

JUN 23 2014

TASSI O'NEIL
COUNTY CLERK

**MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' LEADERSHIP
TEAM MEETING – Monday, June 2, 2014
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WORKSHOP

COMMISSIONERS PRESENT:

Bill Baertlein
Mark Labhart
Tim Josi

STAFF PRESENT: Paul Levesque, Chief of Staff; Tassi O'Neil, Clerk; Deb Clark, Treasurer; Sara Charlton, Librarian; Bill Sargent, County Counsel; Dan McNutt, Surveyor; Emily Hurliman, Circuit Court Administrator; Dan Krein, Director, Juvenile Department; Andy Long, Sheriff; Joel Stevens, Justice of the Peace; Denise Vandecoevering, Assessor; Del Schleichert, Director, Parks Department; Liane Welch, Director, Public Works; Michael Soots, Director, Information Services; Gordon McCraw, Director, Emergency Management; Marlene Putman, Administrator, Health and Human Services and Executive Director, Commission on Children and Families; Mona Hamblen, Director, Human Resources; and Travis Porter, Facilities Maintenance Manager.

CALL TO ORDER: By Chair O'Neil at 8:04 a.m. in Commissioners' Meeting Room B.

ITEM NO. 1: ANNOUNCEMENTS/INTRODUCTIONS: Bill Sargent said he is updating the fire evacuation plan and will report next month.

ITEM NO. 2: NEWSWORTHY DEPARTMENT UPDATES: Deb Clark said the budget was approved with one minor change to the Transient Lodging Tax funds. There will be a public hearing on June 18 to adopt the budget. Ms. Clark reminded everyone of the year end accounting dates.

Sara Charlton distributed schedules for summer programs. She described the new "Mango" software for languages. They have 30,000 e-books. The price is going up 400 percent so they are exploring options. They are exploring e-magazines and downloadable music. Ms. Charlton described repairs at the Library.

Bill Sargent reported on the CPR/AED class a couple of weeks ago. It is quiet on the litigation front.

Commissioner Labhart updated everyone on the Transient Lodging Tax (TLT) program. We may receive more than estimated. The Transient Lodging Tax Advisory Committee has been appointed.

Commissioner Labhart said the Governor will be here today to talk about a new initiative. The Oregon Coastal Species plan has been developed by the Oregon

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Department of Fish and Wildlife (ODFW) and will be adopted by the Fish and Wildlife Commission. There will be a hearing on state parks' acquisition of the Beltz farm. The State Parks moratorium on developing Cougar Valley is almost over.

Commissioner Labhart talked about the upcoming meeting on the Pacific City buoy. Congress may provide funding for roads. West Consulting has completed the flood study. He thanked Dan McNutt for the survey work. Commissioner Labhart will be meeting with a person about Hawk Street Road. The Waltons will be donating land for the road.

Commissioner Josi said he is going before the Oregonian Editorial Board to talk about the Wyden/DeFazio bill. Things are moving along with revamping the state forest management plan. He felt we have a good case on the upcoming Coho litigation.

Dan McNutt reported on the topographical work he completed on the Nestucca flood plain. He got a new copier that replaced the old one at no fee.

Emily Hurliman said the live access on May 12 went well for Multnomah County. Our public terminal also allows access. The Chief Justice will be here Friday. She described use of the public terminal.

Dan Krein said he has been on call this last week of school.

Travis Porter said they have been down one FTE.

Joel Stevens said they are back to full staff. They are getting caught up. They are into the busy season. The transition to same-sex marriage went smoothly.

Denise Vandecoevering thanked staff for the carpet replacement work.

Del Schleichert said they have been at or near capacity. They are putting in new water lines at Trask and Barview. They are prepping for new cabins.

Liane Welch distributed hour changes and prices for the Transfer Stations. She talked about the composting/yard debris program. She also distributed the list of summer projects (see attached). She described the work at Hanneman's corner on Resort Drive. There will be a board workshop on Cape Meares Loop Road. Federal Highways may pay for the \$17 million project. The Third Street work at the bowling alley is out to bid. Ms. Welch described the "Void of Leadership" program she is working on.

Michael Soots is disposing old equipment. They are working on a new website for the Library, which he described. He discussed GIS tools being adapted. A GIS committee is

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being formed. They are working on e-permitting with the Community Development Department. They are installing wireless in the Courthouse for employees only. This is a high priority. There will be training. There will be new credit card standards requiring additional training. This month's training will be on video conferencing rooms.

Gordon McCraw asked Department Heads to review the Continuity of Government plan (see attached). He reviewed the succession plan and asked for comments. There is currently a state grant to identify potentially isolated areas in a subduction zone earthquake. If he gets an AmeriCorps Volunteer, the person will be used for developing preparedness in South County, since there are no incorporated cities.

Andy Long said no one attended the annual land sale. He discussed personnel changes in his department. He discussed the article in The Oregonian showing the lowest recidivism for Tillamook County. He said about 80 – 90 percent of the drug dealers are in jail.

Commissioner Baertlein updated efforts for a lease agreement at the Port of Tillamook Bay for the dog shelter. He discussed efforts in projects on Hoquarten Slough. He discussed the Food Roots hoop houses at the Port.

Marlene Putman said students want to volunteer at the animal shelter. The Tillamook Clinic is staffed from 5:00 a.m. to 7:00 p.m. five days per week. The Tillamook clinic is now open 8:00 a.m. to 7:00 p.m. five days a week. Patients can usually be seen the same day. North and South clinics are open 8:00 a.m. to 5:00 p.m. They have had a 43 percent increase in dental care. She described all the grant activities. They received a \$400,000 grant for brownfields. She discussed Cover Oregon and the federal exchange. Their uninsured rate at the clinic has dropped from 40 percent to 20 percent. She described the phone problems being resolved.

Paul Levesque outlined the letter the board sent to the Secretary of State concerning the county's intent to discontinue written minutes beginning July 1 and instead use the audio recordings as the permanent record. The letter also seeks assurance from the Secretary of State that the public portal in ORMS will be functional within the next two years since the audio records will be on the county server for public access only until the public portal becomes effective. We will only have about two years of capacity on our server.

Mr. Levesque also updated information on the current Request for Proposal (RFP) for an Energy Savings Performance Contract (ESPC) and its relationship to looking at a new court facility. He also described current information being sought by the Association of Oregon Counties and the Chief Justice on the need for state bond monies as match for such projects.

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Mona said the Teamsters negotiations will begin in the next week or so. Sheriff Long said we are ten percent above on the most recent salary survey. They also do not pay any portion of their insurance. The Teamsters at the Tillamook County Creamery Association are prepared to strike if they don't get a 20 percent increase. The July 1 COLA will be paid on the July 31 pay check. The FMLA/OFLA training will resume. Contact Diane Lyda. The Relay for Life fundraiser was successful. Newsletters will be on-line as soon as Ms. Lyda is trained.

Tassi O'Neil is working on write-ins for the election. She described the function of precinct committee positions and the process for write-ins. She discussed an issue involving a marriage by phone. They will be getting a new voting machine.

ITEM NO. 3: DATE AND TIME OF NEXT MEETING: July 7, 2014 at 8:00 a.m.

There being no further business Chair O'Neil adjourned the meeting at 10:47 a.m.

RESPECTFULLY SUBMITTED this 23rd day of June, 2014.

County Clerk: Tassi O'Neil

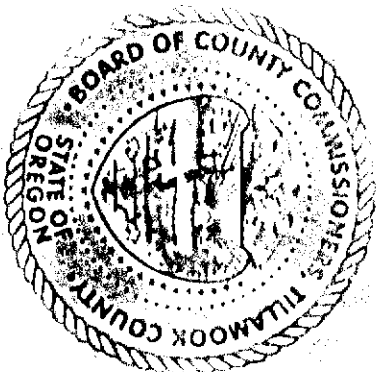
Susan L. Becraft
Susan Becraft, Recording Secretary
& Special Deputy

APPROVED BY:

Bell Butler
Chair

Vonnie
Vice Chair

Frank Sabat
Commissioner



NOTICE OF LEADERSHIP TEAM MEETING

of the

TILLAMOOK COUNTY BOARD OF COMMISSIONERS
with Tillamook County Elected Officials
and Department Heads

to be held

Monday, June 2, 2014 at 8:00 a.m.

Commissioners' Meeting Rooms A & B
County Courthouse, 201 Laurel Avenue, Tillamook, Oregon

BOARD OF COMMISSIONERS

Bill Baertlein, Chair
E-mail: bbaertle@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>

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

CALL TO ORDER: Monday, June 2, 2014 8:00 a.m.

1. ANNOUNCEMENTS/INTRODUCTIONS

NEW BUSINESS

OLD BUSINESS

2. Newsworthy Department Updates

FUTURE BUSINESS

3. Date and Time of Next Meeting – July 7, 2014 at 8:00 a.m.

ADJOURN

BOARD MEETINGS AND ANNOUNCEMENTS

The commissioners will hold an executive session on **Friday, June 6, 2014 at 8:00 a.m.** pursuant to ORS 192.660(2)(i) to conduct a performance evaluation. The executive session will be in the commissioners' meeting room B of the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook. The executive session is not open to the public.

The commissioners will meet with representatives of the Grand Ronde Tribes for their regular quarterly meeting on **Thursday, June 12, 2014 at 12:00 noon** in a conference room at the Spirit Mountain Casino, 27100 Salmon River Hwy, Grand Ronde, Oregon.

The commissioners will hold an executive session on **Monday, June 23, 2014 at 8:30 a.m.** pursuant to ORS 192.660(2)(i) to conduct a performance evaluation. The executive session will be in the commissioners' meeting room B of the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook. The executive session is not open to the public.

The Commissioners' **evening meeting** schedule will resume in October.

**BOARD OF COMMISSIONERS'
LEADERSHIP TEAM
MEETING**

June 2, 2014

PLEASE PRINT

Name Paul Levesque

Tassi O'Neil

Clerk

Deb Clark

Sara Charlton

Library

Bill Sargent

Counsel

Mark Lobhart

BOC

DAN MCNUFF

SURVEYOR

Emily Hurstman

Circuit Court

Dan Krein

Jus Dept

Andy Long

Sheriff

Joel Stevens

Justice Court

Deise Vandervoort

Assessor

DEL SCHLEICHERT

PARKS

Liane Welch

Public Works

Michael Seals

Z. S.

Gordon McCraw

TCM

TIA JOH

BOC

(Please use reverse if necessary)

Bill Bunter

BOC

Marlene Pittman

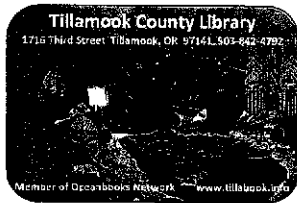
Health Human Services

Mona Hamblen

HR

Travis Porter

maint.



Library Card

Your Passport to the World

2014 ADULT SUMMER READING PROGRAMS



Richard W. Etulain June 11 5:30pm

Oregon Humanities Conversation Project - A State of Change: Oregon's Evolving Identities- will discuss various historical identities of Oregon, including an eden of freedom and verdancy, a laboratory of democracy and a land of logging. Participants will be challenged to consider their own definitions of Oregon's identity and how diverse interpretations of Oregon might help us understand the past, present and future of our state.



Rebecca Harrison June 17 6:30pm

Rebecca Harrison is a maritime researcher and world traveler. Born and raised in Oregon, Harrison taught high school students with disabilities for sixteen years. Rebecca, an avid writer, coauthored her first book, *Child Abuse: A Guide for Professionals*, with Dr. Jean Edwards in 1983. Rebecca has a new book out coauthored with Daniel Cowan, *Portland's Maritime History* with Arcadia publications. She will be releasing a paperback about steamboats called, *Aboard the Portland: A History of the Northwest Steamers* this year. She is also working on a funny travel and history book about South Korea and a new autobiographical work about surviving a violent childhood.



Michael Hibbard & Ethan Seltzer June 18 1-2:30pm

Oregon Humanities Conversation Project Toward One Oregon: Bridging Oregon's Urban and Rural Communities-Every state has a legacy of truths—stories residents tell to explain why things are how they are. When those truths conflict, as they inevitably do, the result is political, social, and cultural tension. In Oregon, tensions manifest themselves as wet versus dry, the valley versus the east side, and, perhaps most fundamental, urban versus rural. Our state's conflicting truths can bedevil and sometimes paralyze us despite our shared state borders and public processes. The aim of this conversation is to explore and imagine what unifies Oregon.



Jim Lommasson June 26 5:00pm

Oregon Conversation Project - Life After War: Photography and Oral Histories of Coming Home-When does a war end? Does it ever? Many returning soldiers bring wars back with them, and these wars can reach beyond the battlefield or firefight, infiltrating the very thing that defines comfort and safety: home. The trials of homecoming are vast and complex. Photographer Jim Lommasson has collected oral histories from returning soldiers and documented their struggles at home. In this conversation, participants will consider the wars at home faced not only by returning veterans, but also by communities at large.



Peace Corps Volunteers July 2 5:30-7:00pm Open House

Returned Peace Corps volunteers from our local area will share display items and photos from the countries where they served abroad.



Edward & Caitlin Olara July 9 6:00pm

Edward and Caitlin Olara, from Kampala, Uganda, will share stories about their life in Uganda. Edward's music and music videos are played on Ugandan TV and radio stations.



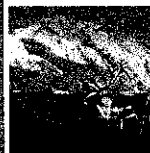
Tom Grant July 16 6:30pm

TOM GRANT, master instrumentalist and singer, plays jazz piano with the harmonic sophistication and deep sense of swing that only comes from more than four decades on the bandstand. His recordings have consistently landed at the top of the New Adult Contemporary (NAC)/Smooth Jazz charts, a genre of music Tom helped pioneer in the '80s.



Adam Miller July 30 6:30pm

For over two decades, award-winning folksinger, storyteller and autoharp virtuoso, Adam Miller, has presented multi-cultural folk music programs at libraries and schools throughout the United States. His family-oriented concert is suitable for audiences of all ages.



Alaska Night Readings August 13 7:00pm

Nancy Slavin - Moorings

Dan Bern - The Gods of Second Chances

C.B. Bernard - Chasing Alaska: a Portrait of the Last Frontier Then and Now

Tillamook County Transfer Stations – Proposed Trial FY 2014-15

	<u>Currently</u>	<u>Proposed change</u>
Opening hours		
Pacific City	Friday-Saturday 9-4	Friday-Saturday 9-4 Memorial Day thru Labor Day: Friday-Sunday 9-4
Manzanita	Thursday-Sunday 10-4 Memorial Day thru Labor Day	Thursday-Sunday 10-4 Memorial Day thru Labor Day:
Tillamook	Thursday-Monday 10-4 Daily 8-4	Thursday-Monday 10-4 Daily 8-4
Basic charge		
Pacific City	\$33/cubic yard	\$105/ton (5.25 ¢/lb)
Manzanita	\$40/cubic yard	\$105/ton (5.25 ¢/lb)
Tillamook	\$84.50/ton	\$89/ton (4.45 ¢/lb)
Franchise haulers	\$71.50/ton	\$71.50/ton
Minimum fee		
Pacific City	\$15	\$8.00
Manzanita	\$3	\$5.00
Tillamook	\$17	\$17.00
Yard Debris		
Pacific City	\$8/cubic yard	\$12/cubic yard
Manzanita	\$18/cubic yard	\$12/cubic yard
Tillamook	\$84.50/ton	\$75/ton (\$10 minimum)
Franchised haulers	\$71.50/ton	\$65/ton
Asphalt shingles		
Pacific City	-	-
Manzanita	-	\$80/ton
Tillamook	\$84.50/ton	\$71.50/ton (\$10 minimum)
Franchised haulers	\$71.50/ton	\$61.50/ton

PUBLIC WORKS DEPARTMENT



503 Marolf Loop Road
Tillamook, Oregon 97141
Roads (503) 842-3419
Solid Waste (503) 815-3975
FAX (503) 842-6473
Email: pubwks@co.tillamook.or.us
TTY Oregon Relay Service

Land of Cheese, Trees and Ocean Breeze

May 15, 2014

By: Liane Welch, P.E., Director

Upcoming 2014 Summer projects

The Road Department appreciates the voter's passage of the General Obligation Bond last May and the Transient Lodging Tax in November. We are planning road improvement and bridge maintenance projects across the County this summer. This additional funding is allowing us to get these projects done. The following projects will impact the traveling public. If you have questions please call us at 503-842-3419.

July 7 - July 24
Latimer Road Project: Sollie Smith to just before the railroad tracks. This road will be closed to through traffic. Latimer Road will be opened for local access only, getting residents into their driveways, getting mail delivered and garbage picked up. Emergency Services will be accommodated as a high priority. Construction is due to begin after July 7 and to last approximately 4 weeks. It is recommended that residents and users of the road wash their vehicles. The project will consist of rehabilitating the road with a cement treated base and then paving. All other traffic will be detoured on to Wilson River Loop East-West (WRL E-W).

← out for bid
Brickyard Road Project: This will be a full road closure with signed detours. The project consists of replacing a culvert, and repairing the dip in the road. The project is located at Mile Post .48, east of Long Prairie Road. The Call for Bids for Contractor's will be advertised starting May 21. Bids are due June 12th. The closure should be less than 3 weeks, when we get a Contractor under Contract we will inform the public of the schedule. This project is funded by a partnership with grants from the Oregon Watershed Enhancement Board, the USFWS, Whole Watershed Restoration Initiative, the Tillamook Bay Watershed Council, the Tillamook Estuaries Partnership, and the Road Department

← mid-August
Netarts Bay Drive: This will be a full closure with signed detours at Rice Creek, located just north of Bilyeu. The contractor will be repairing the Rice Creek Bridge; the bridge deck needs to be removed to install new pilings. Construction is planned for 2 weeks in July.

← July - beginning
Slab Creek Road: This will be a full closure with signed detours at approximately Mile post 2.4. The contractor will be repairing Jim Creek Bridge which is located just before the Neskowin Valley School. The road will not close before June 23, 2014, the last day of school. Construction is planned for 2 weeks.

June 16 - July 2
Brooten Road: State Hwy 101 to Fisher Road. This project is planned for paving and some cement treated base work. At this point, we do not envision that the road will need to be closed, but traffic delays of 20 minutes will occur. Construction is to begin in June for approximately 3 to 4 weeks. To prevent frustration from the 20 minute delay, residents are encouraged to use Resort Drive.

← June 9
Foss Road: This will be a one lane bypass or traffic controlled closure at approximately Mile post 6.5. The contractor will be replacing an existing culvert. Construction is to begin around the 3rd week in May for approximately 4 weeks.

Tillamook County Road crews will also be completing the 2013 paving which will include paving portions of North Fork Road, Foss Road, Tohl Road, Front Street, Fairview Road, Vaughn Road, Sollie Smith Bridge approach, Bay Ocean Road and Kilchis River Road. We will then start with the 2014 paving plan, and pave 2 miles on the Miami Foley Road and pave a portion of Necarney City Road.

We understand that this construction will be an impact to our community. The Tillamook County Road Department thanks the public for their patience and cooperation during this time. Remember, slow down in road construction work zones and drive carefully.

to appropriately allocate resources necessary for providing critical services during an emergency.

OEM has set forth the following criteria necessary in declaring a local emergency:

- Describe the circumstances impacting an identified area;
- Identify the problems for which assistance is needed; and
- Clearly state what has been done locally to respond to the impact and needs.

The local declaration process for Tillamook County involves an escalation through the BOC and a formal request through the EMD or designee (Emergency Manager [EM]) in Tillamook County. The County EM contacts OEM via the OERS, and decisions for allocation of state resources to support the response are made. If individual cities request emergency declarations, the requests will be made through the County EM and may be delivered by the mayor or other designated city officials per the procedures outlined in the city's EOP, if applicable.

During a suspected or confirmed Public Health Emergency, the County Health Officer in conjunction with the Health Administrator advises the BOC to make a declaration; the declaration is made through the County Emergency Manager, who then contacts OEM through OERS. Human isolation and quarantine issues will be addressed by the County Health Officer/Administrator. A court order to implement formal procedures must be requested and issued through the County Court. Isolation and quarantine measures would then be implemented and enforced through local law enforcement agencies within the county.

Animal quarantine measures will be implemented through the County Health Department and DO NOT require a court order. Most likely, support from State agricultural agencies and the Oregon Department of Human Services (veterinarian services) would be included in these procedures.

1.4.2 Resource Request and Allocation

Refer to ESF-7 for more detailed information on available resources and coordination procedures established for the county. Resource requests and emergency/disaster declarations must be submitted from county Emergency Management to the Director of OEM according to provisions outlined under ORS Chapter 401.

The executives of the incorporated cities within Tillamook County are responsible for the direction and control of their community resources during emergencies. The executive of each city is responsible for requesting additional resources

required for emergency operations. All requests for assistance are to be made through the Tillamook County Office of Emergency Management. Subsequent requests for assistance are processed through the county office to the state.

In the case of emergencies involving fires that threaten life and structures, the Conflagration Act (Oregon Revised Statute [ORS] 476.510) can be invoked by the Governor through the Office of State Fire Marshal. The act allows the State Fire Marshal to mobilize and fund fire resources throughout the state during emergency situations. The local Fire Chief and County Fire Defense Chief assess the status of the incident(s) and, after determining that all criteria for invoking the Conflagration Act are met, notify the State Fire Marshal via OERS. The State Fire Marshal reviews the information and notifies the Governor, who in turn, authorizes the act.

Resource Typing

Resource typing is a method for standardizing the nomenclature used when requesting equipment and managing resources during an incident. It is the method approved by NIMS for ordering supplies and providing mutual aid to partners in an emergency event.

Within many of the resource types are divisions for size, power, or quantity. These are commonly listed as Type I, Type II, Type III, and so on. If interpreted properly, a resource typing list can increase the usefulness of the tools requested during an emergency and may reduce costs by eliminating orders for inaccurate or inappropriate equipment for the situation. Response personnel and support staff should practice using resource typing lists and become familiar with the standard terminology for commonly requested resources. Resource typing forms are located in Appendix A, Templates and Forms. Resource typing lists are also maintained and updated by Tillamook County Office of Emergency Management.

1.4.3 Lines of Succession

Lines of succession for authority during an emergency are designated for the following positions:

- County Commissioners, followed by elected officials outlined in the County COOP/COG
- Emergency Management Director
- Emergency Management Deputy Director

The line of succession for County Commissioners is:

- Surviving County Commissioners
- Tillamook County Sheriff
- Tillamook County Justice of the Peace
- Tillamook County Treasurer
- Tillamook County Clerk
- Tillamook County Assessor

- Director of Office of Emergency Management

Each county department is responsible for pre-identifying staff patterns to show a line of succession in the absence of management. Lines of succession to each department head are established according to the standing operating procedures drawn by individual agencies and organizations. All employees must be trained on the protocols and contingency plans to maintain leadership within the department. The Tillamook BOC (or their designee identified above) will provide guidance and direction to department heads to maintain continuity of government and operations during an emergency.

1.5 Liability

Liability issues and potential concerns among government agencies, private entities, other response partners, and across jurisdictions are addressed in existing mutual aid agreements and other formal memorandums that have been established for Tillamook County and its surrounding areas. Copies of these documents can be accessed through the County Office of Emergency Management. During an emergency situation, a local declaration may be necessary to activate these agreements and allocate appropriate resources.

1.6 Safety of Employees and Family

Tillamook County government may suspend operations during the first 24 hours following the onset of an emergency incident or disaster. All department heads or designees are responsible for the safety of employees. Employees should attempt to make contact with their supervisors and managers within the first 24 hours following an incident. 9-1-1 should not be utilized as a common communication mechanism unless it is reflective of a need for emergency assistance or resources.

Initially, the Courthouse Maintenance Director or designee will conduct a survey to determine available alternate facilities. This information will be provided to the County EOC immediately. Certified structural engineers will approve existing structures for occupancy and would be requested by County EM through OEM. In addition, damage assessments and departmental reports accounting for all personnel will be reported to the EOC as soon as they become available.

During biological incidents or public health emergencies such as influenza pandemics, maintaining a resilient workforce is essential to the overall response activities needed to protect the community and overall county from significant impacts to human lives and the economy. Thus, the goal is to provide tools for personnel to protect themselves and their families while also providing health and medical services during a pandemic or other public health emergency.

Understanding the psychosocial issues and needs common to pandemics while educating and training personnel and support staff is important to minimize fear and concern among the public health and medical workforce. The Tillamook County Health Department and Tillamook County General Hospital are currently developing a number of procedures, plans, policies, and public information and

1. Introduction

educational outreach initiatives to begin addressing issues unique to these types of incidents. More information is presented in ESF 8 as well as in the IAs of this EOP.

Procedures are established for providing emergency relocation info and alternate duty assignments to employees. The existing process is for employees to call the County EOC (currently 503.842.3412). Further information regarding this process can be found in the County COOP/COG Plan. Individual agencies may maintain department SOPs including employee relocation plans. These procedures should be implemented prior to implementation of the county plans.

1.7 Financial Management and Expense Tracking

Refer to ESF-5 and ESF-14 for additional information regarding financial management procedures throughout an emergency or disaster. Roles and responsibilities supporting this function will be accomplished according to ICS/NIMS standards and will be carried out through the incident command structure implemented at the county EOC during an incident.

Expenditure reports should be submitted to the BOC and managed through the Treasurer's Office to identify any budgetary shortfalls. In addition, copies of expense records and all supporting documentation should be submitted for filing FEMA Public Assistance reimbursement requests.