

County Administration Workshop: June 13, 2019

9:00 a.m. – Board Conference Room

Attending: Commissioners Lily N. Morgan, Darin J. Fowler and Daniel E. DeYoung; Nicole Mannan, Recorder

Chair Lily N. Morgan called the meeting to order at 9:07 a.m. Agenda items were taken out of order.

1. DEPARTMENT BUSINESS

A. Emergency Services

1) Grant Agreement between Josephine County and Grants Pass Department of Public Safety Fire Rescue Division

Sara Rubrecht, Emergency Services Manager, talked about the grant agreement for an additional Firewise coordinator. She explained that the current Firewise coordinator is hosted by ODF, and has been completely overwhelmed with the volume of requests for evaluations from homeowners, and there is a need for an additional coordinator. Ms. Rubrecht said the City of Grants Pass is willing to host a coordinator, who would use City equipment, and the County will pay for wages. Ms. Rubrecht explained that program oversight is with the County's Emergency Services Department, but the coordinator would be managed by the City. Everyone discussed the increased need for rural property owners to mitigate fire hazards, and ways the County can assist or refer people to programs that can assist. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Agenda.*

B. Juvenile Justice

1) Renewal of existing IGA for BRS services provided by Turning Point Youth Residential Program

Jim Goodwin, Juvenile Justice Director, explained that this is similar to an IGA that was approved recently, but is with a different program and requires a separate IGA. Commissioner Morgan clarified that this is for emergency housing for foster children who do not currently have a foster placement. Mr. Goodwin said these are kids who have had issues in foster care that caused them to be removed from the foster home. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Agenda.*

C. Information Technology

1) Branding update

John McCafferty, Information Technology Director, and Jason P. Roberts, Public Information Officer, talked about rolling out the new logo at the Fair. Commissioner Morgan said the managers decided last week to have a County booth at the fair. The Board discussed County-branded clothing and whether employees would be paid for time worked in the booth. Commissioner Morgan said the County website would be up and running in the fall, and the Fair would be a good time to let the public know about the changes to the website. The Board discussed having branded items to give out to the public, and whether it would be an appropriate expense. Commissioner Fowler suggested selling t-shirts with the new logo. Mr. Roberts said his plan was to share the booth amongst departments, and have each department utilize their time to showcase their equipment and services. The Board discussed the types of things various departments could share with the public. Commissioner DeYoung suggested highlighting that the County supports veterans, since the theme of the Fair is supporting veterans. Commissioner Morgan recommended that each department work with their liaisons, or to work with Economic Development to fund the purchase of any giveaway items.

D. Transportation

1) ODOT Agreement 33490 – STF Josephine County

Scott Chancey, Transit Program Supervisor, explained that all four of his agenda items are recurring grant agreements that are renewed annually. Mr. Chancey explained that STF stands for Special Transportation Funds, and that the funding is allocated from the state from cigarette and gas tax revenues. This grant

requires no match, and has to be used in a transit program that supports elderly and disabled. Mr. Chancey explained they use it to meet the match requirement on other grants. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Agenda.*

2) Rail and Public Transit Division ODOT Agreement 33424

Mr. Chancey said this funding comes from ODOT for rural transportation support. Mr. Chancey says this is used for rural administrative operations support in order to get a better match rate. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Agenda.*

3) State of Oregon IGA #160388

Mr. Chancey explained that this is intended to support certain types of clients to get transportation to and from activity centers, and generates about \$80,000 a year. Commissioner Morgan clarified whether this was for developmentally delayed passengers, and Mr. Chancey said it is. Commissioner DeYoung asked whether this could be used to assist transporting veterans to a facility on Williams Hwy. Mr. Chancey said the veterans who go to that facility typically use the Dial-a-ride service, and that most veterans qualify. Mr. Chancey explained that the need to extend service on Williams Hwy and toward Murphy has been identified and is a relatively high priority. Everyone discussed various services available. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Agenda.*

4) Second Amendment IGA between City of Grants Pass and County of Josephine, Oregon – Pedestrian Access to Transit

Mr. Chancey explained that this is for a sidewalk infill project, and that the County is involved because the money comes from the federal government. Mr. Chancey said that the project is almost done. Commissioner Morgan asked whether the County has any input on which locations are chosen. Mr. Chancey said the sites were chosen based on transit stops that do not currently have sidewalk. *Staff was directed to place the item on the Consent Calendar on next week's Weekly Business Agenda.*

E. Human Resources

1) Request for job description update for two positions in Public Health

JJ Scofield, Human Resources Director, explained that the Public Health Nurse job description was previously very broad in scope, and the intent of these two descriptions is to specify what the duties of each position are. Commissioner DeYoung asked whether they could fill in for each other. Mr. Scofield clarified that any of the Public Health nurses can perform all of the duties.

2) Request for job description update for one position in Juvenile Justice

Mr. Scofield explained that they don't currently have a supervisor working on weekends, and there is a need to create a mid-level supervisor position who can act as supervisor on weekends. Mr. Goodwin explained that they initially had a similar, unfilled position in the probation division, but determined it was actually needed on weekends in group life. Mr. Goodwin said the funding was already in the budget.

- 2. OTHER BUSINESS** (ORS 192.640(1) "... notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects.")
None heard.

3. BOARD BUSINESS

A. Matters from Commissioners

Commissioner Morgan brought up the issue of abandoned cars on rural roadways, and how the County could get them removed. She previously asked Mr. Scofield to look into whether other counties have positions who handle that. Sheriff Daniel said that his office has volunteers who monitor and tag abandoned vehicles, but that it is not an efficient process due to the schedule of the volunteers. The Board talked about abandoned auto and related complaints they received at a meeting in Wolf Creek last night. Sheriff Daniel

said they do have a problem getting abandoned trailers and RV's removed, and that his office is continuing to look for ways to get those towed more quickly.

Commissioner Morgan said there was interest from the Wolf Creek Fire Department to host the Weekly Business Session quarterly at their meeting hall. The Board expressed support for holding their Weekly Business Sessions in outlying communities on a more regular basis.

Commissioner Fowler said he will talk to Parks about a motorcycle event that was brought up at the Weekly Business Session last night. Commissioner Fowler said Parks had some issues that the motorcycle group was not willing to address. Commissioner Morgan said the fire department was not willing to assist with first aid. The Board discussed things that would need to be done before Parks would be willing to host such an event.

Meeting adjourned at 10:26 a.m.