hearing County Counsel say that an ordinance can be crafted that complies with the stipulations in Measure 49. Counsel Sargent said they sat through the Short Term Rental Committee meetings where people who are pro and con said they could come forward and say that the ordinance impinges on their property rights in one way or another, but the ordinance can be crafted so those arguments will ultimately not be meritorious if they are pursued through the Land Use Board of Appeal (LUBA) or appealed to the courts.

Commissioner Labhart said he likes the idea of a boiler plate that could be transferred to other jurisdictions if they so wish. Chair Hurliman said he was willing to go along with the majority and the process.

Counsel said he will work with Mr. Sullivan, Mr. Parker and staff to come up with an ordinance for initial review in the next thirty (30) days or so.

Commissioner Labhart said he is not committed to just an ordinance for the Neah-Kah-Nie area. He wants to see what a public hearing will reveal. They could propose a county-wide ordinance and invite them to the meeting and if they don't want it they could opt out for the time being.

Darrell Carter said he was happy to see the commissioners moving forward.

ITEM NO. 3: PUBLIC WORKS UPDATE: Liane Welch was off today.

ITEM NO. 4: DISCUSSION CONCERNING ORDER DECLARING COUNTY-OWNED PROPERTY AS SURPLUS (COMPUTERS): Michael Soots said these are all old pieces of equipment that need to be recycled. The chaplains have asked for a laptop but none of these are adequate for their purpose.

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Commissioner Labhart asked Mr. Soots if he is contacting non-profits to see if they can use some of these computers. Mr. Soots said he is not actively seeking them but if they ask we will go through the surplus process and donate them. However, by the time we finish with the computers they are in pretty poor shape.

This will be carried forward to Wednesday. Commissioner Labhart will present the item.

ITEM NO. 5: DISCUSSION AND CONSIDERATION OF OUT-OF-STATE TRAVEL AUTHORIZATION FOR SHARON STAFFORD TO ATTEND THE ASSOCIATION OF CORRECTIONAL FOOD SERVICE AFFILIATES' STATE CONFERENCE IN SACRAMENTO, CALIFORNIA:

Andy Long said it was pretty expensive so Ms. Stafford applied and got a grant. She is carpooling and sharing a room to save money. The county would pay Four Hundred Twenty-Eight (\$428) Dollars. It is good training on jail kitchens and how to set up kitchens outside of the jail environment in case of an emergency.

Chair Hurliman asked if in an emergency situation they would have inmates preparing food for fire fighters. Lt. Long said the inmates would probably work in the jail kitchen and she would go out, set up and run a kitchen for emergency services. Chair Hurliman commended Lt. Long for putting this together.

A motion was made by Vice-Chair Josi to approve and sign the out-of-state travel request. The motion was seconded by Commissioner Labhart. The motion carried with three aye (3) votes. Chair Hurliman signed the authorization form.

ITEM NO. 6: DISCUSSION CONCERNING ORDER APPOINTING ELLEN BOGGS TO THE COMMISSION ON CHILDREN AND FAMILIES: Marlene Putman said Ms. Boggs is the Rinehart Clinic Director, a retired teacher in physical education and public health education for schools and is interested in youth prevention programs. The Commission on Children and Families recommends her appointment.

This will be carried forward to Wednesday.

ITEM NO. 7: DISCUSSION CONCERNING REQUEST TO PARTNER WITH THE TILLAMOOK FAMILY COUNSELING CENTER FOR A JOBS PLUS EMPLOYEE TO ASSIST WITH THE FAMILY & YOUTH SERVICES TEAM PROGRAM (FYST) AND COORDINATION OF PARENTING PROGRAMS: Marlene Putman and Frank Hanna-Williams were present. Ms. Putman said the Commission on Children and Families (CCF), Mental Health Services and other agencies' budgets have been cut over the last several legislative sessions. Tillamook Family Counseling Center (TFCC) and other entities have been trying to come up with creative ways to keep providing some

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services that have been identified as priority services. The Family Youth Services Team (FYST) program has also seen an increase in the demand for services. The needs are to take care of intake and referrals and to provide parenting skill building education for parents with children of all ages. There is a demand for the classes and court ordered services.

Ms. Putman said she and Mr. Hanna-Williams came up with this option with an offer from the Jobs Plus program. Jobs Plus is an education and training program for people who are trying to get off temporary assistance to needy families and into full-time employment. They pay for six (6) months of employment at minimum wage and keep them on the Oregon Health Plan. They found a person who is very skilled and willing to take the position. The position is a half (1/2) time coordinating parenting education position and the other half (1/2) is to do intake and referral for the FYST. They are calling it a program assistant position.

Ms. Putman said TFCC will be the employee with the Jobs Plus program's commitment of one (1) year. The employee will be housed at the CCF office to coordinate the education services and at TFCC as the youth services team coordinator.

Mr. Hanna-Williams said the real issue for him is to make sure the services are available to the people in the community.

In response to Chair Hurliman questions about the funding stream for Jobs Plus, Ms. Putman said federal funds come that are set up around guidelines and managed through the Department of Human Services (DHS) which contracts with MTC Works. There was discussion about the coordination of the Jobs Plus program and past experience with employees who came from the program.

Commissioner Labhart said there was no question about the need and asked if it was a county position. Mr. Hanna-Williams said it is not a county position. Ms. Putman said there will be an inter-agency agreement between TFCC and CCF. Some computer support may be needed to set up the account and possibly some technical assistance from time to time. Office supplies will come from TFCC and they will provide some technical support and training. DHS will also provide ongoing training.

Chair Hurliman complimented Ms. Putman and Mr. Hannah-Williams for finding a fairly stable funding stream and coordination for the position.

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ITEM NO. 8: DISCUSSION CONCERNING ORDER RE-APPOINTING LLOYD SEELY, FRANTS POULSEN AND DAVID DUFFEY TO THE BOARD OF PROPERTY TAX APPEALS:

Dorothy Gann said the same people want to come back. Carolyn Moore will be taking her position in January and she will be training her. These men are very qualified and have done a wonderful job in the past.

This will be carried forward to Wednesday. Vice-Chair Josi will present the item.

ITEM NO. 9: HUMAN RESOURCES UPDATE: David Dickman was not present.

ITEM NO. 10: COMMUNITY DEVELOPMENT UPDATE: a) PERMIT REPORT and b)

SANITATION REPORT: Butch Parker said building plans and inspections are still coming in. Some new building plans for big houses down south came in; Butterfield came in with two (2) or three (3) and Centex came in with some.

Mr. Parker reported there are some zone changes with exceptions coming up that are not controversial. On October 9th we will have the discussion on the Aspen exception in Pacific City and they are thinking of moving the meeting to Pacific City at the Community Center. The one for Neskowin has been put off and they are thinking of having it at the fire hall. He felt some of the more controversial hearings should be held in the communities where they are located. Vice-Chair Josi and Chair Hurliman agreed.

Mr. Parker said they will have another fulltime employee starting on Thursday. They would like another car for the planners but will be sharing one with the assessors or juvenile for now.

ITEM NO. 12: BOARD CONCERNS – NON-AGENDA ITEMS & ANNOUNCEMENTS:

Gus Meyer asked that the county try to get Oregon Department of Forestry (ODF) funds for the Kilchis River Road similar to what we have done for the Trask River Road. Ms. Welch is getting many complaints about the condition of the Kilchis River Road and last year ODF announced they are starting their harvest plan in the Kilchis basin.

Chair Hurliman said the three (3) commissioners want to strike an agreement, but timber sales now are very close to the break even point so they are waiting to see what the status of timber sales will be before striking an agreement.

Mr. Meyer said everyone knows the condition of the road department. Chair Hurliman said if we tag too much on the timber sale they won't sell. Vice-Chair Josi said an agreement only works if there is money and there is no margin there.

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Mr. Meyer said he appreciated the timber sale issue and it needs to be worked out, but with the Timber Trust Lands this is a double whammy. Vice-Chair Josi said the commissioners and Board of Forestry are spending a lot of time working on the issue, but cannot effect a change in the price of the timber sold because it is not within our jurisdiction. There is a sealed bid process.

Mr. Meyer said that is interesting because private industry is going full bore and they have to be making a profit. They are looking at purchasing more land and it seems the brokers are taking advantage of the state. Chair Hurliman said the Kilchis is a unique situation because of the tree size and volume and road costs make it less profitable. If they use helicopters there is no profit. It goes timber sale by timber sale.

Mr. Meyer said the access routes to the sale were approved several years ago. Chair Hurliman felt that to get a profit on the Sawtooth, they have to log more than three hundred (300) acres. He discussed the condition of the roads. Vice-Chair Josi suggested Mr. Meyer contact Mark Elston, Hampton Lumber manager, and ask him how the market is doing and report back to the board. Mr. Meyer thought he would give an honest answer.

Commissioner Labhart thought they should have a discussion when Ms. Welch is present about not maintaining some of the roads that we are maintaining. An example is at the end of Gods Valley Road where the county maintains ten (10) miles of gravel road beyond the end of the last houses. He said we should have a public hearing, get out of it and let ODF and private timber companies maintain that portion of the road with their timber sales. The same goes for the county's portion of the Kilchis River Road beyond the last house.

Chair Hurliman agreed and said if they are not willing to do that the county should be charging them a maintenance fee and if they can't do that to look for other opportunities that we may be missing.

Mr. Meyer said at the last County Road Advisory Committee they talked about Cochran Road and could not find out whether it had been given back to ODF.

ITEM NO. 11: STAFF UPDATE/CALENDAR REVIEW & SCHEDULING/AGENDA REVIEW/SUGGESTION BOX/INTER OFFICE MATTERS: The board reviewed and approved the agenda with the changes that were discussed earlier in the meeting.

Ms. Becraft and the board scheduled a performance evaluation for Liane Welch on September 30, 2008 at 8:00 a.m.

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Ms. Becraft said the group that is in charge of planning the administrative staff meetings at the annual Association of Oregon Counties (AOC) conference is beginning to work and wants to know how many participants they will have this year. Chair Hurliman said we may be sending staff this year but wanted a discussion about what to do in the future.

Paul Levesque said he did not have an opinion one way or another, but AOC is starting to plan for the affiliate staff meetings, he is beginning to plan the Oregon Public Property Managers Association (OPPMA) meeting and AOC has created a new facilities managers group this year. He recalled one (1) or more discussions where there was talk about cutting out all travel expenses for the remainder of the year.

There was discussion about how much would be saved. Su Yaremchuk, Sue Becraft and Paul Levesque explained what they do at the conference.

Vice-Chair Josi said it is a real hard decision for him to make. AOC is a very important entity that supports all the counties on a number of venues and we need to be active members to the extent that is possible. If all three (3) staff did not go the savings would not be huge.

Mr. Levesque remembered a discussion where they talked about making cuts to the whole travel budget, including the commissioners, except for where the commissioners are reimbursed by an outside entity. He was thinking of doing some of his meetings telephonically. There was discussion about asking entities to pay for the commissioners' travel expenses and the possibility it could trigger higher dues.

Vice-Chair Josi thought we should have these discussions prior to the adoption of the budget next year. This year's adopted budget includes these expenditures. Chair Hurliman agreed but wanted to assess what we have accomplished at the AOC and other meetings. He agreed to go ahead this year but not plan on it for next year.

Commissioner Labhart said we have new information that we are going to be getting less timber money and our current county budget will be Three Hundred Thousand (\$300,000) Dollars short this year. He would like to have a discussion after the election about reopening the budget or whether we want to take a ten (10%) percent cut this year, which would be setting a precedent. He said that doesn't mean we don't go to AOC. He felt it was important that Mr. Levesque attend but the commissioners don't need to be there every day. It is a nice thank you for Su Yaremchuk and Sue Becraft although they are working but he was not sure the budget could afford it. The commissioners and other staff could set up the county's booth.

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Vice-Chair Josi agreed there needs to be a serious discussion about the budget after the election. He felt Mr. Levesque needs to be at AOC for the entire conference and that he and the three (3) commissioners could handle the booth. Commissioner Labhart agreed.

The board's consensus was that the three (3) commissioners and Mr. Levesque attend the AOC conference this year. The commissioners will look at the conference schedule when it comes out and see if they can miss some of the days.

Ms. Becraft read a suggestion from the suggestion box signed by Tim Lutz. He reported that there are boxes of paper that have been stored in the employees' break room for years and apparently are for a computer that is not being used. He requested the paper be disposed by recycling. Ms. Becraft said there are about thirty (30) boxes of lined computer paper, old office equipment and phone books in the room. Mr. Levesque said he would take care of it.

ITEM NO. 12: BOARD CONCERNS – NON-AGENDA ITEMS & ANNOUNCEMENTS

(CONTINUED): Chair Hurliman said he learned, at the last AOC meeting, that the one (1) year the safety net legislation is now bundled with disaster relief. He felt the odds of it passing have gone up to ninety-five to ninety-eight (95% - 98%) percent. The bad news is that the four (4) year energy bill has become a very bipartisan issue.

ITEM NO. 13: PUBLIC COMMENTS: David Laine asked if the Rafael project in Oceanside had come back to the commissioners. Chair Hurliman replied in the negative. Mr. Laine said he talked to Counsel Sargent who did not think they would appeal but it would come back for a final order on the decision because they didn't prevail in circuit court.

Mr. Laine said the county could learn a lot from the whole matter and approve a number of procedures to use on land use and building code enforcement. He got into this quite a bit and it led him to the Anchor Tavern fiasco. It looks bad for the county when this keeps bouncing around and things that should have been done weren't done. Mr. Laine said the county has made poor decisions on the Rafael matter and the order that was prepared by community development and brought to the commissioners after the hearing on the 24th was left off. At that hearing the board did not establish its findings, Commissioner Labhart read his statement that was apparently written even before the hearing was held so it did not incorporate the ideas that were presented at the hearing by the attorneys and there were a whole number of matters that weren't included, which he listed.

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Mr. Laine said one (1) of the fundamental things on the Raphael matter was that the county approved their application. They submitted everything that was required by the county. There was a minor review and a land use matter that was decided administratively according to procedures and signed by Bill Campbell on August 2, 2005. Then the Raphaels, based on the information that was supplied to them by the county, had their plans developed. They submitted their building permit and the county approved and signed it. The county had full knowledge of what was included in the plans. The Raphaels removed more than they should have, admitted it and submitted building plans to adopt to cover it. Those plans could have been an addendum to the building plans, but the fundamental land use would not have changed. Then Bill Campbell came along on June 6, 2007 and said the decision they made in August 2005 was wrong and that the Raphaels were the ones who would have to suffer.

Mr. Laine said there is something wrong with that whole process and procedure. Bill Campbell's analysis was wrong; it was living space. The county made poor decisions not based on factual matters and the commissioners were trying to appease the group in Oceanside that was opposed to the Anchor Tavern. It was a political appeasement. Mr. Laine thought Raphaels would appeal; maybe to LUBA and that they have every avenue and argument in their favor. He thinks the county should do a much better job and review the whole matter and maybe reconsider the decision that was made October 24, 2006.

Chair Hurliman said if it comes back to the board they will review it. It has to go through the process. Mr. Laine said it is riddled with errors and flaws and he is asking them to reconsider.

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There being no further business Chair Hurliman adjourned the meeting at 10:16 a.m.

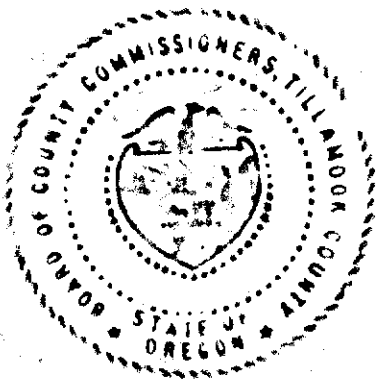
RESPECTFULLY SUBMITTED this 8th day of December, 2010.

County Clerk: Tassi O'Neil

Susan L. Becraft
Susan Becraft, Recording Secretary
& Special Deputy

APPROVED BY:

Margaret Chair Rob J. Hurliman Vice-Chair V. Twine Commissioner



**NOTICE OF MEETING AND AGENDA
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
to be held

Monday, September 22, 2008, at 9:00 a.m.

Commissioners' Meeting Room A
County Courthouse, 201 Laurel Avenue
Tillamook, Oregon

BOARD OF COMMISSIONERS

Charles J. Hurliman, Chair
E-mail: churlima@co.tillamook.or.us

Tim Josi, Vice-Chair
E-mail: tjosi@co.tillamook.or.us

Mark Labhart, Commissioner
E-mail: mlabhart@co.tillamook.or.us

201 Laurel Avenue
Tillamook, Oregon 97141
Phone: (503) 842-3403 FAX: (503) 842-1384

ANY QUESTIONS? Contact
Paul Levesque (503) 842-1809
E-mail: plevesqu@co.tillamook.or.us

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

WATCH THIS MEETING ON TV: TLCTV Channel 35

Monday – 1:00 p.m.
Thursday – 1:00 p.m.
Sunday – 1:00 p.m.

Tuesday – 8:00 p.m.
Friday – 8:00 p.m.

Wednesday – 9:00 a.m.
Saturday – 9:00 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.

CALL TO ORDER: Monday, September 22, 2008 9:00 a.m.
Commissioners' Meeting Room A

BOARD OF COMMISSIONERS

1. Public Comment – Non-Agenda Items – Request to Sign Guest List
2. Update Concerning Second Home/Vacation Rentals/Bill Sargent
3. Public Works Update/Liane Welch
4. Discussion Concerning Order Declaring County-Owned Property as Surplus (Computers)/Michael Soots
5. Discussion and Consideration of Out-of-State Travel Authorization for Sharon Stafford to Attend the Association of Correctional Food Service Affiliates' State Conference in Sacramento, California/Andy Long
6. Discussion Concerning Order Appointing Ellen Boggs to the Commission on Children and Families/Marlene Putman
7. Discussion Concerning Request to Partner with the Tillamook Family Counseling Center for a Jobs Plus Employee to Assist with the Family & Youth Services Team Program (FYST) and Coordination of Parenting Programs/Marlene Putman
8. Discussion Concerning Order Re-Appointing Lloyd Seely, Frants Poulsen and David Duffey to the Board of Property Tax Appeals/Dorothy McGann
9. Human Resources Update/David Dickman
10. Community Development Update/Butch Parker
 - a. Permit Report
 - b. Sanitation Report
11. Staff Update/Calendar Review & Scheduling/Agenda Review/Suggestion Box/Inter-Office Matters/Sue Becraft
12. Board Concerns – Non-Agenda Items & Announcements
13. Public Comments

ADJOURNMENT

BOARD MEETINGS AND ANNOUNCEMENTS

The Commissioners will hold a Special Board meeting and tour with Ted Wheeler, Chair, Multnomah County Board of Commissioners and his staff immediately following the Commissioners' Staff meeting on **Monday, September 29, 2008**. Commissioner Wheeler is interested in learning more about rural Oregon and about Tillamook County's issues and concerns. The meeting will begin in the Commissioners Conference Room B at the Courthouse, 201 Laurel Avenue, Tillamook around **10:00 a.m.**

Commissioners' Staff Meetings are held on Monday except for the second week each month when it is held on Tuesday. The second Tuesday, Staff Meeting schedule for the remainder of 2008 is:

- October 14 -- No meeting (lack of a quorum)
- November 11 -- No meeting (Veterans Day)
- December 9

The Commissioners' evening meeting schedule will resume in the Fall as follows:

October 15, 2008	Manzanita City Hall
November 26, 2008	County Courthouse
December 17, 2008	Cape Kiwanda Community Center
January 21, 2009	Manzanita City Hall
February 18, 2009	County Courthouse
March 18, 2009	Cape Kiwanda Community Center
April 15, 2009	Manzanita City Hall
May 20, 2009	Cape Kiwanda Community Center

**BOARD OF COMMISSIONERS'
STAFF MEETING**

Monday, September 22, 2008

PLEASE PRINT

Name Address Item of Interest

JOHN GETTMAN

all

Gas Meyer

General

CHUCK HUTTON

Mtly Auto Rental

Darryl Carter

Revised issue

Andy Long

out of state travel

Marlene Pittman

CC+

Frank Horne-Walsh

TFCC

Wally Jann

Clubs

Susan Beaufort

Boc

David Lane

/

(Please use reverse if necessary)

APPENDIX B

TILLAMOOK COUNTY OUT-OF-STATE TRAVEL AUTHORIZATION

Please complete this form and obtain the Board of Commissioner's approval before traveling.

1. Name of Employee: Sharon Stafford		2. Date: 9/16/08	
3. Training Related/Conference (if yes, attach Agenda): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		4. Car Rental: \$	
5. Itinerary: Destination (City, State): Sacramento Cal. Est. Departure Date/Time: 10/17/2008 8:00 PM Est. Return Date/Time: 10/23/08 5:00pm		6. Lodging Rate: Cal Or Amount per Night: \$104.00 84.99 Tax per Night: \$13.74 included Total per Night: \$117.73 84.99 Number of Nights: <u>X 4@1/2</u> 2 Total \$235.00 169.98	

7. Miscellaneous Expenses: (Identify Specific Expenses: Taxis, Shuttles, Phone, Etc.)

a. \$200 conference fee paid for by grant with \$150 remaining to put towards meal and lodging


b. \$

c. \$

d. \$

8. Meals:			9. Estimated Cost of Trip:		
Rate	# Meals	Total	Meals/Lodging:	\$404.00	\$174.00
Breakfast	3 @ 8.00	\$24.00	Airfare/Railfare:	\$	
Lunch	5 @ 15.00	\$75.00	Personal Car Miles:	\$	
Dinner	5 @ 15.00	\$75.00	Car Rental:	\$	
			Miscellaneous:	\$	
			Total:	less \$150	\$428.00

10. Purpose of Trip (Be Specific):

11. Employee Signature: 	Date:
--	-------

12. Department Head/Designee Signature: 	Date: 9/16/08
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13. Board of Commissioner's Chair Signature: 	Date: 9-22-08
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Sharon Stafford

From: Maurino, Laurie [Laurie.Maurino@cdcr.ca.gov]
Sent: Thursday, August 07, 2008 10:13 AM
To: Sharon Stafford
Subject: FW: CC-ACFSA Conference

Dear Sharon,

I am happy to inform you that you have been awarded a \$350.00 scholarship to the California Chapter of ACFSA conference to be held in Sacramento, on October 19-22, 2008. We can give you the check at the conference. Please email me back so I will know you received this. Look forward to seeing you there.

Laurie Maurino, R.D.
President – CC-ACFSA
530-251-5100 ext. 5445

RESERVATIONS FOR TRAVEL WORKSHEET

EMPLOYEE Sharon Stafford DATE _____

PURPOSE FOR TRAVEL/RESERVATIONS _____

DATE(S) NEEDED _____

HOTEL/ADDRESS _____

_____ Non-Smoking

_____ Smoking

_____ Single (circle) - King/Queen

_____ Double (circle) - King/Queen
Full

HOTEL TELEPHONE _____

CONTACT _____

ROOM RATE PER NIGHT _____ + _____ % tax

TOTAL _____

CONFIRMATION NUMBER _____

PER DIEM REQUEST

DATES FOR PER DIEM 10/17 10/18 10/19 10/20 10/21 10/22 10/23 _____

AMT PER DAY 31.20 39.00 39.00 31.20 - 31.20 11.70 _____

TOTAL PER DIEM TO BE PAID _____

MILEAGE

MILES _____ X (current IRS mileage rate) = _____

CLAIM VOUCHER DONE? Yes No

EMPLOYEE: _____ DATE: _____

DEPARTMENT HEAD/DESIGNEE: _____ DATE: _____

INVITATION TO ATTEND

California Chapter

Association of Correctional Food Service Affiliates

Are You Ready?
Food Service Crisis Management

State Conference · October 19-22, 2008

Radisson Hotel · Sacramento, CA



www.acfsa.org

2008 CALIFORNIA CHAPTER CONFERENCE



OCTOBER 19-22, 2008
RADISSON HOTEL
SACRAMENTO, CALIFORNIA

The Association of Correctional Food Service Affiliates (ACFSA) is an international non-profit organization dedicated to the professional growth of correctional food service employees. This organization was formed in 1969 to enhance, represent and promote the correctional segment of the food service industry. Our members are food service professionals working in correctional facilities and agencies within the federal, state and county prison/jail systems in California and possibly some surrounding states.

The mission of ACFSA is to encourage standards of excellence and professionalism within its membership that will enhance the food service operations in the correctional system.

I would like to invite you to attend our conference October 19-22, 2008 at the Radisson Hotel in Sacramento, CA. It will be an invaluable experience to network other correctional food service professionals and exchange ideas.

This year's theme is "Are You Ready? Food Service Crisis Management." One of our keynote speakers is Major R.J. Beach, Food Service Director for Orleans Parish Sheriff's Office in New Orleans. He was at work in his multi-story jail, housing thousands, when Hurricane Katrina hit. His jail was flooded with several feet of water and he didn't leave for 5 days. Come here his story of how they managed.

Kurt Greiner and Ray Bullock, Assistant Food Service Director's at San Diego Sheriffs Department assisted with emergency feeding during the San Diego wildfires. They will discuss the logistics and challenges involved when called on to help in a public emergency.

We will also discuss how to handle the escalating food costs, purchasing challenges, medical, religious and allergy diets, preparing for inspections, to name a few topics.

On Sunday, we will offer the mandatory training called "Food Safety Manager Certification Class." This class is required by state law in the California Retail Food Code that at least one person per facility be certified.

We will also feature a large vendor show so you can see all the latest and greatest equipment. Food vendors will serve you some samples of their finest products and answer questions about their products.

On behalf of the California Chapter of Association of Correctional Affiliates, I personally extend an invitation to you to attend our State conference. It will be worthwhile. Please consider attending and bringing other staff members with you. I hope to see you in October, 2008.

Sincerely,

Laurie Maurino, R.D.
President, California Chapter - ACFSA
Susanville, CA 96130
Phone (530-251-5100 ext. 5445) E-mail: Laurie.Maurino@cdcr.ca.gov

[REDACTED]

If you would like to become a member of Association of Correctional Food Service Affiliates, please call 818-843-6608 or check their website: www.acfsa.org. Joining the national organization will automatically make you a member of the state Chapter.

Hotel Information

Radisson Hotel Sacramento
500 Leisure Lane
Sacramento, CA 95815

The hotel is located near Arden Mall and Cal Expo State Fairgrounds. The hotel has a gym and pool with Jacuzzi.

A block of rooms have been reserved from Saturday Oct 18 through Tuesday, Oct 21 at a rate of:

\$84.00	Single Occupancy
\$104.00	Double

Room rates are quoted exclusive of local taxes and fees, currently 12.0%. A Sacramento Tourism assessment fee of \$1.25 per room will be applied. Waterview rooms may be requested for an additional \$30.00 per room, per night. We have reserved a block of rooms at that rate, so make your reservations early. The last day to get the rate if available is September 19, 2008.

Maximum occupancy is four individuals per room.

Reservation Procedure:

Reservations will be made via individual call in and guaranteed with a credit card.

Please ask for the room rate for the "ACFSA Conference."

Phone number for reservations: 916-922-2020 Hotel Site
800-333-3333 Central Reservations



Sunday, October 19, 2008

- 9:00-4:00 Food Safety Manager Certification Class
Benson Li, Manager Food Service Unit, Los Angeles
County Sheriff's Dept. Instructor
\$40.00 charge for class
- 9:00 Golf Tournament- Bartley Cavanaugh Golf Course
8301 Freeport Blvd., Sacramento, CA
- 1:00-5:00 Registration
- 5:30-6:30 Welcome Reception

Monday, October 20, 2008

- 8:00 Breakfast
- 8:00-10:45 First General Session
Welcome- Laurie Maurino, R.D., President California
Chapter-ACFSA
Introductions
Presentations
Flag Salute
Star-Spangled Banner

Monday, October 20, 2008 {continued}

Conference Theme-

Are you Ready? Food Service Management

Keynote Speakers:

"Hurricane Katrina," Major R.J. Beach II, CCFP
Food Service Director, Orleans Parish Criminal Sheriff's Office,
New Orleans, LA

"Emergency Feeding during San Diego Wildfires,"
Kurt Greiner and Ray Bullock, Assistant Food Service Directors
San Diego Sheriff's Department

10:45-11:00 Break

11:00-12:00 Educational Breakout Session

1. How to Curb Pruno Production
2. Training your staff on preventing inmate overfamiliarity-
Karen Candito, Officer Snell
3. Preparing Licensing Inspection- Correctional Medical/Dietitian
Perspective- Linda Handy, M.S., R.D., Retired Specialty Surveyor
CA Department of Health

12:00-1:15 Lunch on your own

Dietitians in Corrections Luncheon

1:15-2:30 Educational Breakouts

1. Temporary Kitchens/Emergency Feeding- Ron Winbush,
U.S. National Guard Food Service Specialist
2. Current Litigation Issues in Corrections- Alan Sobel, Senior
Staff Counsel, Liability Assesment & Litigation Management Team,
CA Department of Corrections and Rehabilitation

Monday, October 20, 2008 {continued}

3. Preparing for a Sanitation/Environmental Health Survey
Central Kitchen Perspective- Linda Handy, M.S., R.D.,
Retired Specialty Surveyor, CA Dept. of Health

2:30-3:00 Break

3:00-4:15 Educational Breakouts

1. Current Litigation issues in Corrections- Alan Sobel, Senior Staff
Counsel, CDCR
2. Training for staff to prevent Inmate Overfamiliarity-
Karen Candito and Officer Snell
3. Purchasing Training and Contract Procurement Panel Discussion
Federal Representative: Robert Morris, Associate Warden,
Federal Correctional Institution
Herlong, CA
County Representative: TBA
State Representative: Dion Campos, Staff Services Manager II
Food Acquisitions Unit
Department of General Services

5:30-6:30 Reception for attendees

Tuesday, October 21, 2008

- 8:00 Breakfast
General Session: Environmental Health- Lawrence Pong
"Pandemic Flu, Avian Influenza"

Tuesday, October 21, 2008 {continued}

9:45-10:45 Roundtable discussions: Facilitators to discuss new regulations, menu challenges, food costs, purchasing trends.

Facilitated by:

Federal: Robert Morris
Associate Warden
FCI Herlong, CA

State: Don Perkins
Correctional Food Manager II,
CSATF-Corcoran

Laurie Maurino, R.D.
Food Administrator,
High Desert State Prison

County: Karen Candito
Correctional Food Service Director
Santa Clara County Dept. of Corrections

Jan Wyatt-Lucha
Correctional Food Service Director
Marin County Dept. of Corrections

11:00-3:00 Vendor Show

4:00 Vendor Meeting for Professional Partners & Vendor Liasion

5:30 Reception

6:00 Western BBQ and Entertainment

Wednesday, October 22, 2008

8:00 Continental Breakfast

8:30-10:00

Session 1: Panel Discussion, Special Diets
Therapeutic Diets
Allergy Diets
Presented by Vanessa Quinn, R.D.
Consultant Dietitian,
California State Prison, Sacramento

Session 2: Conflict Management/Difficult Employees

10:00-10:15 Break

10:15-11:45

Religious Diets: Where they come from and where we are going?

Panel Discussion:

State: Susan Summersett, M.S., R.D.
Departmental Food Administrator
CA Dept. of Corrections

County and Federal: TBA

12:00 End of Conference
Receive Certificate of Attendance

CONFERENCE REGISTRATION FORM (PART ONE)

October 19-22, 2008 · Radisson Hotel, Sacramento, California

Association of Correctional Food Service Affiliates-
ACFSA California Chapter

TWO-SIDED FORM- REGISTRATION WILL NOT BE PROCESSED UNTIL
COMPLETED APPLICATION AND PAYMENT HAVE BEEN RECEIVED

CC-ACFSA 2008 State Training Conference & Expo

Name _____

Nickname for Badge _____

Position _____

Facility/Company _____

Mailing Address _____

City _____

State _____

Zip _____

Contact Phone (MANDATORY) _____

Phone for publication (OPTIONAL) _____

Is this your first ACFSA Conference? (please circle)

Yes

No

Guest Name _____

Guest Name _____

Guest Name _____

CANCELLATIONS

CANCELLATIONS REQUESTED IN WRITING TO ACFSA WILL BE GIVEN A FULL REFUND IF RECEIVED ON OR BEFORE SEPTEMBER 19, 2008.
CANCELLATIONS RECEIVED AFTER SEPT. 19, 2008 AND NO-SHOWS WILL NOT BE REFUNDED.

REGISTRATION

REGISTRATION WILL BEGIN SUNDAY, OCTOBER 19, 2008 AT 1:00 PM. BADGES, PROGRAMS AND OTHER MATERIALS WILL BE PROVIDED AT THAT TIME.
PLEASE BE AWARE THAT NO CONFIRMATIONS WILL BE SENT.

Please continue and fill out part two of the Conference Registration Form.

CONFERENCE REGISTRATION FORM (PART TWO)

REGISTRATION FEES

NUMBER OF ATTENDEES	TYPE OF REGISTRATION	REGISTERING BEFORE SEPTEMBER 19	REGISTERING AFTER SEPTEMBER 19	AMOUNT DUE
	ACFSA MEMBER	\$175.00	\$200.00	175.00
	ACFSA NON-MEMBER	\$245.00	\$ 260.00	
	GUESTS (INCLUDES FRIENDS, RELATIVES ONLY)	\$100.00	\$120.00	
	ACFSA PROFESSIONAL PARTNER REGISTRATION *	\$250.00	\$275.00	
	NON-MEMBER VENDOR REGISTRATION *	\$300.00	\$325.00	
	MARKET RESEARCH FEE - ALLOWS ACCESS TO VENDOR SHOW FOR (VENDOR) ATTENDEES *	\$100.00	\$125.00	
	ONE DAY MEMBER AND NON-MEMBER REGISTRATION SPECIFY DATE: (FOODSERVICE EMPLOYEES ONLY)	\$50.00	\$75.00	
	VENDOR SHOW ONLY (FOODSERVICE EMPLOYEES ONLY - MEMBER OR NON-MEMBER)	\$25.00 †	\$30.00 †	25.00
	SANITATION CERTIFICATION PROGRAM FOOD SAFETY MANAGER (CLASS INCLUDES BOOK AND ALL MATERIALS.)	\$40.00	\$40.00	
TOTAL DUE (FULL PAYMENT MUST ACCOMP ANY COMPLETED REGISTRATION FORM)				19200.00

† IF THERE ARE FIVE OR MORE ATTENDEES FROM THE SAME FACILITY ATTENDING THE CONFERENCE, THEY WILL RECEIVE A 25% DISCOUNT. THIS DISCOUNT ONLY APPLIES TO FOODSERVICE PROFESSIONALS ATTENDING THE VENDOR SHOW ONLY.

* ONLY VENDORS WHO WORK FOR COMPANIES THAT HAVE NEVER ATTENDED OR EXHIBITED AT AN ACFSA CONFERENCE MAY ENTER THE VENDOR SHOW. ABSOLUTELY NO SOLICITATION WILL BE ALLOWED FROM ANY TYPE OF PERSON, COMPANY OR PUBLICATION. THOSE CAUGHT SOLICITING WILL BE ESCORTED FROM THE SHOW OR CONFERENCE WITHOUT A REFUND.

PAYMENT

CHECK OR MONEY ORDER PAYABLE TO:
CC-ACFSA

MAIL COMPLETED REGISTRATION WITH PAYMENT TO:

JAN WYATT-LUCHA
MARIN COUNTY SHERIFF'S DEPARTMENT
12 PETER BEHR DR.
SAN RAFAEL, CA 94903

Questions, call: Laurie Maurino, (530) 251-5100, ext. 5445

9/18/2008

Dept. of Community Development - Building Section

Week Ending	Plan Review	Structural Inspections	Mechanical Inspections	M.D. insp.	Mileage for Inspectors	Electrical Inspections	Plumbing Inspections	Investgate Proj. check	Citations Issued	Stop Work Orders	Court Hours
07/16/08	16	56	19	2	1469	62	54	2	0	0	0
07/23/08	17	82	33	0	1540	81	32	10	0	0	0
07/30/08	20	60	15	2	1281	52	28	2	0	0	0
08/06/08	6	60	24	7	1259	56	42	6	0	0	0
08/13/08	14	76	26	1	1471	55	32	2	0	0	0
08/20/08	20	74	25	4	1304	51	33	0	0	1	0
08/27/08	14	94	28	1	1688	42	31	1	0	0	0
09/03/08	10	46	27	1	1279	41	14	2	0	0	0
09/10/08	19	57	20	6	1489	59	38	5	0	0	0
09/17/08	14	68	10	1	1146	65	23	8	0	0	0
Total											
YTD	579	2595	866	83	40865	1949	1201	85	0	8	0

For the week ending 09/17/08

Submitted By: Roberta Bettis

Sanitation Permit Intake: Aug 28th, 2008-Oct 1st, 2008

Week	Permit #	Type	rec'd	field	approved	reason held
09/11-09/17	08-2513-S	Final Inspection	09/11	09/12	*	*as-built/mat list
	08-2862-S	Final Inspection	09/11	09/12	09/12	
	07-3174-S	Final Inspection	09/12	09/12	09/12	
	08-1977-S	Final Inspection	09/15	09/16	09/16	
09/04-09/10	08-2777-S	Final Inspection	09/04	09/04	09/05	*tanks not set
	06-4372-S	Partial Inspection	09/04	09/04	*	
	08-2997-S	Final Inspection	09/08	09/08	09/08	
	08-3166-S	Tank Replacement	09/08	09/10	09/10	
	08-3185-S	Tank Replacement	09/10	09/03	09/12	
08/28-09/03	08-1081-S	Permit to Construct	03/28	09/11	09/12	*admin review
	08-3082-S	Permit to Construct	08/29	08/15	08/29	
	08-3103-S	Tank Replacement	09/02	09/04	09/04	

Sanitation Permit Intake: July 31st, 2008- August 27th, 2008

Week	Permit #	Type	rec'd	field	approved	reason held
08/21-08/27	07-4606-S	Final Inspection	08/21	08/25	08/27	*as-built/mat. list
	08-2990-S	Authorization Notice	08/22	08/25	08/25	
	08-2520-S	Final Inspection	08/22	08/25	*	
	08-2997-S	Tank Replacement	08/25	08/26	08/26	
	08-2402-S	Final Inspection	08/26	08/27	*	
	07-1699-S	Site Evaluation	08/26	09/04	09/09	
08/14-08/20	08-3043-S	Major Repair	08/27	08/07	*	*penalty process
	07-5161-S	Final Inspection	08/14	08/15	08/15	
	08-2892-S	Authorization Notice	08/14	08/28	08/29	
	08-2907-S	Site Evaluation	08/15	08/22	08/27	
	08-2924-S	Tank Replacement	08/18	08/18	08/19	
	07-4936-S	Final Inspection	08/18	08/18	08/19	

	08-2914-S	Site Evaluation	08/18	07/24	08/21	
	07-1402-S	Final Inspection	08/19	08/20	08/21	*as-built/mat. list
	08-2940-S	Tank Replacement	08/19	08/21	08/22	
	08-2937-S	Permit to Construct	08/19	09/08	09/09	*planning sign-off
	07-0704-S	Final Inspection	08/20	08/20	08/21	
	08-2352-S	Permit to Construct	08/20	08/21	08/21	
	08-2837-S	Final Inspection	08/20	08/20	09/17	
08/07-08/13	08-2817-S	Tank Replacement	08/07	08/07	08/08	
	08-0459-S	Final Inspection	08/08	08/08	09/17	*as-built/mat. list
	08-2837-S	Major Repair	08/08	07/29	08/11	
	07-5146-S	Final Inspection	08/12	08/13	08/13	
	08-1989-S	Final Inspection	08/12	08/13	08/13	
	08-2862-S	Reinstatement	08/12	08/18	08/18	
	08-2874-S	Authorization Notice	08/13	08/14	08/14	
	08-2887-S	Authorization Notice	08/13	08/14	08/14	
07/31-08/06	08-1450-S	Final Inspection	07/31	08/01	08/11	*as-built
	08-2770-S	Permit to Construct	08/04	08/06	08/13	*no plot plan
	08-2777-S	Tank Replacement	08/04	08/08	08/08	
	08-2794-S	Permit to Construct	08/05	08/08	08/08	
	08-2781-S	Authorization Notice	08/05	08/08	*	*no plot plan
	08-2810-S	Tank Replacement	08/06	08/27	08/27	