

**CROOK COUNTY COURT MINUTES
OF JANUARY 17, 2023 WORK SESSION
Open Portion**

Be It Remembered that the Crook County Court met in a regularly scheduled Work Session on January 17, 2023, 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 Counsels Eric Blaine and John Eisler; Administration Executive Assistant Sarah Puerner; Legal Assistant Lindsay Azevedo; Fairgrounds Manager Casey Daly; Director Kim Barber; Assistant Finance Director Christina Haron; Budget Analysis Jamie Berger; Facilities Director Joe Viola; Treasurer Galan Carter; County Clerk Cheryl Seely; Interim Manager Dennis Brewer; Health & Human Services Director Katie Plumb; Andy Parks; Manager Tim Deboodt; Extension Manager Kim Herber; Director Will VanVactor; Director Sydney Chandler and Manager Levi Roberts.

WORK SESSION

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

Agenda Item #1, Public Comment: None

Agenda Item #2, Bids for Interior Repair Indoor Arena Kitchen:

Requester: Casey Daly

Details: Fairgrounds Manager Casey Daly presented three bids to discuss for the interior repair to the Indoor Arena Kitchen. Previous roof failure caused the damage to the interior kitchen and these bids were specifically for drywall repair and re-painting of the kitchen walls and ceiling. The three bids received were from Griffin Construction LLC, Bex Construction, and Clear View Painting. Mr. Daly made the recommendation to pursue Bex Construction and their bid for \$14,876 for the interior repair. This will be paid with funds from the Capital Project Fund.

Agenda Item #3, Lean To Shop Expansion:

Requester: Casey Daly

Details: Fairgrounds Manager Casey Daly presented that he requested three bids for the Lean To Shop Expansion. This expansion will be a 100 foot x 25 foot roof cover and it will be a permanent fix to the current issue of keeping equipment covered at the Fairgrounds. Mr. Daly stated that the three bids requested were from Bex Construction, Blain Noland, and Central Oregon Pole Buildings. Mr. Daly made the recommendation to pursue Bex Construction and their bid for \$97,204. This will be paid with funds from the Capital Project Fund.

Agenda Item #4, Bid-Grizzly Mountain Pavilion Expansion:

Requester: Casey Daly

Details: Fairgrounds Manager Casey Daly presented that he requested three bids for the Grizzly Mountain Pavilion Expansion. This expansion will be approximately 2500 square feet. Mr. Daly stated that the three bids requested were from Bex Construction, Blain Noland, and Central Oregon Pole Buildings. Mr. Daly made the recommendation to pursue Bex Construction and their bid for \$87,867. This will be paid with funds from the Capital Project Fund and a \$20,000 grant from the Crook County Foundation.

Agenda Item #5, New Position – Health Strategist III STI Coordinator:

Requester: Katie Plumb

Details: Health and Human Services Director Katie Plumb presented that the Central Oregon Health Council has funded the Crook County Health Department with a grant to increase capacity to prevent and respond to sexually transmitted infections in Crook and Jefferson Counties. Deschutes County has adequate resources to address this issue, but Crook and Jefferson Counties have been unable to provide similar levels of outreach, education, and coordinated care. This grant and associated position will provide Crook County the opportunity to hire and influence how these programs are implemented in partnership with Jefferson County and other stakeholders. This position is grant funded and is only guaranteed for the duration of the grant, which fully covers the expense of the position and a portion of supervision. The grant from COHC covers the costs associated with this position.

Agenda Item #6, Position Reclassification – CD Specialist:

Requester: Katie Plumb

Details: Health and Human Services Director Katie Plumb presented a position reclassification for a Communicable Disease Specialist. The Crook County Health Department has seen a shortage of nurses and an inability to competitively recruit nurses to the County. The Crook County Health Department is interested in reclassifying one RN position to an MA with the goal of recruiting and sustaining employment. The Health Department will transition the Immunization Coordinator role from an RN position to create more RN capacity in the clinic. This role will also be trained as a medical chaperone to fulfill OAR 847-010-0130. The position has been vacant for several months and reclassifying to a lower grade/scale will be saving approximately \$40,000.

Agenda Item #7, Position Reclassification – Administrative Assistant:

Requester: Katie Plumb

Details: Health and Human Services Director Katie Plumb presented a position reclassification for an Administrative Assistant. The Crook County Health Department currently has no bilingual staff, making the department reliant on phone and video interpreters to be in compliance with providing medical services in the language each person understands. To maintain compliance and increase quality of service, the department has created a position that would need to become certified as a medical interpreter. This position would also help fulfill a new law requiring medical providers to offer a trained medical chaperone during any genital, rectal, or breast examination.

This position would take the place of an Administrative Clerk, reducing budget impact. The approximate \$4,805 difference this year will be covered by Public Health Modernization and COVID funds. Modernization funds will be able to cover the increased cost of this position into the foreseeable future. COVID funds can cover until June 2024.

Agenda Item #8, Department Presentations:

Requester: Andy Parks

Details: Andy Parks and Budget Analyst Jamie Berger helped Department Heads organize mid-year budget presentations. The work session included presentations from Will VanVactor of the Community Development Department; Casey Daly from the Fairgrounds; Joe Viola from Facilities; Levi Roberts of Geographical Information Systems; Sydney Chandler of Information Technology; Eric Blaine from the Legal Department and Dennis Brewer from the Veteran Services Department. Representatives from these departments discussed their department summary, projects completed as planned, projects currently in progress, projects to be started before June 30th, projects for the next fiscal year, any changes in their department from the last year, any upcoming challenges, and general department highlights.

At 10:27 a.m. the Court read into Executive Session under the following statute(s): ORS 192.660(2)(h) Consulting with Counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

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 direct staff to correspond with counter parties as discussed in the Executive Session. Motion seconded. No further discussion. Motion carried 3-0.

There being no further business before the Court, the meeting was **adjourned at 10:50 a.m.**

Respectfully submitted,

Sarah Puerner