



**MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' BOARD/STAFF  
MEETING – Monday, December 29, 2008  
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**COMMISSIONERS PRESENT:** Charles J. Hurliman, Chair  
Mark Labhart, Commissioner

**COMMISSIONER ABSENT:** Tim Josi (Vacation)

**STAFF PRESENT:** Paul Levesque, Facilities, Fleet and  
Contracts Director

**FILED**  
MAY 5 2011  
4:45 PM  
TASSI O'NEIL  
COUNTY CLERK

**STAFF PRESENT FOR PORTIONS OF THE MEETING:** Curtis Hesse, Administrator, Health Department; Karen Dye, County Treasurer; Michael Soots, Director, Information Services; Butch Parker, Director, Community Development and Su Yaremchuk, Staff Assistant.

**GUESTS:** John Gettman and Gus Meyer.

**CALL TO ORDER:** By Chair Hurliman at 9:01 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. There were no public comments at this time.

**ITEM NO. 2: DISCUSSION CONCERNING MODIFICATION #1 TO INTERGOVERNMENTAL AGREEMENT #3884 WITH NEAH-KAH-NIE SCHOOL DISTRICT #56 TO PROVIDE SCHOOL NURSING SERVICES FOR THE 2008-2009 SCHOOL YEAR and ITEM NO. 3: DISCUSSION CONCERNING MODIFICATION #1 TO INTERGOVERNMENTAL AGREEMENT #3888 WITH TILLAMOOK SCHOOL DISTRICT #9 TO PROVIDE SCHOOL NURSING SERVICES FOR THE 2008-2009 SCHOOL YEAR:** Curtis Hesse said the department has been providing these services under its cost for many years. Last year the contracts were increased by five (5%) percent because of economic pressures and this year they agreed to increase the amount only another five (5%) percent. The schools were told that next year we need to go to a full ten (10%) percent increase. This would bring us very close to being in line with our expenses to pay for the nurses' time. There was no provision in the contract on how to handle the number of hours when they go over the limit so we have put our actual cost of Sixty (\$60) Dollars per hour in the contract for each hour they go over the limit.

Commissioner Labhart verified that the two school districts have signed the agreements. The Nestucca School District has not signed their agreement but has agreed to the new terms. This will be carried forward to Wednesday.

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**ITEM NO. 4: DISCUSSION CONCERNING AMENDMENT #4 TO INTERGOVERNMENTAL AGREEMENT #113681 WITH THE OREGON STATE DEPARTMENT OF HUMAN SERVICES FOR THE SELF-SUFFICIENCY PROGRAM WITH ADULT AND FAMILY SERVICES and ITEM NO. 5: DISCUSSION CONCERNING AMENDMENT #5 TO INTERGOVERNMENTAL AGREEMENT #113681 WITH THE OREGON STATE DEPARTMENT OF HUMAN SERVICES FOR THE SELF-SUFFICIENCY PROGRAM WITH ADULT AND FAMILY SERVICES:**

Dr. Hesse explained the amendments are to the same agreement. Amendment #4 has a Forty-Two (\$42) Dollar per hour rate, which does not cover expenses. Amendment #5 corrects the amount to Sixty (\$60) Dollars. The state requires that Amendment #4 be signed as well as Amendment #5. Our public health nurses, when requested, go to the local Department of Human Services (DHS) and review cases and do health evaluations of the clients of the Self-Sufficiency Program.

Commissioner Labhart verified that DHS does not plan to cut the funding.

**TAKEN OUT OF ORDER ITEM NO. 6: HUMAN RESOURCES UPDATE:** Dr. Hesse said Dave Dickman sent an e-mail out this morning regarding three employment requisitions. One of the requisitions is to replace a physician assistant, who has resigned. Over this past year we have hired three mid-level providers; the one who is resigning, one who is part-time and one we're still waiting for her licensure paperwork to come through. At this time we have four providers and two openings. We have had to cut back at both satellite clinics (two days instead of five days a week at Rockaway Beach and two days instead of four at Cloverdale). Every day they have to send patients away because we do not have the providers to schedule them in unless it is three or four weeks ahead. Dr. Hesse said they are very anxious to fill this position and ask that it not be subject to the three month delay for personnel and they want the flexibility to go to a higher pay step.

Dr. Hesse said he also turned in an employment requisition for a physician because they want the flexibility to hire a qualified provider. They would really like a lady physician to provide for women's health issues.

Dr. Hesse said Diane Barnes, who passed away, was one of two public health program representatives. He described their duties. He was anxious to fill this position.

Dr. Hesse clarified that they were requesting two positions, one for a mid-level provider and one for a public health program representative. The third requisition is for a physician to fill the mid-level provider position if that opportunity should arise.

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Karen Dye said she did not think that the three month delay would be applicable to these two positions and it is not three new hires but it is the option to hire either a physician or physicians' assistant. If they found eligible candidates and want to offer the position at a higher step they would come to the commissioners for a discussion at that time. She felt these were critical positions and Dr. Hesse should be allowed to proceed.

There was consensus that human resources go ahead with the requisitions.

**OTHER:** Dr. Hesse reported that the community health council set up a strategic planning project starting in January which will be completed in February. They have selected Mary Murphy, who helped set up the Federally Qualified Health Clinic (FQHC) and former Deputy Health Director for Multnomah County. The Conference of Local Health Officials (CLHO) and the Northwest Health Foundation will cover the Four Thousand Six Hundred (\$4,600) Dollar expense. The Oregon Health & Science University (OHSU) Office of Rural Health is in the final stages of completing a very comprehensive health assessment of the health needs of Tillamook County. For the last six to eight months Tillamook County General Hospital, Tillamook Family Counseling Center, Rinehart Clinic and Tillamook County have been working on this. It will be ready for the strategic planning process.

Dr. Hesse reported Mr. Riggert asked to postpone further discussion about the purchase of the health clinic until after the first of the year. It is his intent to gift a major portion of the building to the health department. Dr. Hesse said the department is located in three different buildings and would like to cut down to two buildings. Mr. Riggert has proposed, if the department moves the public/environmental health section to one of the other buildings, to discount the rent at the other two buildings. The plan is to move public/environmental health into the clinic side or move them to the administrative building, which would mean moving the administrative portion into the clinic. The final move is to vacate the medical records room, when the electronic medical records are ready, and have public/environmental health and administration and the clinic all in the same building. The annual savings with Mr. Rigger's proposed move into two buildings will be almost Seventeen Thousand (\$17,000) Dollars. They hope to move the middle of next month, pending an agreement with Mr. Riggert.

Commissioner Labhart said he hopes Mr. Riggert's gift will be very large. He recommended Dr. Hesse work very closely with Karen Dye. Because of the budget shortfall there is the potential that the health department will be receiving less general fund dollars and would be paying more of the indirect charges. Dr. Hesse said Ms. Dye has been very forthright about this. He cautioned that the health department is the final part of the safety net for our community.

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Ms. Dye said as they move forward with a financial plan, everyone understands that all the services are important and necessary for the community. Dr. Hesse said his team has done a fine job of cutting costs and running a lean machine. Commissioner Labhart said Dr. Hesse deserved a huge amount of credit for turning the health department around. Dr. Hesse said the situation is pretty fragile and the key issue is we do not have providers.

Dr. Hesse said in November they had to return Fifty Thousand (\$50,000) Dollars to Medicare. Sizable amounts of money had to be returned for the last four or five years. He found records in 2006 where Sharon Williams protested to Medicare over this issue. They sought outside help, got some guidance and went back to Medicare and asked for a reopening of this year's Medicare cost report. Medicare responded by saying four or five years or more ago they were told by someone at the health department that the money they received from the federal and state governments were unrestricted funds and we could use them as we pleased. In fact these grant funds are restricted. The health department was taking the grant revenues and subtracting them from expenses, which impacted our revenues from Medicare. Based on the documentation Medicare will send back the Fifty Thousand (\$50,000) Dollars for this year and averaging Twenty-Five Thousand to Thirty Thousand (\$25,000 - \$30,000) Dollars for each of the two years prior to that. Dr. Hesse hopes they can go back further than 2006. Ms. Williams' tenacity has proved productive in this situation.

**ITEM NO. 7: INFORMATION SERVICES UPDATE: a) DISCUSSION CONCERNING CHANGE TO LONG DISTANCE SERVICE PROVIDER:** Michael Soots said he and the Board had discussed moving to a bulk minutes purchase for long distance services for the courthouse. Currently we get unlimited local calls and five thousand minutes of intra-lata each month. By changing we would net about Three Hundred (\$300) Dollars per month savings. The contract they are looking at for those services would be on a month-to-month basis but it does require a five year contract for telephone service and there would be a Fifty (\$50) Dollar savings. Mr. Soots said it looks like a good deal. Mr. Soots said it would run Six Hundred Fifty (\$650) Dollars per month for five years at a locked-in rate.

The consensus was for Mr. Soots to work with Paul Levesque to bring a contract to the commissioners for consideration.

**ITEM NO. 8: COMMUNITY DEVELOPMENT UPDATE: a) PERMIT REPORT and b) SANITATION REPORT:** Butch Parker said it has been slow. The snow and ice are keeping people away. Four plan reviews were done.

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**OTHER:** Mr. Parker said there is a public hearing on Wednesday concerning the buildable lands inventory for the City of Rockaway Beach. The city hired a consultant a couple of years ago and they did it all on their own. He got a call from Laren Woolley that the county never adopted the plan. The planning commission adopted it last month and the commissioners need to acknowledge it. There is nothing controversial.

Mr. Parker reported they are meeting with the Bunkers group next week about the golf course. They haven't shown any progress or submitted anything concrete that they have the financial capability to move forward. He gave them a couple months of leeway after they did not meet Bill Campbell's September first deadline. He talked with the port and they are aware of it and will send representatives to the meeting. Unless the Bunkers Group has a plan, next Tuesday they will probably have to pull the plug.

**ITEM NO. 9: BOARD OF COUNTY COMMISSIONERS' OFFICE ADMINISTRATIVE MATTERS: a) DISCUSSION CONCERNING LETTER OF UNDERSTANDING WITH WEST COAST TEMPS, INC. FOR TEMPORARY WORKERS FOR TILLAMOOK**

**COUNTY:** Su Yaremchuk said this provides for any temporary help the county may need during the year. It is the same contract as last year. Karen Dye said we hire flaggers and other help. In the future we may use West Coast Temps for some of the seasonal hires for the parks. This will be carried forward to Wednesday

**ITEM NO. 10: STAFF UPDATE/CALENDAR REVIEW & SCHEDULING/AGENDA REVIEW/SUGGESTION BOX/INTER OFFICE MATTERS:**

Sue Becraft was not present.

**ITEM NO. 11: BOARD CONCERNS – NON-AGENDA ITEMS & ANNOUNCEMENTS:**

Ms. Dye said she and Dave Dickman have appointments scheduled with the departments next week to talk about their budgets and to obtain information. She will put something together for the commissioners to look at in terms of this fiscal year. Over the weekend she did some forecasting for the 2009-2010 fiscal year.

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**ITEM NO. 12: PUBLIC COMMENTS:** There were none today.

There being no further business Chair Hurliman adjourned the meeting at 9:45 a.m.

**RESPECTFULLY SUBMITTED** this 5<sup>th</sup> day of May, 2011.

County Clerk: Tassi O'Neil

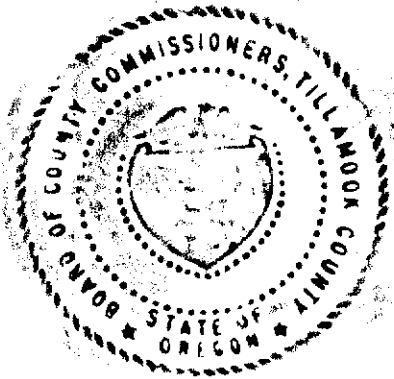
Susan L. Becraft  
Susan Becraft, Recording Secretary  
& Special Deputy

**APPROVED BY:**

[Signature]  
Chair

[Signature]  
Vice-Chair

[Signature]  
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, December 29, 2008, at 9:00 a.m.**

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

**BOARD OF COMMISSIONERS**

Charles J. Hurliman, Chair  
E-mail: [churlima@co.tillamook.or.us](mailto:churlima@co.tillamook.or.us)

Tim Josi, Vice-Chair  
E-mail: [tjosi@co.tillamook.or.us](mailto:tjosi@co.tillamook.or.us)

Mark Labhart, Commissioner  
E-mail: [mlabhart@co.tillamook.or.us](mailto: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](mailto:plevesqu@co.tillamook.or.us)

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

WATCH THIS MEETING ON TV: TLCTV Channel 14

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, December 29, 2008 9:00 a.m.**

**BOARD OF COMMISSIONERS**

1. Public Comment – Non-Agenda Items – Request to Sign Guest List
2. Discussion Concerning Modification #1 to Intergovernmental Agreement #3884 with Neah-Kah-Nie School District #56 to Provide School Nursing Services for the 2008-2009 School Year/Curtis Hesse
3. Discussion Concerning Modification #1 to Intergovernmental Agreement #3888 with Tillamook School District #9 to Provide School Nursing Services for the 2008-2009 School Year/Curtis Hesse
4. Discussion Concerning Amendment #4 to Intergovernmental Agreement #113681 with the Oregon State Department of Human Services for the Self-Sufficiency Program with Adult and Family Services/Curtis Hesse
5. Discussion Concerning Amendment #5 to Intergovernmental Agreement #113681 with the Oregon State Department of Human Services for the Self-Sufficiency Program with Adult and Family Services/Curtis Hesse
6. Human Resources Update/David Dickman
7. Information Services Update/Michael Soots
  - a. Discussion Concerning Change to Long Distance Service Provider
8. Community Development Update/Butch Parker
  - a. Permit Report
  - b. Sanitation Report
9. Board of County Commissioners' Office Administrative Matters/Su Yaremchuk
  - a. Discussion Concerning Letter of Understanding with West Coast Temps, Inc. for Temporary Workers for Tillamook County
10. Staff Update/Calendar Review & Scheduling/Agenda Review/Suggestion Box/Inter-Office Matters/Sue Becraft
11. Board Concerns – Non-Agenda Items & Announcements
12. Public Comments

**ADJOURNMENT**

**BOARD MEETINGS AND ANNOUNCEMENTS**

The Tillamook Library will **close** at **5:30 p.m.** on **Wednesday, December 31, 2008** through **Thursday, January 1, 2009** for the New Year's holiday.

The Tillamook County Courthouse and Administrative offices in the Jail and Justice Facility will be **closed** on **Thursday, January 1, 2009**, for the New Year's holiday. Oregon State Circuit Courts will also be closed.

The Commissioners will host a Meet and Greet gathering for Colonel Steven Miles, U.S. Army Corps of Engineers; the District 7 County Commissioners; State and Federal Senators and Representatives; and



some State agency representatives. The meeting will take place on **Tuesday, January 6, 2009** at **1:00 p.m.** at the Tillamook County Library, Senator Hatfield Room, 1716 Third Street, Tillamook, Oregon.

The Commissioners will hold a Workshop on **Wednesday, January 14, 2009** at **2:00 p.m.** with Tillamook County Ports, Cities, Special Districts and other entities interested in obtaining federal funding in the next fiscal year. A prioritized list of local projects will be developed to submit to Congress for funding. The Workshop will be held in the Commissioners' Meeting Rooms A & B in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook.

The Tillamook County Courthouse will be **closed** on **Monday, January 19, 2009**, in observance of Martin Luther King, Jr.'s Birthday. The State Circuit Courts will also be closed.

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 through June 2009 is as follows:

- January 13, 2009
- February 10, 2009
- March 10, 2009
- April 14, 2009
- May 12, 2009
- June 9, 2009

The Commissioners' evening meeting schedule is as follows:

January 21, 2009	Cape Kiwanda Community Center
February 18, 2009	Manzanita City Hall
March 18, 2009	Cape Kiwanda Community Center
April 15, 2009	Manzanita City Hall
May 20, 2009	Cape Kiwanda Community Center

All evening meetings will begin at 6:30 p.m.



12/26/2008

Dept. of Community Development - Building Section

Week Ending	Plan Review	Structural Inspections	Mechanical Inspections	M.D. insp.	Mileage for Inspectors	Electrical Inspections	Plumbing Inspections	Investigate Proj. check	Citations Issued	Stop Work Orders	Court Hours
11/26/08	3	59	27	0	1517	64	25	2	0	0	0
12/03/08	4	23	12	0	948	19	8	1	0	0	0
12/10/08	1	51	20	3	1361	38	33	5	0	0	0
12/17/08	9	40	16	1	1173	37	16	0	0	0	0
12/24/08	4	23	12	0	948	19	8	1	0	0	0
12/31/08											
01/02/09											
01/09/09											
01/16/09											
<b>Total</b>											
<b>YTD</b>	699	3246	1101	107	56919	2498	1472	119	0	9	0

For the week ending December 24, 2008

Submitted By: Roberta Bettis

**Sanitation Permit Intake: Nov 27th, 2008-Dec 31st, 2008**

Week	Permit #	Type	rec'd	field	approved	reason held
12/25-12/31						
12/18-12/24	08-3525-S	Final Inspection	12/19	10/23	12/22	
12/11-12/17	08-3980-S	Major Repair	12/11	12/01	12/18	
	08-4016-S	Minor Repair	12/12	12/17	12/18	
12/04-12/10	08-2488-S	Authorization Notice	07/11	06/18	12/04	*admin review
	08-3963-S	Authorization Notice	12/08	12/05	12/09	
	08-2653-S	Final Inspection	12/08	12/10	12/11	
	08-2982-S	Final Inspection	12/09	12/11		
	08-3998-S	Major Repair	12/10	12/05	12/11	
	08-4000-S	Site Evaluation	12/10	12/11	12/16	
11/27-12/03	08-3822-S	Final Inspection	12/01	12/01	12/01	
	08-2653-S	Partial Inspection	12/03	12/04	*	* final insp

**Sanitation Permit Intake: Oct 30th, 2008-Nov26th, 2008**

Week	Permit #	Type	rec'd	field	approved	reason held
11/20-11/26	08-3581-S	Final Inspection	11/21	11/21	11/21	
	08-2982-S	Final Inspection	11/24	11/24	*	*GWI installation
	08-3466-S	Tank Replacement	11/24	11/25		
11/13-11/19	08-2545-S	Final Inspection	11/18	11/19		
	08-2940-S	Final Inspection	11/18	11/19		
	08-0201-S	Final Inspection	11/19	11/20		
	08-3822-S	Tank Replacement	11/19	11/20	11/20	
11/06-11/12	08-3767-S	Minor Alteration	11/10	09/25	11/20	
	08-3763-S	Transfer	11/10	12/01	12/01	
	08-0813-S	Final Inspection	11/12	11/13	11/18	*water standing in trench
10/30-11/05	08-1850-S	Partial Inspection	10/30	10/30	*	*no pump
	08-3303-S	Final Inspection	11/03	11/04	11/14	
	08-2547-S	Final Inspection	11/03	11/03	11/03	

08-2291-S Final Inspection 11/05 11/06 12/08

\*as built

**Sanitation Permit Intake: Oct 2nd, 2008-Oct 29th, 2008**

Week	Permit #	Type	rec'd	field	approved	reason held
10/23-10/29	08-3507-S	Final Inspection	10/23	10/23		*as-built
	08-3637-S	Tank Replacement	10/24	10/27	10/28	
	08-3560-S	Final Inspection	10/24	10/27	11/06	*alarm box not in
	08-3653-S	Tank Replacement	10/28	10/29	10/29	
	08-3637-S	Final Inspection	10/28	10/29	11/06	*as-built
10/16-10/22	08-3560-S	Major Repair	10/16	10/13	10/16	
	08-3358-S	Final Inspection	10/20	10/20	10/21	
	08-3581-S	Tank Replacement	10/20	10/21	10/21	
	08-3582-S	Site Evaluation	10/20	10/23	10/28	
10/09-10/15	08-3483-S	Reinstatement	10/09	10/09	10/09	
	08-3166-S	Final Inspection	10/09	09/27	10/21	
	08-3507-S	Tank Replacement	10/13	10/14	10/14	
	08-3525-S	Tank Replacement	10/14	10/14	10/14	
	07-2335-S	Permit to Construct	10/15	10/15	10/15	
	08-3483-S	Final Inspection	10/15	10/15	10/20	
10/02-10/08	08-3248-S	Tank Replacement	10/02	10/03	10/03	
	08-3430-S	Site Evaluation	10/02	10/08	10/08	
	08-3461-S	Tank Replacement	10/03	10/06	10/14	
	08-0815-S	Final Inspection	10/06	10/06	10/06	
	08-0129-S	Final Inspection	10/06	10/07	*	*as-built
	08-3466-S	Authorization Notice	10/06	10/23	10/30	