

**CROOK COUNTY COURT MINUTES  
OF JUNE 29, 2021 WORK SESSION  
Open Portion**

**Be It Remembered** that the Crook County Court met in a regularly scheduled Work Session on June 29, 2021, at 9:00 a.m. in the Administration Conference room located at 203 NE Court Street, Prineville, Oregon 97754.

Court Members Present: Judge Seth Crawford, Commissioner Jerry Brummer and Commissioner Brian Barney

Absentees: None

Others Present in Person or Via WebEx: Legal Counsel Eric Blaine; Administration Executive Assistant Amy Albert; Legal Assistant Lindsay Azevedo; Assessor Jon Soliz; Director Jeremy Thamert; Assistant Wendy Koslowski; Senior Accountant Christie Kurtz; Director Troy Poncin; Account Manager Janet Pritiskutch; Director Kim Herber; Natural Resource Director Tim Deboodt and Elaina Huffman.

**WORK SESSION**

The meeting was **called to order at 9:00 a.m.**

Agenda Item #1, Discussion and Approval of Insurance Policy

Renewal/Updates/Changes: Facilities Director Jeremy Thamert and Elaina Huffman of Prineville Insurance reviewed the County's property deductibles. Ms. Huffman reviewed the County's insurance claims from the past six years, analyzing multiple deductible amounts to determine what deductible represents the best value to the County. Mr. Thamert will work to devise an internal process for submitting insurance claims.

Agenda Item #2, Grade/Step Increase Linda Pepper: Assessor Jon Soliz requested Assessment Tech Linda Pepper receive a grade/step increase from 111/07 to 114/4, as Ms. Pepper will transition into the role of Senior Assessment Tech. The Court informed Mr. Soliz this increase was not budgeted for, but Ms. Pepper would receive a one step increase. The Court will have quarterly budget meetings, allowing Ms. Pepper's potential pay increase to be assessed throughout the year.

At 9:37 a.m. the Court read into Executive Session under the following statute(s): ORS 192.660(2)(n)(D) and (2)(n)(E), discussion of information about review or approval of programs relating to the security of telecommunication systems and data transmissions.

**EXECUTIVE SESSION**

At the conclusion of the Executive Session, the County Court convened back into Open Session, inviting members of the public into the meeting room.

**MOTION** to delegate Judge Crawford to sign the insurance contract on behalf of the County as discussed in Executive Session. Motion seconded. No further discussion. Motion carried 3-0. There being no further business before the Court, the meeting was **adjourned at 10:00 a.m.**

Respectfully submitted,

**Amy Albert**