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 TASSI O'NEIL
 COUNTY CLERK
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**MINUTES – TILLAMOOK COUNTY BOARD OF COMMISSIONERS' LEADERSHIP
 TEAM MEETING – Monday, November 2, 2015
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WORKSHOP

COMMISSIONERS PRESENT: Mark Labhart
 Bill Baertlein

COMMISSIONER ABSENT: Tim Josi

STAFF PRESENT: Tassi O'Neil, Clerk; Denise Vandecoevering, Assessor; Dan McNutt, Surveyor; Michael Soots, Director; Information Services; Del Schleichert, Director, Parks; Joel Stevens, Justice of the Peace; Marlene Putman, Health Department Administrator; Bill Sargent, County Counsel; Dan Krein, Director, Juvenile Department; David McCall, Solid Waste Manager; Deb Clark, Treasurer; Mona Hamblen, Director, Human Resources; and Bill Hatton, Veterans' Services Officer and Maintenance Supervisor.

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

ITEM NO. 1: ANNOUNCEMENTS/INTRODUCTIONS: Bill Hatton introduced himself and indicated he will be serving in a temporary maintenance supervisory position.

Chair O'Neil mentioned upcoming Board workshops, the Association of Oregon Counties annual conference November 16-20, 2015, and four Fair Board positions.

ITEM NO. 2: REVIEW PROPOSED BOARD ORDER ADOPTING A POLICY FOR TOOL AND EQUIPMENT ALLOWANCE FOR NON-REPRESENTED EMPLOYEES: Deb Clark passed out a draft policy regarding tool and equipment allowances for non-represented employees. The Surveyor position was added to the list. Ms. Clark asked the group to look over the list and get back to her with additions or corrections.

ITEM NO. 3: DISCUSS LEADERSHIP TEAM'S SUPPORT IN IMPLEMENTING THE 2016 YEAR OF WELLNESS FOR TILLAMOOK COUNTY EMPLOYEES: Bill Baertlein reviewed the Year of Wellness Plan and strategy. The goal is to sign up as many partners as possible by November 10. It was agreed, by those present, that the County would sign the pledge.

ITEM NO. 4: NEWSWORTHY DEPARTMENT UPDATES: Commissioner Baertlein announced the Housing Task Force meeting on November 9 at Tillamook Bay Community College. The Tillamook County Creamery Association and the Pelican pub as well as others have indicated a desire to be on the Task Force.

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Commissioner Baertlein announced the Northwest Oregon Housing Authority meeting will be held in Tillamook on November 5 and he will be making the case for Tillamook County. No low income housing has been built in Tillamook County in the last 20 years.

Denise Vandecoevering said tax statements are out and payments are starting to come in. It has been challenging this year with staff shortages.

Michael Soots mentioned upcoming trainings on the third Tuesday of each month: 1) November – records keeping; 2) December – Geo Moose; 3) January – Facebook; 4) February – desk phone. Information Services will be establishing a regular maintenance schedule for system updates on the first and third Wednesday of each month to happen around 9:00 p.m. Next week they are starting an inventory of all IT equipment. They will be looking for old equipment and budget replacement needs.

Mr. Soots announced the foundation for the new Justice Center radio tower is going in next week – weather dependent.

Del Schleichert is working with the Parks Advisory Committee on some inventory. They have picked a contractor for construction of the cabins. Numbers are up in the parks as is revenue compared to 2014.

Joel Stevens reported they are on pace to have a high number of traffic citations compared to previous years. He is going on active duty January through May. He is working hard to find pro-tem judges to fill in while he is gone.

Marlene Putman said their annual strategic planning is starting up soon. They will have some expanded services because of recently received grants. There seems to be some worry about the underinsured and sliding fees because of higher deductibles and co-pays.

Bill Sargent summarized the Board's marijuana workshop last week and the desire of the Board to use the Oregon Liquor Control Commission rules as our operating rules unless we see issues, if any, after implementation in January.

Mr. Sargent summarized his review of the Surveyor's position allowing the Board to appoint a person to fill Mr. McNutt's position after January 1, 2016. Mr. Sargent is starting to pick up more of Mr. Levesque's legal work as time goes on.

Dan Krein said the Juvenile Justice Commission positions have been filled and it appears to be going well. Cocaine seems to be the latest drug of choice for juveniles.

Commissioner Labhart summarized the formation of the Salmonberry Agency and hiring the project manager for the trail. He also discussed the Public Works' partnership with Umatilla County for emergency services.

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Ms. Clark summarized the cut-off dates for claim vouchers for the upcoming holidays.

Mona Hamblen announced Floyd Walker is the new custodian starting today. Jamie Larson has been hired to replace Diane Lyda in Personnel. Union negotiation teams met for a marathon session. The AFSCME Union will likely be taking a vote soon on the proposed contract.

Bill Hatton said there is a Veterans Day display in the Library. The Veterans Stand Down will be held at the Fairgrounds this year on November 6. The Veterans Day celebration on November 11 will be at the Air Base with the ceremony starting at 11:00 a.m. The Veterans services transport to Warrenton is going well.

Mr. Hatton said there will be a children's art work color display posted throughout the Courthouse soon.

Ms. O'Neil said the only items on the ballot are for the Pacific City Joint Water and Sanitary Authority and Nedonna Rural Fire Protection District. They are working out the details on implementing the Motor Voter law. The ATM is going up soon. Recordings are up compared to the previous year.

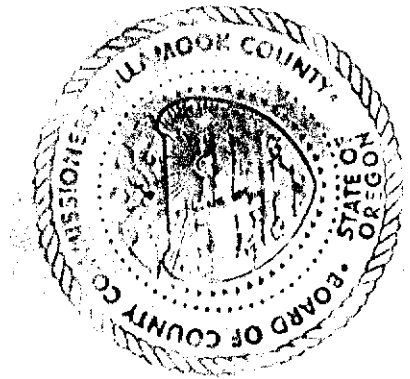
ITEM NO. 5: DATE AND TIME OF NEXT MEETING: December 7, 2015 from 8:00 – 11:00 a.m. (Discus 2016-2017 Budget)

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

RESPECTFULLY SUBMITTED this 10th day of December, 2015.

County Clerk: Tassi O'Neil


Susan Becraft, Recording Secretary
& Special Deputy



APPROVED BY:


Chair


Vice Chair


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, November 2, 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, November 2, 2015 8:00 a.m.

1. ANNOUNCEMENTS/INTRODUCTIONS

NEW BUSINESS

2. Review Proposed Board Order Adopting a Policy for Tool and Equipment Allowance for Non-Represented Employees/Deb Clark
3. Discuss Leadership Team's Support in Implementing the 2016 Year of Wellness for Tillamook County Employees/Bill Baertlein

OLD BUSINESS

4. Newsworthy Department Updates

FUTURE BUSINESS

5. Date and Time of Next Meeting – December 7, 2015 from 8:00 – 11:00 a.m. (Discus 2016-2017 Budget)

ADJOURN

BOARD MEETINGS AND ANNOUNCEMENTS

The commissioners will hold a workshop on **Wednesday, November 4, 2015** at **3:00 p.m.** with county and economic development staff to discuss a change in the administration of Transient Lodging Taxes. The workshop will be held in the commissioners' meeting Room B in the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook.

The commissioners will hold a workshop on **Tuesday, November 10, 2015** at **8:30 a.m.** with the Tillamook County Public Works and Emergency Management directors to meet with the Umatilla County Public Works and Emergency Management directors to discuss a partnership between the counties for emergency preparedness. The workshop will be held in the Nehalem Conference Room in the basement of the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook.

Veteran's Day is an observed holiday for the County, as well as the Oregon State Circuit Court. All the offices in the Courthouse, including the Circuit Court will be **closed** on **Wednesday, November 11, 2015**. In addition, the Tillamook Library, administrative offices in the jail and justice facility, Tillamook County Road Department, Tillamook County Community Development Department, Tillamook County Surveyor's office and Health and Human Services Department and clinics will also be closed. There will be **no** County Commissioners' workshop or Board meeting.

The commissioners will hold a workshop on **Thursday, November 12, 2015** at **10:00 a.m.** with Tillamook State Forest District staff to matters of mutual interest. The workshop will be held in the Nehalem Conference Room in the basement of the Tillamook County Courthouse, 201 Laurel Avenue, Tillamook.

The commissioners will attend the annual Association of Oregon Counties Conference in Eugene from Monday, November 16 through Friday, November 20, 2015. There will be **no** commissioners' workshop or

business meeting on **Wednesday, November 18, 2015**. In addition, the commissioners' office will be closed from **Thursday, November 19, 2015** at 12:00 p.m. until **Monday, November 23, 2015** at 8:00 a.m. so that the Commissioners' Office support staff can attend the Association of Oregon Counties Annual Support Staff Meeting.

The Tillamook County Courthouse, administrative offices in the jail and justice facility, the Road Department, Community Development, Surveyor's office, Health Department and clinics and Tillamook County Library will be **CLOSED** on **Thanksgiving Day, Thursday, November 26, 2015**. In addition, the county's holiday schedule and the AFSCME Union agreement designate the Friday after Thanksgiving as a holiday. Therefore, the county offices in the courthouse, administrative offices in the jail and justice facility, the Road Department, Community Development, Surveyor's office, the Health Department and clinics and Tillamook County Library will be **CLOSED** on **Friday, November 27, 2015**, to allow employees this time off. However, the State Circuit Court, in the County Courthouse, will be **OPEN** on **Friday, November 27, 2015**.

The commissioners' evening board meeting schedule is as follows:

December 16, 2015	South County – Kiwanda Community Center
January 20, 2016	North County – Manzanita City Hall
February 17, 2016	South County – Kiwanda Community Center
March 16, 2016	North County – Manzanita City Hall
April 13, 2016	South County – Kiwanda Community Center
May 18, 2016	North County – Nehalem City Hall

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

No evening meetings in November 2015; June, July, August and September 2016.

TILLAMOOK COUNTY FAIR BOARD

The Board of County Commissioners is accepting applications for four vacancies on the Tillamook County Fair Board. The new terms will begin on January 1, 2016.

When we did the Board Order to appoint Fair Board members we somehow had four positions expire at the same time. We have started a new policy, or rather revived an old policy that when a Fair Board member comes up for renewal we will open the position for the community to apply. We do anticipate some retirements at the end of this term and this will give us an opportunity to start the refill process in a timely manner.

The Fair Board is composed of seven members who are responsible for the entire business and financial management of the Fair. Currently there are no members on the board who live in South County. We especially encourage interested citizens living in the south County area to apply.

Application forms are available on the County web site under the Board of Commissioners' page. Applications should be e-mailed to Sue Becraft in the Commissioners' office at sbecraft@co.tillamook.or.us by 5:00 p.m. on Friday, November 13, 2015. For more information on how to submit an application, call Sue Becraft at 503-842-3403; for more information about the Fair Board, please call Commissioner Bill Baertlein at 503-842-3403.

**BOARD OF COMMISSIONERS'
LEADERSHIP TEAM
MEETING**

November 2, 2015

PLEASE PRINT

Name

Tassi O'Neil	Clerk
Denise Vandecore	assessor
Bill Burtch	BULL
DAN MCMUTT	SURVEYOR
Michael Scots	T. S. Director
DEL SCHLEICHERT	PARKS
Joel Stevens	Justice court
Marlene Putman	Health/Human Services
Bill SARGENT	Council
Dan Krein	Juvenile
Frank Lobban	BOCC
David McCall	Solid waste
Deb Clark	Treasurer
Mona Hamilton	HR
Bill HATTOW	Veterans Services / Maintenance

(Please use reverse if necessary)