

**CROOK COUNTY COURT MINUTES  
OF MARCH 14, 2023 WORK SESSION  
Open Portion**

**Be It Remembered** that the Crook County Court met in a regularly scheduled Work Session on March 14, 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; Director Kim Barber; Senior Accountant Cheyenne Fullerton; Assistant Finance Director Christina Haron; Library Co-Manager Cindy York; Andy Parks; Director Will VanVactor; Building Official Randy Davis; Kelsey Lucas; Health and Human Services Director Katie Plumb; Manager Kim Herber; Assessor Jon Soliz and Tim Deboodt.

**WORK SESSION**

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

Agenda Item #1, Public Comment: None

Agenda Item #2, Enterprise Zone Re-Designation:

Requester: Kelsey Lucas

Details: Kelsey Lucas, Prineville/Crook County Director for EDCO attended the work session to discuss the Enterprise Zone Re-Designation. The local zone is set to expire June 20, 2023, and applications are due June 1, 2023. Ms. Lucas received the go-ahead to get started from Art Fish at Business Oregon to proceed with the local process and the initial informational meeting on the zone's history, benefits of renewal, and process steps/timeline. Ms. Lucas provided a PowerPoint presentation regarding the program overview as well as a summary of the program from 2012-2022.

Agenda Item #3, Regence BlueCross BlueShield Amendment:

Requester: Katie Plumb

Details: Health and Human Services Director Katie Plumb attended the work session to discuss Regence BlueCross BlueShield Amendment. This contract amendment would include the ability to bill for Oregon Universal Newborn Nurse Home Visits. Claims would range from \$190.72 to \$1,192.00 per newborn. This will be added to the consent agenda for March 15<sup>th</sup>.

Agenda Item #4, Registered Dietitian Subcontract for WIC program:

Requester: Katie Plumb

Details: Health and Human Services Director Katie Plumb attended the work session to discuss a Registered Dietitian subcontract for the WIC program. Registered Dietitian services are required for WIC participants and the Health Department does not

currently have a Registered Dietitian on staff. This subcontract would maintain service integrity and will be placed on the consent agenda for March 15<sup>th</sup>.

Agenda Item #5, Position Reclassification: Perinatal Care Coordinator:

Requester: Katie Plumb

Details: Health and Human Services Director Katie Plumb attended the work session to discuss Perinatal Care Coordinator position reclassification. Central Oregon Health Council originally created these as grant-funded positions and the coordinators have been working in Crook, Deschutes, and Jefferson Counties for the past seven years. These coordinators connect expecting families with the care and resources needed to welcome a healthy child to the world. With grant funds sunseting, this position has evolved through training and professional development over the past couple of years to provide services that are billable. This will allow the Health Department to sustain the position long-term and it also means that the position needs to be reclassified. This will be placed on the consent agenda for March 15<sup>th</sup>.

Agenda Item #6, Road Department, Library and Weed Master Vacancies:

Requester: Kim Barber

Details: Human Resources Director Kim Barber attended the work session to discuss the Road Department, Library, and Weed Master Vacancies. There are three director positions that are open, and Ms. Barber provided a memo with recommendations on how to move forward with each position. The Weed Master position will be advertised as a standard competitive recruitment process with posting and interviewing candidates who meet the minimum requirements for education, certification, and relevant experience. This will be placed on the consent agenda for March 15<sup>th</sup>.

Agenda Item #7, An Ordinance Amending Title 9 of the Crook County Code, Adopting a New Chapter to Reduce Incidents of Truancy from Crook County Schools:

Requester: John Eisler

Details: Legal Counsel John Eisler attended the work session to discuss a new ordinance amending Title 9 of the Crook County Code, adopting a new chapter to reduce incidents of truancy from Crook County Schools. This was a program that is no longer active. This new ordinance will be passed as an emergency, there will be two readings conducted, and approval at the second reading. Mr. Eisler will draft a citation form with an ordinance number, and this will be placed on the agenda for the April 5<sup>th</sup> court session.

Agenda Item #8, Contract for Wildlife Damage Management Services:

Requester: Lindsay Azevedo

Details: Legal Counsel Eric Blaine attended the work session to speak on behalf of the contract for wildlife damage management services. Previously, the County entered into an agreement with the USDA for Animal and Plant Health Inspection Service Wildlife Services. That agreement was terminated by the County on April 19, 2021, and effective June 30, 2021. Upon termination, the County contracted Belozers Outdoor Enterprises, LLC to provide wildlife damage management services to manage and mitigate threats to human health and safety and property. That contract is set to terminate on June 30, 2023. The County will need to decide if an extension with Belozers or an RFP is appropriate for future services. The Legal department is going to reach out regarding the

contract renewal terms and will follow up on this item once more information is received.

Agenda Item #9, Community Development Updates:

Requester: Will VanVactor/Randy Davis

Details: Community Development Director Will VanVactor and Building Official Randy Davis provided an update regarding the building, planning, and onsite activity for the last month from the Community Development Department. Mr. VanVactor and Mr. Davis provided information regarding the number of permits the building and planning department received, as well as the number of daily inspections and code compliance cases.

Agenda Item #10, Exit Interview Letter Approval and Signatures:

Requester: Sarah Puerner

Details: Administrative Executive Assistant/Communications Officer Sarah Puerner attended the work session to discuss an exit interview letter and to request approval for the letter to be sent via email with digital signatures from the Court. This letter will be sent to a list of previous employees to obtain critical information as to why they left employment with Crook County.

At 10:06 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 and ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions.

### **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 authorize Legal Counsel to engage outside counsel as discussed in Executive Session. Motion seconded. No further discussion. Motion carried 3-0.

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

**MOTION** to direct staff to correspond with counter party 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 10:26 a.m.**

Respectfully submitted,

**Sarah Puerner**