

## COUNTY COURT JOURNAL

**MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' BOARD  
MEETING - Wednesday, November 28, 2012  
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**FILED**  
11:15 AM  
DEC 14 2012  
TASSI O'NEIL  
COUNTY CLERK

**WORKSHOP****COMMISSIONERS PRESENT:**

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

**STAFF PRESENT:**

Paul Levesque, Chief of Staff

**STAFF PRESENT FOR PORTIONS OF THE MEETING:** Mona Hamblen, Human Resources; John Boyd, Director, Community Development; Jana McCandless, Undersheriff; Kathy Lewis, Accounting Manager; Denise Vandecoevering, Assessor; and Sue Becraft, Board Assistant

**GUESTS:** Gus Meyer and Ken Malone

**CALL TO ORDER:** By Chair Josi at 8:34 a.m. in Commissioners' Meeting Room B.

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

**ITEM NO. 2: PUBLIC COMMENTS – NON-AGENDA ITEMS:** Ken Malone was present to learn more about county government. Chair Josi described how the board conducts formal business.

**ITEM NO. 3: DISCUSSION CONCERNING A RESOLUTION PROCLAIMING DECEMBER 6, 2012 AS "CIVIL AIR PATROL DAY" IN TILLAMOOK COUNTY, OREGON:** Commissioner Hurliman said this is an annual occurrence. There will be a presentation at the 10:00 a.m. meeting.

**ITEM NO. 4: DISCUSSION CONCERNING A PATIENT-CENTERED PRIMARY CARE INSTITUTE GRANT APPLICATION FOR LEARNING COLLABORATIVE TECHNICAL ASSISTANCE FROM THE OREGON HEALTH AUTHORITY:** Chair Josi said this grant is for the amount of \$5,000 - \$10,000 involving patient-centered care. This item will be carried forward to the 10:00 a.m. meeting.

**ITEM NO. 5: CHIEF OF STAFF REPORT: a) DISCUSSION CONCERNING A LETTER OF UNDERSTANDING WITH WORKFORCE CONSOLIDATION TEAM FOR TEMPORARY WORKERS:** Paul Levesque described the need for the agreement. Mona Hamblen said that we also use Barrett Business Services. We hire flaggers through WorkForce. This item will be carried forward to the 10:00 a.m. meeting.

**OTHER:** Mr. Levesque updated the board on Tillamook LightWave (TLW) and the current renegotiations with CoastCom on the Network Operators Agreement. He also

**MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' BOARD  
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reported on TLC Federal Credit Union's (TLC) review of the series of proposed agreements with the Nestucca Valley Community Alliance (NVCA) and TLC's insistence on an estoppel agreement with NVCA which includes a 180-day cancellation on the lease. Paul will be working with NVCA on trying to resolve this.

Mr. Levesque updated the board on the status of talks with the state Parks Department on a proposed management plan for Cape Kiwanda. State Parks is discussing whether they should take the lead on this effort. Mr. Levesque will follow up. Jana McCandless said that the Sheriff's Office, Nestucca Rural Fire District, and Pelican Pub should all be involved. Mr. Levesque said there are also many more stakeholders who would be included.

**OTHER:** Vice Chair Labhart provided an update on the Rails to Trails coalition and the issues that need to be resolved. There may be a non-profit group formed. He also discussed issues with the distribution of RV registration fees and a proposed bill between Oregon Parks and Recreation and the counties to make the distribution more equitable to counties with a 50/50 sharing. Senator Johnson has signed on to a bill by the Association of Oregon Counties (AOC) to do this.

Commissioner Hurliman left the meeting for an appointment.

There was discussion about how RV registration fees are presently distributed.

**ITEM NO. 6: STAFF REPORT: a) SUGGESTION BOX:** Sue Becraft reported that there were no suggestions.

She proposed January 9, 2013, at 2:00 p.m. for a workshop regarding federal funding priorities.

Chair Josi also suggested a special workshop for setting liaison positions with the Leadership Team being invited.

**ITEM NO. 7: BOARD CONCERNS – NON-AGENDA ITEMS:** There were none.

**ITEM NO. 8: PUBLIC COMMENTS:** There were none.

There being no further business Chair Josi adjourned the meeting at 9:10 a.m.

**MEETING**

**COMMISSIONERS PRESENT:**

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

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**STAFF PRESENT:**

Paul Levesque, Chief of Staff  
William K. Sargent, County Counsel

**STAFF PRESENT FOR PORTIONS OF THE MEETING:** None

**GUESTS:** Max Norris, Arlo Bannan, Michael Walsh, Ken Malone, Mary Faith Bell, Karen Schank, and Rick Kneeland

**CALL TO ORDER:** By Chair Josi at 10:00 a.m. in Commissioners' Meeting Room A.

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

**ITEM NO. 2: PUBLIC COMMENTS – NON-AGENDA ITEMS:** Rick Kneeland introduced Karen Schank, the new BLM Field Manager for the Tillamook Resource Area. She provided her background in Medford. Chair Josi suggested the board have a field tour of the Tillamook office and some BLM lands.

**ITEM NO. 3: CONSIDERATION OF A RESOLUTION PROCLAIMING DECEMBER 6, 2012 AS "CIVIL AIR PATROL DAY" IN TILLAMOOK COUNTY, OREGON:** Major Walsh introduced himself and CMS Norris and CMS Bannan, two local students. Each cadet described his interest and activities in Civil Air Patrol (CAP). Chair Josi read highlights of the resolution. Major Walsh stated they have seven aircraft in Oregon and 300 cadets. The role has been changing. Vice Chair Labhart thanked Major Walsh for the emergency services functions and, in particular, the airborne speaker system.

A motion was made by Commissioner Hurliman to sign Resolution #12-025 proclaiming December 6, 2012 as *Civil Air Patrol Day* in Tillamook County, Oregon. The motion was seconded by Vice Chair Labhart. The motion carried with three aye votes. The board signed Resolution #12-025.

**ITEM NO. 4: CONSIDERATION OF A PATIENT-CENTERED PRIMARY CARE INSTITUTE GRANT APPLICATION FOR LEARNING COLLABORATIVE TECHNICAL ASSISTANCE FROM THE OREGON HEALTH AUTHORITY:** Chair Josi said this grant is for \$5,000 - \$10,000 with no match for helping patient-centered care functions. It will provide staff certifications.

A motion was made by Commissioner Hurliman to apply for a Patient-Centered Primary Care Institute grant for learning collaborative technical assistance from the Oregon Health Authority. The motion was seconded by Vice Chair Labhart. The motion carried with three aye votes.

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**ITEM NO. 5: CONSIDERATION OF A LETTER OF UNDERSTANDING WITH  
WORKFORCE CONSOLIDATION TEAM FOR TEMPORARY WORKERS:** Mr.

Levesque said this agreement will provide for temporary flaggers.  
A motion was made by Vice Chair Labhart to sign a Letter of Understanding with WorkForce Consolidation Team for temporary workers. The motion was seconded by Commissioner Hurliman. The motion carried with three aye votes. The chair signed the letter.

**ITEM NO. 6: BOARD CONCERNS – NON-AGENDA ITEMS & ANNOUNCEMENTS:**

There were none.

**ITEM NO. 7: PUBLIC COMMENTS:** There were none.

Chair Josi welcomed Ken Malone. Chair Josi read the announcements.

There being no further business Chair Josi adjourned the meeting at 10:23 a.m.

**RESPECTFULLY SUBMITTED** this 14<sup>th</sup> day of December, 2012.

County Clerk: Tassi O'Neil

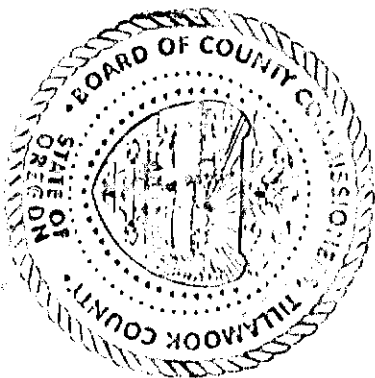
Susan L. Becraft  
Susan Becraft, Recording Secretary  
& Special Deputy

**APPROVED BY:**

Josi  
Chair

Michael Labhart  
Vice Chair

Charles J. Hurliman  
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, November 28, 2012**

**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**

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

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

Charles J. Hurliman, Commissioner  
E-mail: [churlima@co.tillamook.or.us](mailto:churlima@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 ONLINE: [tctvonline.com](http://tctvonline.com)  
OR ON TV: TCTV Channel 4

Friday – 1:00 p.m.  
Monday – 7:00 p.m.  
Thursday – 9:30 a.m.

Saturday – 3:30 a.m.  
Tuesday – 10:00 p.m.

Sunday – 7:00 p.m.  
Wednesday – 7:00 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.

## AGENDA

### WORKSHOP

CALL TO ORDER: Wednesday, November 28, 2012 8:30 a.m.

1. Welcome & Request to Sign Guest List
2. Public Comment – Non-Agenda Items
3. Discussion Concerning a Resolution Proclaiming December 6, 2012 as “*Civil Air Patrol Day*” in Tillamook County, Oregon/Charles Hurliman
4. Discussion Concerning a Patient-Centered Primary Care Institute Grant Application for Learning Collaborative Technical Assistance from the Oregon Health Authority/Marlene Putman
5. Chief of Staff Report/Paul Levesque
  - a. Discussion Concerning a Letter of Understanding with WorkForce Consolidation Team for Temporary Workers
6. Staff Report/Sue Becraft
  - a. Suggestion Box
7. Board Concerns – Non-Agenda Items
8. Public Comments

### ADJOURN

### MEETING

CALL TO ORDER: Wednesday, November 28, 2012 10:00 a.m.

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

### LEGISLATIVE – ADMINISTRATIVE

3. Consideration of a Resolution Proclaiming December 6, 2012 as “*Civil Air Patrol Day*” in Tillamook County, Oregon/Michael Walsh
4. Consideration of a Patient-Centered Primary Care Institute Grant Application for Learning Collaborative Technical Assistance from the Oregon Health Authority/Marlene Putman
5. Consideration of a Letter of Understanding with WorkForce Consolidation Team for Temporary Workers/Paul Levesque
6. Board Concerns – Non-Agenda Items & Announcements
7. Public Comments

### ADJOURN

## BOARD MEETINGS AND ANNOUNCEMENTS

The commissioners will hold a Workshop on **Tuesday, November 27, 2012** at **10:00 a.m.** with John Upton for a quarterly report on Tillamook County's Retirement Plan. The workshop will be held in the human resources **training** room at the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook.

The monthly Leadership Team Meeting of the County Board of Commissioners with the Tillamook County Elected Officials and Department Heads will be held on **Monday, December 3, 2012** at **8:00 a.m.** The meeting will be held in the commissioners' meeting Room B in the Tillamook County courthouse, 201 Laurel Avenue, Tillamook.

The commissioners will tour the Pacific City State Airport, 6355 Pacific Avenue, Pacific City, on Wednesday, **December 19, 2012** at **3:00 p.m.** with the Director of the Oregon Department of Aviation to discuss the future of the airport.

The county's holiday schedule and the AFSCME Union Agreement designate **December 24, 2012** as a holiday. Therefore, the Tillamook Library, the Tillamook County Offices in the courthouse and administrative offices in the jail and justice facility, Tillamook County Road Department, Tillamook County Community Development Department and health department and clinics will be **closed** on **Monday, December 24, 2012** to allow employees this time off. However, the State Circuit Court will be open on Monday.

The Tillamook Library, Tillamook County Courthouse, administrative offices in the jail and justice facility, Tillamook County Road Department, Tillamook County Community Development Department and health department and clinics will be **closed** on **Tuesday, December 25, 2012** for the Christmas holiday.

The commissioners' evening board meeting schedule is as follows:

December 19, 2012	Kiawanda Community Center
January 16, 2013	County Courthouse
February 20, 2013	Manzanita City Hall
March 20, 2013	Kiawanda Community Center
April 17, 2013	County Courthouse
May 15, 2013	Manzanita City Hall

There will be no evening meeting in November. All the evening meetings will begin at 6:30 p.m. except for the December 19, 2012 meeting, which will begin at 5:00 p.m.

**BOARD OF COMMISSIONERS'  
WORKSHOP**

**Wednesday, November 28, 2012**

	<b>Present</b>	<b>Absent</b>		<b>Present</b>	<b>Absent</b>
Mark Labhart	<u>✓</u>	<u>    </u>	Charles Hurliman	<u>✓</u>	<u>    </u>
Tim Josi	<u>✓</u>	<u>    </u>	Paul Levesque	<u>✓</u>	<u>    </u>

PLEASE PRINT

<u>Name</u>	<u>Address</u>	<u>Item of Interest</u>
<i>Gas Meyer</i>		<i>General</i>
<i>Ken Malone</i>		<i>General</i>
<i>Mona Hamblen</i>		<i>HR</i>
<i>John Boro</i>		<i>CD</i>
<i>Jana McCandless</i>		<i>general</i>
<i>Kathy Lewis</i>		<i>Treas</i>
<i>Dunise Vandeweyer</i>		<i>Assessor</i>

(Please use reverse if necessary)



# BOARD OF COMMISSIONERS' MEETING

Wednesday, November 28, 2012

	Present	Absent		Present	Absent
Mark Labhart	✓	_____	Charles Hurliman	✓	_____
Tim Josi	✓	_____	Paul Levesque	✓	_____
Bill Sargent	✓	_____			

PLEASE PRINT

Name	Address	Item of Interest
Max Norris, C/MSgt	9300 Willowbrook Dr Tillamook OR	
Arlo Banson, C/MSgt	1902 10 <sup>th</sup> St. Tillamook, OR	
Michael Walsh, MAJ	PDB 68 Cloverdale	
Ken Malone	505 Collins RD	
Mum Smith	HLF	
Karen Schank	BLM	Introductions
Rick Kneeland	4610 Third St.	BLM

(Please use reverse if necessary)

**GRANT WORKSHEET**

**FY 2011/2013 BUDGET**

Please check here if no salaries are funded by this grant. If the grant is funding all or part of an employees salary:  
**COMPLETE PAGE 2 OF THIS WORKSHEET**

**Funding Source Code**  
*For Accounting Department use only*

**County Fund & Dept Receiving Grant**  
 Tillamook County Health Department

**Award Period:**  
 Begin: Jan-13  
 End: Oct-13

<b>Common Name</b>	<b>Formal Name</b>
PCPCH Learning Collaborative	Patient-Centered Primary Care Institute

*Everyday name used within your department*                      *Complete formal name given to grant by funding source*

**PLEASE ATTACH COPY OF GRANT AWARD**

**Source of Funds**

*Where did the funding come from?*  
 Did the funds come directly to the county from the federal government?  
 Did the funds pass through the State of Oregon or another organization before arriving at the county?

**Grant Number:**  
 If Federal Grant: CFDA Number  
 If State Grant: Number assigned by state funding source

- |   |                         |             |
|---|-------------------------|-------------|
| <input type="checkbox"/> Direct, federal government, dept of  | _____                   | CFDA: _____ |
| <input type="checkbox"/> Indirect, federal government, dept of and State of Oregon, dept/division of    | _____                   | CFDA: _____ |
| <input type="checkbox"/> Indirect, federal government, dept of and another entity or organization       | _____                   | CFDA: _____ |
| <input checked="" type="checkbox"/> Direct, State of Oregon, dept/division of                           | Oregon Health Authority | _____       |
| <input type="checkbox"/> Indirect, State of Oregon, dept/division of via another entity or organization | _____                   | _____       |
| <input type="checkbox"/> Other  | _____                   | _____       |

**Total Amount of Award: \$ 5,000 - \$10,000**

Is this a new grant? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Match Requirement Amount <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No How Much: \$ _____ <input type="checkbox"/> Hard Dollar Match <input type="checkbox"/> In-Kind (IDENTIFY below)	Is this a multiyear grant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Payment Method: <input checked="" type="checkbox"/> Advance <input type="checkbox"/> Reimbursement		IF Yes: Amount Applicable to Current Budget Year: \$ _____
Reporting Cycle <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual	Grant Administrator:	Tammy Hickman
	Accounting Contact:	Marlene Putman

# Patient-Centered Primary Care Institute Learning Collaborative

The Patient-Centered Primary Care Institute is looking for 20 – 25 practices from across Oregon to participate in our first Learning Collaborative, running from January 2013 – October 2013.

The Institute is seeking practices who are not currently participating in another medical home learning collaborative. Practices interested in participating must fill out an application – applications must be submitted no later than November 30, 2012.

## Selected Practices Will Receive:

- Face-to-face learning opportunities for key practice staff
- Personalized practice support (in-person, conference calls and web)
- Access to an online technical assistance network and tools
- \$5,000 - \$10,000 stipend to defray cost of participation

## Participating Practices Must Commit to:

- Attending three face-to-face Learning Collaborative sessions
- Measuring and reporting progress
- Dedicating at least 2 – 4 hours per week for planning and implementation
- Completing work between sessions with the guidance of a coach assigned by the Institute

## Topics Addressed in the Collaborative

- Practice Leadership & Change Management
- Quality Improvement
- Team-Based Care
- Behavioral Health Integration
- Access
- Patient & Family Engagement
- Care Management
- Care Coordination & Integration

## Apply to participate!

Click [here](#) to submit an application. The application will gather basic information and gauge practice readiness. Applications must be submitted by November 30, 2012.

*The Patient-Centered Primary Care Institute is a public-private partnership between the Oregon Health Authority, Oregon Health Care Quality Corporation, and the Northwest Health Foundation.*



Learn more at [PrimaryCareHome.oregon.gov](http://PrimaryCareHome.oregon.gov)

Learn more about Quality Corp at [Q-corp.org](http://Q-corp.org)

## Want more information?

For more information about the Learning Collaborative please attend an informational webinar. Attending a webinar is not required before applying, but may provide assistance to practices assessing their ability to participate.

Informational webinars will be held on the following dates:

**Tuesday, November 6**  
**8:00 am – 9:00 am**  
*Click [here](#) to register*

OR

**Thursday November 15**  
**12:00pm – 1:00pm**  
*Click [here](#) to register*

*Please note: Webinar content will be the same.*

If you are unable to attend a webinar or if you have additional questions you may also contact us:

Susan Kirchoff  
Senior Director of Programs  
Quality Corp  
[susan.kirchoff@q-corp.org](mailto:susan.kirchoff@q-corp.org)  
(503) 972-7835

# Patient-Centered Primary Care Institute

*The Patient-Centered Primary Care Institute advances Patient-Centered Primary Care Home (PCPCH) practice transformation in Oregon by bringing together technical experts, health care providers and staff, patient advisors, policymakers, health plans, academic centers and other stakeholders to increase the capacity and quality of technical assistance services and share valuable knowledge and resources. The Patient-Centered Primary Care Institute is a public-private partnership between the Oregon Health Authority, Oregon Health Care Quality Corporation, and the Northwest Health Foundation.*

The Institute provides a broad array of technical assistance to practices in all stages of transformation, from those looking to begin the transformation process to recognized primary care homes looking to improve their performance in one or several areas. The Institute not only helps practices to meet the requirements for PCPCH recognition but also to move beyond the checklist and realize Triple Aim outcomes.

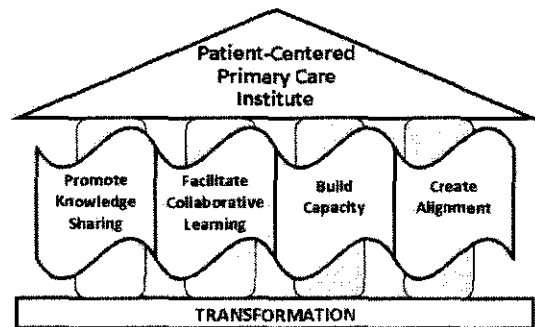
## Objectives

**Promote knowledge sharing** through a comprehensive website with easy access to tools, resources, online learning, best practice information and networking opportunities

**Facilitate collaborative learning** using a network of technical assistance providers who provide face-to-face learning and practice facilitation to selected practices

**Build capacity** for ongoing primary care transformation by offering opportunities for technical assistance providers to collaborate and deploy resources collectively through networking and train-the-trainer programs

**Create alignment** by coordinating efforts with other practice transformation initiatives in Oregon to leverage resources, maximize benefits for practices and accelerate transformation



## Key Strategies

The Institute will achieve these objectives by developing a comprehensive technical assistance website, hosting monthly webinars on core practice transformation topics, forming a Learning Collaborative to provide face-to-face learning opportunities and individualized coaching to select practices, and establishing a train-the-trainer program for quality improvement professionals.

November 2012 - Select Technical Assistance providers and recruit practices for Learning Collaborative

January 2013 - Learning Collaborative and monthly webinars begin

December 2012 - Institute website launch

Questions or requests for more information may be directed to: Susan Kirchoff, Senior Director of Programs, Quality Corp via email to [susan.kirchoff@q-corp.org](mailto:susan.kirchoff@q-corp.org) or phone to (503) 972-7835.



PATIENT-CENTERED  
PRIMARY CARE HOME PROGRAM

OREGON HEALTH CARE  
QUALITY  
CORPORATION

Learn more at [www.PrimaryCareHome.oregon.gov](http://www.PrimaryCareHome.oregon.gov)

Learn more about Quality Corp at [Q-corp.org](http://Q-corp.org)