

**MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' LEADERSHIP
TEAM MEETING – Monday, October 5, 2015
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FILED
NOV 5 2015
TASSI O'NEIL
COUNTY CLERK

WORKSHOP

COMMISSIONERS PRESENT: Tim Josi
Bill Baertlein

COMMISSIONER ABSENT: Mark Labhart (Meeting in Salem)

STAFF PRESENT: Tassi O'Neil, Clerk; Mona Hamblen, Director, Human Resources; Sara Charlton, Librarian; Emily Hurliman, Administrator, Circuit Court; Dan Krein, Director, Juvenile Services; Andy Long, Sheriff; Bill Sargent, County Counsel; Joel Stevens, Justice of the Peace; Del Schleichert, Director, Parks Department; Michael Soots, Director, Information Services; Liane Welch, Director, Public Works; Denise Vandecoevering, Assessor; and Dan McNutt, Surveyor.

CALL TO ORDER: By Chair O'Neil at 8:00 a.m. in Commissioners' Meeting Rooms A and B.

ITEM NO. 1: ANNOUNCEMENTS/INTRODUCTIONS: Chair O'Neil said Paul Levesque is unable to attend this meeting because of a conflicting meeting. The current Board Meetings and Announcements were read. Bill Hatton is taking over responsibility for managing the maintenance department.

Michel Soots introduced Jairus Knudsen, the new Information Services (IS) employee. He reported that older equipment downstairs generated network traffic that overwhelmed the network and created the down time last Friday. Mr. Soots advised everyone not to download Windows 10 at this time.

Chair O'Neil suggested updating the county phone list sheet. Mr. Soots said that IS will do it.

ITEM NO. 2: DISCUSSION CONCERNING "I HEARD IT THROUGH THE GRAPEVINE": Mona Hamblen stated that there are false rumors going around and dealing with them takes a lot of Human Resources' time. Managers should be directed not to discuss union issues with employees. Human Resources (HR) is busy with union negotiations, desk audits and hiring.

Ms. Hamblen said Human Resources is losing one staff person. Liane Welch suggested while understaffed that HR could stop having someone present in all interviews. Ms. Hamblen stated HR will continue to participate in all interviews.

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Ms. Hamblen provided an update on collective bargaining.

ITEM NO. 3: DISCUSSION CONCERNING HAVING AN ATM IN THE COURTHOUSE: Tassi O'Neil said she talked with Michael Soots and Deb Clark, who both think this is a fine idea. There was a discussion concerning how the ATM would be used by the public. Nobody indicated that they were opposed to the ATM so Ms. O'Neil will move it forward.

ITEM NO. 4: NEWSWORTHY DEPARTMENT UPDATES: Dan McNutt is retiring at the end of the year. His department has been busy.

Bryan Pohl reported an increase in applications and appeals. His department has been busy. They are down one-half employee.

Sara Charlton reported that the carpet in the Library is currently being replaced. They are also painting and doing some other repairs. They are open from 9:00 a.m. to 5:30 p.m. this week. The 30 foot smoking ban is already helping. On October 19 they start implementing a new RFID book security system.

Emily Hurliman reported that the Circuit Court hired a new employee to fill one of two unfilled positions. Request for Proposals have been submitted and are being reviewed for the possible new justice facility.

Dan Krein reported that his department is busy. They had to use a second car from the Sheriff's office to transport juveniles. He has seen an increase in juvenile drug use. The first meeting of the Juvenile Justice Advisory Committee went well.

Sheriff Andy Long reported that his department has been busy. They have had death investigations and are short on investigators. Work on the jail roof starts this week.

County Counsel Bill Sargent reported tort claims are down.

Judge Joel Stevens reported his department is busy. He is down one-third of his staff until November. He is working on pro tem judges to cover while he is on active duty with the Army.

Del Schleichert reported that the fishermen are here and they are catching fish.

Michael Soots reported that October is Cyber Security Awareness Month so there will be mandatory security trainings soon conducted by Ron Weninger. Mr. Weninger will be transferred to the Library fulltime. A load test of the Courthouse generator will

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happen this month. The Courthouse intercom system will also be tested this month. The department will be looking at inventory and new PC's will be installed soon.

Liane Welch reported that the Lommen Bridge construction project starts in just three weeks and should cost less than originally expected. There were no accidents during paving this summer. Ms. Welch is working on next year's paving list.

Denise Vandecoevering reported a 3.1 percent increase this year. Tax statements will be mailed the week of October 19.

Commissioner Baertlein reported that 2016 will be the Year of Wellness (YOW) in Tillamook County.

Commissioner Josi reported that timber sales/harvesting continue to be a big issue for Tillamook County. He will be participating in a tour of the Tillamook Forest soon. Senator Ron Wyden has not been a friend on this issue. This is a very important time for the O & C Counties.

Tassi O'Neil reported that her department has been busy. They have had staffing issues due to illness, meetings, etc. They are updating voter information. The motor-voter bill passed so they will be implementing it in January. The November election has two districts. Ms. O'Neil is working with the Post office on improving Tuesday deliveries.

ITEM NO. 5: FUTURE BUSINESS: 1) Update on Status of Reports from Department Heads/Elected Officials and Discussion Concerning County Information Pamphlet for the County Using Model Developed by Umatilla County/Michael Soots; and 2) Discussion Concerning Fiscal Year 2016-2017 Budget/Deb Clark at December meeting.

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ITEM NO. 6: DATE AND TIME OF NEXT MEETING: November 2, 2015 at 8:00 a.m.

There being no further business Chair O'Neil adjourned the meeting at 10:00 a.m.

RESPECTFULLY SUBMITTED this 4th day of November, 2015.

County Clerk: Tassi O'Neil

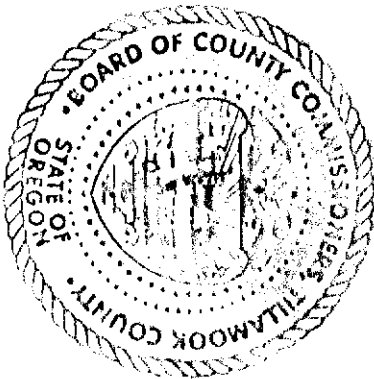
Susan L. Becraft
Susan Becraft, Recording Secretary
& Special Deputy

APPROVED BY:

Tina H
Chair

Mark Galt
Vice Chair

Bill Burt
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, October 5, 2015 at 8:00 a.m.

Commissioners' Meeting Rooms A & B

County Courthouse, 201 Laurel Avenue, Tillamook, Oregon

BOARD OF COMMISSIONERS

Tim Josi, Chair

E-mail: tjosi@co.tillamook.or.us

Mark Labhart, Vice Chair

E-mail: mlabhart@co.tillamook.or.us

Bill Baertlein, Commissioner

E-mail: bbaertle@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, October 5, 2015 8:00 a.m.

1. ANNOUNCEMENTS/INTRODUCTIONS

NEW BUSINESS

2. Discussion Concerning "I heard it through the grapevine"/Mona Hamblen
3. Discussion Concerning Having an ATM in the Courthouse/Tassi O'Neil

OLD BUSINESS

4. Newsworthy Department Updates

FUTURE BUSINESS

5. Update on Status of Reports from Department Heads/Elected Officials and Discussion Concerning County Information Pamphlet for the County Using Model Developed by Umatilla County/Michael Soots
6. Date and Time of Next Meeting – November 2, 2015

ADJOURN

BOARD MEETINGS AND ANNOUNCEMENTS

The commissioners will hold an executive session on **Tuesday, October 6, 2015** at **8:00 a.m.** pursuant to ORS 192.660(2)(i) to conduct a performance evaluation. The executive session will held in the Nestucca Room in the basement of the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook, Oregon. The executive session is not open to the public.

The commissioners will hold an executive session on **Wednesday, October 7, 2015** at **8:00 a.m.** pursuant to ORS 192.660(2)(i) to conduct a performance evaluation. The executive session will held in the conference room A in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook, Oregon. The executive session is not open to the public.

The commissioners will hold a workshop on **Thursday, October 15, 2015** at **10:30 a.m.** with the county staff to discuss the Chief of Staff position. The workshop will be held in the Nehalem Room in the basement of the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook, Oregon.

The commissioners will go on a field trip of the Siuslaw National Forest on **Thursday, October 22, 2015** from **9:00 a.m. to noon**. The field trip will begin at the Hebo Forest District Office at 31525 Highway 22, Hebo, Oregon.

The commissioners' evening board meeting schedule is as follows:

October 21, 2015
December 16, 2015
January 20, 2016
February 17, 2016

North County – Manzanita City Hall
South County – Kiawanda Community Center
North County – Manzanita City Hall
South County – Kiawanda Community Center

March 16, 2016
April 13, 2016
May 18, 2016

North County – Manzanita City Hall
South County – Kiwanda Community Center
North County – Nehalem City Hall

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

**BOARD OF COMMISSIONERS'
LEADERSHIP TEAM
MEETING**

October 5, 2015

PLEASE PRINT

Name

Tassi Owen	Clerk
Mona Hamblen	HR
Sara Charlton	Library
Emily Turkman	Circuit Court
Dan Keen	Juvenile
Andy Long	Sheriff
Bill Sargent	Counsel
Joel W. Stevens	Justice Court
DEL SCHUBICHERT	PARKS
Michael Sods	I.S.
Uane Welch	PW
Russell Johnson	Attorney
Bill Boorland	Comm. J.
TIM JOSE	II
DANI MCNUTT	SURVEYOR

(Please use reverse if necessary)