



CROOK COUNTY WORK SESSION AGENDA

Wednesday, June 12, 2024 at 9:00 am

**Crook County Administration Conference Room I 203 NE Court St. I
Prineville OR**

Members of the public and media are welcome to attend in person or via Zoom: Phone: 1-253-215-8782; Meeting ID: 962 4214 4333; Passcode: 970900

PUBLIC COMMENT

DISCUSSION

1. Update on Workers Compensation and Renewal Information

Requester: Kathy Puckett

Presenter: Jennifer King WHA Account Executive

2. Request letter of support for grant application

Requester: Cate Duke

Executive Director for CLEAR Alliance

3. Republic Services Subscription Service Expansion - Yard Debris Recycling UGB

Requester: Jacquie Davis

Presenter: Courtney Voss, Republic Services

4. IT Support Update

Requester: Stephen Chellis

Chief Information Officer

5. Ratifying appointment of Rebecca Keegan to the Ag Extension Manager position

Requester: Will Van Vactor

Interim County Manager

INTERIM MANAGER REPORT

COMMISSIONER UPDATES

6. Letter of Support - ODOT Transportation Funding

EXECUTIVE SESSION

The Crook County Board of Commissioners will now meet in executive session under ORS 192.660(2)(h) for the purpose of consulting with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed; ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions; and ORS 192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Representative of the news media and designated staff shall be allowed to attend the executive session.* All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.

7. **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.**
8. **ORS 192.660(2)(e) For the purpose of conducting deliberations with persons designated by the governing body to negotiate real property transactions.**
9. **ORS 192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.**

NOTICE AND DISCLAIMER

The Crook County Board of Commissioners is the governing body of Crook County, Oregon, and holds work sessions to deliberate upon matters of County concern. As part of its efforts to keep the public apprised of its activities, the Crook County Board of Commissioners has published this PDF file. This files contains the material to be presented before the County Board of Commissioners for its next scheduled work session.

Please note that while County staff members make a dedicated effort to keep this file up to date, documents and content may be added, removed, or changed between when this file is posted online and when the County Board of Commissioners meeting is held. The material contained herein may be changed at any time, with or without notice.

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Please also note that this file does not contain any material scheduled to be discussed at an executive session, or material the access to which may be restricted under the terms of Oregon law.

If you are interested in obtaining additional copies of any of the documents contained herein, they may be obtained by completing a Crook County Public Records Request form. Request forms are available on the County's website or at the County Administration office at 203 NE Court Street, in Prineville.

Additional Items

Additional items may be discussed that arise too late to be included as a part of this notice. For information about adding agenda items, please contact the County Administration office at 447-6555. Assistance to handicapped individuals is provided with advance notice.

Contact: Seth Crawford (seth.crawford@co.crook.or.us (541) 447-6555) | Agenda published on 06/10/2024 at 2:01 PM

AGENDA ITEM REQUEST



Date:

Meeting date desired:

Subject:

Background and policy implications:

Budget/fiscal impacts:

Requested by:

Presenters:

Legal review (only if requested):

Elected official sponsor (if applicable):



Insurance Proposal

Prepared For
Crook County
300 NE 3rd
Prineville, OR
97754



Your trusted insurance and risk management advisor

WORKERS' COMPENSATION COVERAGE

EFFECTIVE DATES

7/1/2024 - 7/1/2025

STATES COVERED

Oregon SAIF Texas Zurich

LIMITS OF INSURANCE

Workers' Compensation Insurance: Part One

Exclusive Remedy means that if any injury is work-related, it is covered, regardless of who is at fault. The employee can't sue the employer for workplace accidents and illnesses and the employer can't frivolously deny claims.

Employers Liability: Part Two

Bodily Injury by Accident	\$ 3,000,000 each accident
Bodily Injury by Disease	\$ 3,000,000 each employee
Bodily Injury by Disease	\$ 3,000,000 policy limit

Employers Liability coverage protects your company should an employee claim that his or her injury or illness was caused by your company's negligence or failure to provide a safe workplace.

PREMIUM BASIS (auditable)

Remuneration

LOCATIONS

Mailing Address	300 NE 3rd Street	Prineville, OR	97754
Clerk Recorder	300 NE 3rd Street RM #23	Prineville, OR	97754
Road Department	1306 N Main Street	Prineville, OR	97754
Library	175 NW Meadowlakes Drive	Prineville, OR	97754
Landfill	110 SW Landfill Road	Prineville, OR	97754
Sherriff Office/Jail	308 NE 2nd Street	Prineville, OR	97754
District Attorney	300 NE 3rd Street	Prineville, OR	97754
County Court Admin	203 NE Court Street	Prineville, OR	97754
Annex/Meeting Rm	320 NE Court Street	Prineville, OR	97754
Assessor&Treasurer	200 NE 2nd Street RM #100 & 200	Prineville, OR	97754
Bowman Museum	246 N Main Street	Prineville, OR	97754
Community Dev	300 NE 3rd Street RM #10 & 12	Prineville, OR	97754
Fairgrounds	1280 SE Main Street	Prineville, OR	97754
Gis/It-Veterans	422 NW Beaver Street	Prineville, OR	97754
Health Department	375 NW Beaver Street	Prineville, OR	97754
Human Resources	267 NE 2nd Street RM #101	Prineville, OR	97754
Juvenile	305 NE 3rd Street	Prineville, OR	97754
Legal Department	267 NE 2nd Street	Prineville, OR	97754
Maintenance - Phys	203 NE Court Street	Prineville, OR	97754
Maintenance - Strge	210 NE 3rd Street	Prineville, OR	97754

LOSS HISTORY SUMMARY

<u>Policy Year</u>	<u># of Claims</u>	<u>Incurred Losses</u>	
2023*	4	\$11,766	
2022	17	\$155,730	2024 Mod 1.37
2021	10	\$452,837	
2020	22	\$62,920	
2019	<u>13</u>	<u>\$85,842</u>	2023 Mod 1.46
Total:	66	\$769,095	

Claims data as of 5/21/2024

Policy Performance Summary



Policy: 791761 - Crook County
Legal Name: Crook County

Policy Details

Status: Active
 Market Type: Voluntary
 Relation Type:
 Rate Acct: 791761
 Orig Cov Date: 07/01/2014
 Cont Cov Date: 07/01/2014
 Business Type: Executive And Legislative Offices, Combined
 Entity: Political Subdivision: County
 WCD Number: 5508973
 NCCI Number: 915047068 Interstate
 EIN: 93-6002290
 Principal Class: 7720
 NAICS Code: 921140
 Office: Bend
 Agency: Wha Insurance Agency Inc
 Underwriter: Erin C Matot
 SMC: Greta L Salvo
 Last Audit: 07/01/2020 - 07/01/2021

Current Policy Period Details

Period Status: Open
 Effective Date: 07/01/2023
 Expiration Date: 07/01/2024
 Cancel Date:
 ARD: 07/01/2023
 Sales Plan: Guaranteed Cost
 ELCB Limits: 3,000,000/3,000,000/3,000,000
 ND Reimb: 07/01/2023 - 07/01/2024 Annually
 Group:
 Group Type:
 Rating Plan: ERP - 1.46
 Tier: G - 1.7600
 Rpt Freq / Pmt: Annually / GC Annual

Policy Period History

Policy Year	Mod	Payroll	Claim Freq	Standard Premium	Tier
2023	1.46	18,852,216	0.02	393,835	G
2022	1.08	14,450,583	0.12	223,059	G
2021	1.19	13,248,079	0.08	240,759	F
2020	1.18	12,693,598	0.17	234,090	F
2019	1.20	11,580,287	0.11	224,350	F

Gaps in Coverage

No gaps in coverage for this policy.

Policy Performance History

Policy Year	Prorated Premium	Paid Losses	Incurred Losses	Paid/Std	Inc/Std	Clim Count	Exp Clim Count	Paid TL	Paid Med	ND Reimb	TL Count	Exp TL Count	TL Day
2023	349,726	11,766	11,766	3%	3%	4	12.46	0	11,766	0	0	3.71	0
2022	223,059	79,732	155,730	36%	70%	17	13.03	9,428	61,861	0	3	3.83	83
2021	240,759	418,253	452,837	174%	188%	10	13.48	114,333	73,745	-2,478	6	3.91	471
2020	234,090	62,920	62,920	27%	27%	22	12.75	9,389	38,595	-6	2	3.70	103
2019	224,350	85,842	85,842	38%	38%	13	12.19	25,223	55,398	0	5	3.62	383

Ten Highest Incurred Loss Claims Received in Last Five Policy Years

Last Name	Claim Number	Date of Injury	Status	Type	Decision	Incurred Loss	Paid Loss	Timely ¹	Inj Class
██████	8629827	03/23/2022	Closed	Disabling	Accepted	340,765	310,994	YES	7720
██████	8655670	09/09/2022	Closed	Disabling	Accepted	84,283	18,829	NO	7720
██████	8518847	07/06/2019	Closed	PPD	Accepted	34,406	34,406	YES	7720
██████	8634362	03/23/2022	Denied	Disabling	Denied	30,482	30,482	YES	7720
██████	8608516	09/28/2021	Closed	Disabling	Accepted	30,247	25,434	YES	7720
██████	8650578	09/09/2022	Closed	Disabling	Accepted	28,183	28,183	NO	6217
██████	8554579	05/29/2020	Closed	Disabling	Accepted	23,907	23,907	YES	7720
██████	8606349	08/24/2021	Closed	Disabling	Accepted	22,400	22,400	NO	8810
██████	8569338	10/15/2020	Closed	Disabling	Accepted	21,395	21,395	YES	7720
██████	8679038	05/16/2023	Closed	Nondisabling	Accepted	19,661	9,116	NO	7720

Number of Claims Received in Last Five Policy Years

Claim Type	Count	Claim Status	Count
Disabling	16	Closed	59
Nondisabling	51	Denied	5
PPD	4	Open	2
Total	71	Void	5
		Total	71

¹ A claim is "Timely" if the 801 or 827 is received by SAIF within five days of the employer's date of knowledge of the injury.
 ^ Designates a preferred worker.

Crook County

Premium estimate for Guaranteed Cost

Period: 07/01/2024 - 07/01/2025

Policy: 791761

Plan: Version #1 (1)

Rating period: 07/01/2024 to 07/01/2025

Location 1: Crook County

Classification description	Class	Subject payroll	Rate	Premium
Weed Control Incl Dr	0050	\$82,219.00	4.07	\$3,346.31
Tree/Shrub Prun/Trim-Above Grnd-Dr	0106	\$0.00	7.52	\$0.00
Street/Rd Const-Fnl Grad/Pve/Rep/Dr	5506	\$1,089,466.00	4.17	\$45,430.73
Street or Road Construction-Subsurface Work & Drivers	5507	\$0.00	2.8	\$0.00
Landfill-All Emp-Inc Fee Colect/Dr	6217	\$598,176.00	3.73	\$22,311.96
Police Officers & Dr	7720	\$5,650,499.00	2.57	\$145,217.82
Inmates	7720	\$100,000.00	2.57	\$2,570.00
County Search And Rescue-Volunteer	7720	\$3,000.00	2.57	\$77.10
City/County-Veh/Equip Repr Shop-Dr	8380	\$228,659.00	1.81	\$4,138.73
Vol Plcmn @ 800/Mo Ea	8411	\$48,000.00	1.18	\$566.40
Public Relations/Sales/Promotion	8742	\$1,615,071.00	0.18	\$2,907.13
Vol Board Members	8742	\$13,000.00	0.18	\$23.40
Office Clerical	8810	\$4,566,394.00	0.07	\$3,196.48
Vol Office Clerical	8810	\$73,000.00	0.07	\$51.10
Vol Police Dispatchers	8810	\$0.00	0.07	\$0.00
Vol Librarians	8810	\$9,000.00	0.07	\$6.30
Attorney & Cler/Messenger/Dr	8820	\$1,358,633.00	0.07	\$951.04
Vol Attorney Assistant	8820	\$55,000.00	0.07	\$38.50
Physician & Clerical	8832	\$1,384,933.00	0.3	\$4,154.80
Vol Health Care Workers	8835	\$1,000.00	1.8	\$18.00
Buildings-Operation By Owner Or Lessee & Drivers	9015	\$374,686.00	2.41	\$9,029.93
County Fairs/Dr	9016	\$294,677.00	2.01	\$5,923.01
Vol Fairgrounds Maintenance Worker	9016	\$43,000.00	2.01	\$864.30
Municipal/Twn/Cnty/State Emp-NOC	9410	\$1,908,203.00	1.2	\$22,898.44
Total manual premium		\$19,496,616.00		\$273,721.48

Description	Basis	Factor	Premium
EL Increased Limits premium (Part II)	\$273,721.48	1.009	\$2,463.49
Total subject premium			\$276,184.97

Description	Basis	Factor	Premium
Experience Rating	\$276,184.97	1.37	\$102,188.44
Total modified premium			\$378,373.41

Description	Basis	Factor	Premium
Pre-pay credit	\$378,373.41	0.97	-\$11,351.20
Total standard premium			\$367,022.21



Crook County

Premium estimate for Guaranteed Cost

Period: 07/01/2024 - 07/01/2025

Policy: 791761

Plan: Version #1 (1)

Description	Basis	Factor	Premium
Oregon Total Premium			\$367,022.21
Premium Discount	\$367,022.21	0.1741	-\$63,889.00
Terrorism Premium	\$19,496,616.00	0.005	\$974.83
Catastrophe Premium	\$19,496,616.00	0.01	\$1,949.66
DCBS Assessment	\$303,373.24	1.098	\$29,730.58
Total premium and assessment			\$335,788.28

Premium discount schedule		
First	\$5,000	0.00%
Next	\$10,000	10.50%
Next	\$35,000	16.50%
Over	\$50,000	18.00%

The experience rating modifier is tentative.

Part Two coverage at limits of \$3,000,000/\$3,000,000/\$3,000,000

Policy Minimum Premium: \$500

Part Two Coverage Increased Limits Minimum Premium: \$160

Your policy premium is based on your current estimated premium and may be prorated for policies in effect for less than a full year or adjusted based on actual payroll by classification.

Terrorism Premium is in addition to Policy Minimum Premium.

Catastrophe Premium is in addition to Policy Minimum Premium.

DCBS Premium Assessment excludes Part Two Coverage.

Payroll Reporting Frequency: Annual

Policyholder Option to Reimburse SAIF Corporation for Medical Expenses (Nondisabling Claims Reimbursement Program): This policyholder has chosen to enroll in the Nondisabling Claims Reimbursement program with Annual claim evaluation.

RENEWAL YEAR COMPARISON

Premiums are based upon estimated payrolls and experience modifier.

Code	Description	Payroll	Rate	2024		2023	
				Rate	Premium	Rate	Premium
0050	WEED CONTROL INCL DR	82,219	4.07	3,346	4.21	3,461	
0106	TREE/SHRUB PRUN/TRIM-ABOVE	0	7.52	0	9.82	0	
5506	STREET/RD CONST-FNL	1,089,466	4.17	45,431	4.63	50,442	
5507	STREET OR ROAD CONSTRUCTION	0	2.80	0	3.22	0	
6217	LANDFILL-ALL EMP-INC FEE COLL	598,176	3.73	22,312	3.61	21,594	
7720	POLICE OFFICERS & DRIVERS	5,650,499	2.57	145,218	2.48	140,132	
7720	INMATES	100,000	2.57	2,570	2.48	2,480	
7720	COUNTY SEARCH & RESCUE-VOL	3,000	2.57	77	2.48	74	
8380	CITY/COUNTY-VEH/EQUIP REPR	228,659	1.81	4,139	2.02	4,619	
8411	VOL PLCMN@800/MO EACH	48,000	1.18	566	1.13	542	
8742	PUBLIC RELATIONS/SALES/PRO	1,615,071	0.18	2,907	0.21	3,392	
8742	VOL BOARD MEMBERS	13,000	0.18	23	0.21	27	
8810	OFFICE CLERICAL	4,566,394	0.07	3,196	0.11	5,023	
8810	VOL OFFICE CLERICAL	73,000	0.07	51	0.11	80	
8810	VOL POLICE DISPATCHERS	0	0.07	0	0.11	0	
8810	VOL LIBRARIANS	9,000	0.07	6	0.11	10	
8820	ATTORNEY: ALL EMPLOYEES	1,358,633	0.07	951	0.11	1,494	
8820	VOL ATTORNEY ASSISTANT	55,000	0.07	39	0.11	61	
8832	PHYSICIAN & CLERICAL	1,384,933	0.30	4,155	0.28	3,878	
8835	VOL HEALTH CARE WORKER	1,000	1.80	18	1.87	19	
9015	BUILDINGS: OPERATED BY OWNE	374,686	2.41	9,030	2.75	10,304	
9016	COUNTY FAIRS/DR	294,677	2.01	5,923	2.11	6,218	
9016	VOL FAIRGROUNDS MAINT	43,000	2.01	864	2.11	907	
9410	MUNICIPAL/TWN/CNTY/STATE	1,908,203	1.20	22,898	1.30	24,807	
Total Payroll: 19,496,616							
Manual Premium				273,721		279,564	
Increased Limits ELCB				2,463		2,516	
Experience Modifier				1.37		1.46	
Modified Premium				378,373		411,837	
Prepay Discount (3%)				11,351		12,355	
Estimated Standard Premium				367,022		399,482	
Volume Discount				63,889		69,732	
Net Premium				303,133		329,750	
Terrorism				974		974	
Catastrophe				1,949		1,949	
DCBS 9.8%				29,730		32,371	
TOTAL PREMIUM				\$335,788		\$365,044	
Difference					\$29,256		

Final Premium Determined at Audit

Policy Dividend History



Policy Name: Crook County
Policy: 791761

Declaration day	Policy period	Standard premium	Loss ratio	Premium dividend factor	Loss dividend factor	Total dividend factor	Premium dividend amount	Loss dividend amount	Computed dividend amount
09/06/2023	07/01/2021	\$240,759.35	72.15%	22.64%	0.0%	22.64%	\$54,508	\$0	\$54,508
09/14/2022	07/01/2020	\$234,089.65	27.41%	13.44%	0.0%	13.44%	\$31,462	\$0	\$31,462
06/04/2021	07/01/2019	\$242,842.14	30.54%	38.14%	0.0%	38.14%	\$92,620	\$0	\$92,620
09/02/2020	07/01/2018	\$194,503.1	11.59%	17.56%	0.0%	17.56%	\$34,155	\$0	\$34,155
09/04/2019	07/01/2017	\$215,199.74	114.86%	20.29%	0.0%	20.29%	\$43,664	\$0	\$43,664
09/12/2018	07/01/2016	\$215,211.03	41.68%	20.59%	3.27%	23.86%	\$44,312	\$7,037	\$51,349
09/13/2017	07/01/2015	\$208,474.54	8.07%	21.38%	10.08%	31.46%	\$44,572	\$21,014	\$65,586
09/14/2016	07/01/2014	\$175,901.44	30.01%	21.99%	2.98%	24.97%	\$38,681	\$5,242	\$43,923
Totals							\$383,974	\$33,293	\$417,267

*It is unlawful in Oregon for an insurer to promise to pay policyholder dividends for any unexpired portion of the policy term or to misrepresent the conditions for dividend payment. Dividends will be due and payable only for a policy period that has expired, and only if declared by and under conditions prescribed by the Board of Directors of the Insurer. Furthermore, it is an unlawful rebate and a violation of the Oregon Insurance Code for an insured or a representative of an insured knowingly to accept a dividend pursuant to a promise to pay policyholder dividends if the promise is made before the policy is issued or if the promise is made for any unexpired portion of a policy period.



Contact Us

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Mission Statement

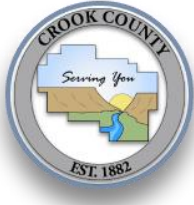
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AGENDA ITEM REQUEST



Date:

Meeting date desired:

Subject:

Background and policy implications:

Budget/fiscal impacts:

Requested by:

Presenters:

Legal review (only if requested):

Elected official sponsor (if applicable):



Crook County

Mailing: 300 NE 3rd Street • Prineville, Oregon 97754
Physical: 203 NE Court Street • Prineville, Oregon 97754
Phone (541) 447-6555

June 12, 2024

Cate Duke
Executive Director
CLEAR Alliance
247 N Main Street, Ste. B&C
Prineville, OR 97754

RE: ODOT Grant

Dear Mrs. Duke,

Impaired driving continues to plague Oregon communities, and related crashes and their preventable deaths and injuries wreak havoc on the lives of citizens and visitors of our state. Sadly, our community of Crook County is not immune to the scourge of impaired driving as evidenced by available enforcement and crash data. There are many substances that cause impairment. A rising concern is cannabis impaired driving. From 2018 – 2022, 30% of the impaired driving fatalities in Crook County were the result of cannabis impairment.

Adults driving impaired by cannabis is not the only problem. According to the CDC, car crashes are the leading cause of death for teens ages 13-19. The 2023 Monitoring the Future Report shows nearly 11% of students surveyed from 8th, 10th, and 12th grades self-reported cannabis usage in the past 30 days. This is of particular concern as according to a recent study published by JAMA (Journal of American Medical Association), 49% of teens report driving after consuming cannabis. The study also indicates the rate of teens driving after using cannabis is more than twice the rate of teens driving after consuming alcohol.

While historical data on cannabis impaired driving statistics is limited, data from the Oregon State Police crime laboratory showed that in 2020, 63.4% of DUII arrests tested positive for THC. Unfortunately, Oregon's cannabis impaired crash data is significantly under-reported. The traffic crash reports that ODOT tracks include only those reports for which an active participant tested positive for the non-metabolized intoxicating element of cannabis (THC or Delta-9 THC). The type of test and when the test is performed greatly affect whether the driver is confirmed to be under the influence of cannabis. Due to many contributing factors, the true number of cannabis impaired driving serious injuries and fatalities is not known. That said, there were at least four confirmed cannabis impaired driving crashes which resulted in four deaths in Crook County from 2018-2022. Still more people experienced lesser injuries and/or property damage because of these crashes.

In addition to the harm caused to our community when cannabis impaired drivers are involved in preventable crashes, these events consume significant law enforcement, fire

department, and hospital resources. The societal costs of cannabis impaired driving are undoubtedly significant, but difficult to measure, as the effects of a crash ripple through our communities. For the reasons stated above, it is imperative that we take proactive steps to address cannabis impaired driving, including through effective education efforts.

The 2021 Oregon Impaired Driving Strategic Plan recognizes that prevention education is an important strategy in addressing this issue. CLEAR Alliance has a proven history of developing fact-based educational curriculum and public educational campaigns in Crook County for substance use/misuse and impaired driving prevention education. The Crook County Commissioners believe CLEAR Alliance is an appropriate partner to develop a specific cannabis impaired driving educational course and public media campaign to be utilized in the Crook County Community.

Pursuant to [23 CFR 1300 Appendix C](#) , I acknowledge the Oregon Department of Transportation Safety Office's role in providing traffic-related services to the citizens and visitors of our community through its partnership with CLEAR Alliance on this project. I acknowledge that while my agency and political subdivision may not have had an active voice in the initiation, development, and/or implementation of this program, Crook County nonetheless acknowledges it will benefit from the program, and hereby seeks to participate by issuing this letter on behalf of CLEAR Alliance.

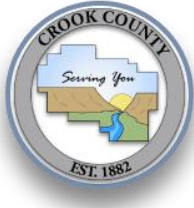
By affixing my signature below, I am both requesting and accepting benefits of ODOT's Transportation Safety program as part of my local government's highway safety program. I understand this program/grant project is provided at no cost to Crook County.

Sincerely,

Signed

Printed Name, Title, and Agency

AGENDA ITEM REQUEST



Date:

Meeting date desired:

Subject:

Background and policy implications:

Budget/fiscal impacts:

Requested by:

Presenters:

Legal review (only if requested):

Elected official sponsor (if applicable):

/

To: Jacquie Davis, Landfill Director – Crook County

Fr: Courtney Voss, Municipal Manager – Republic Services of Central Oregon

Date: June 4, 2024

Re: Service Expansion: Subscription Based – Optional Yard Debris Services for UGB customers

Republic Services is requesting that subscription-based yard debris services be authorized in the urban growth boundary portion of Crook County effective July 1, 2024 (or as soon as is practical). The rate for these services matches the July 1, 2024 City subscription based rates and will thereafter be subject to any Board of County Commissioner approved rate modifications.

Every Other Week Yard Debris Service: \$20.00 per month

Every Fourth Week Yard Debris Service: \$12.12 per month

We appreciate your consideration of this request and look forward to providing this service to UGB customers.

AGENDA ITEM REQUEST



Date:

Meeting date desired:

Subject:

Background and policy implications:

Budget/fiscal impacts:

Requested by:

Presenters:

Legal review (only if requested):

Elected official sponsor (if applicable):

ADDENDUM
to
BridgeTech Terms and Conditions Related to Proposal

This Addendum modifies that certain Proposal and Terms and Conditions made by and between BridgeTech LLC, an Oregon limited liability company, and Crook County, a political subdivision of the State of Oregon. Collectively, BridgeTech and Crook County may be referred to as the Parties.

RECITALS

- A. *Whereas*, BridgeTech provides information technology services including but not limited to technology support and services; and
- B. *Whereas*, Crook County currently operates an internal IT help-desk and service level support system. Crook County wishes to reapportion existing County resources to address long-term projects, and is in need of a capable vendor to undertake such existing programs; and
- C. *Whereas*, BridgeTech is interested in engaging, and Crook County is interested in having BridgeTech engage, an existing County employee who currently provides the County with internal IT help-desk and service level support services; and
- D. *Whereas*, the County is subject to Oregon public records and local government budget law, and wishes to have such obligations acknowledged in its contract documents; and
- E. *Whereas*, the Parties wish to execute the Proposal and Terms and Conditions Related to Proposal, as modified by the provisions of this Addendum.

AGREEMENT

Now, therefore, in consideration of the mutual covenants contained herein, the Parties agree as follows:

- 1. **Effective Date:** This Addendum is effective on the date when the Proposal and Terms and Conditions Related to Proposal are effective, regardless of the date when this Addendum is signed by the Parties. If the Proposal and Terms and Conditions Related to Proposal are not signed by the Parties, this Addendum is void ab initio, and will have no force or effect.
- 2. **Adoption of Recitals:** The above Recitals are incorporated into this Addendum, as terms of contract and not mere recitals.
- 3. **Modification of Confidentiality Paragraph:** The paragraph contained in the Terms and Conditions labeled “Confidential” is modified to read as follows, with additions **underlined** and deletions in *[italics]*.

Confidential. **Subject to the requirements of the Oregon Public Records law and other applicable law, [These] these** terms and conditions, and any subsequent agreements between the parties, and all proprietary information shared between the parties, shall be kept strictly confidential.

- 4. **Engagement of Crook County Employee by BridgeTech:**
 - a. BridgeTech agrees to engage Crook County employee Kelli Yaakola, as a BridgeTech employee within ten (10) days of the Effective Date of this Addendum. BridgeTech

agrees that Ms. Yaakola's compensation will not be less than \$4,750.00 per month for a period of not less than ninety (90) days. BridgeTech may terminate its employment of Ms. Yaakola prior to the expiration of that ninety (90) day period, subject to paying her as if she had been fully engaged for the entire ninety (90) day period.

b. All payments under subparagraph 4(a) are subject to withholdings as may be required by law, or as may be agreed to by BridgeTech and Ms. Yaakola. By way of illustration and not limitation, such withholdings may include withholding related to Oregon or Federal taxes.

c. Notwithstanding the foregoing, Crook County, and not BridgeTech, is solely responsible for paying Ms. Yaakola for any of accrued vacation leave, retirement benefits, or wages, that she earned while employed by Crook County. The County will indemnify BridgeTech and assume the defense for any employment or wage-and-hour complaints that may arise for the period that Ms. Yaakola was a Crook County employee. If BridgeTech receives any claims, lawsuits, or allegations related to Ms. Yaakola's time as a County employee, BridgeTech will immediately notify Crook County.

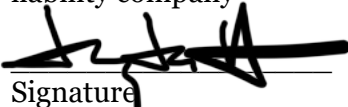
d. Notwithstanding any provision in the Proposal or Terms and Conditions, Kelli Yaakola is a third-party beneficiary of this Paragraph 4 of this Addendum, including subparagraphs a-d, and only this Paragraph 4 of the Addendum. Ms. Yaakola may enforce the terms of this Paragraph 4 as if a party thereto.

5. Counterparts: This Addendum may be executed in one or more counterparts, including electronically transmitted counterparts, which when taken together shall constitute one in the same instrument. Facsimiles and electronic transmittals of the signed document shall be binding as though they were an original of such signed document.

6. Except as modified by this Addendum, the Proposal, and Terms and Conditions Related to Proposal, remain in full force and effect.

In Witness Whereof, the Parties have executed this Addendum, effective on the date specified in Paragraph 1 above.

BridgeTech, an Oregon limited liability company


Signature

Jeremy Hanson CEO
Print Name and Title

5/21/24
Date

Crook County, a political subdivision of the State of Oregon

Signature

Print Name and Title

Date

PROPOSAL:

IT Helpdesk Support Proposal

For:
Crook County

ORIGINAL: MAY 28TH, 2024

CONFIDENTIALITY NOTICE

INFORMATION, METHODOLOGY AND PRICING EMBODIED IN THIS PROPOSAL ARE STRICTLY CONFIDENTIAL AND ARE SUPPLIED ON THE UNDERSTANDING THAT THEY WILL BE HELD CONFIDENTIALLY AND NOT DISCLOSED TO THIRD PARTIES WITHOUT THE PRIOR WRITTEN CONSENT OF BRIDGETECH LLC.

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I. About BridgeTech

BridgeTech was founded out of a desire to provide a high quality IT user experience to the small/medium business market. Too often, we found these firms were overlooked and lost in the shuffle, thereby losing out on the efficiency and competitive advantage of an available, cost-effective and well-designed IT environment that we were servicing in larger, enterprise environments.

The BridgeTech team brings years of IT experience to every client, specializing in IT for government, legal, manufacturing, construction, hospitality, automotive, and vertically integrated companies. Our vision is to be an industry-leading technical support and strategic technology partner for businesses of all sizes. We are relationship-focused, strategically-minded and technically savvy. We build scalable and dependable technical infrastructures that grow as companies do. We solve for today and build for tomorrow.

OUR PROMISE

Our values are key to who we are and how we work with our clients and partners.

- We are **responsible and dependable** - you leave the technical foundations to us so that you can focus on your business.
- As **masters of the technical craft**, we will offer you smart and appropriate solutions to the technical challenges that arise.
- We **communicate smartly** - keeping you updated on both what we are doing, how we are doing it and what you can expect. We are transparent to give you peace of mind.
- Solving for today and for tomorrow is important to us. We are **strategic & forward thinking** - ensuring that we solve challenges and upgrade systems and infrastructure so that the same problems don't arise again.

II. Executive Summary

This proposal is presented to Crook County on behalf of BridgeTech. This proposal is delivered in good faith and summarizes the benefits of Crook County working with BridgeTech to handle their IT Support needs.

Key Recommendation:

After talking with Stephen Chellis, a key decision maker and learning about the current and future IT goals, BridgeTech recommends our BridgeTech Assist IT helpdesk/service desk support model for their daily end user support requests.

Rationale:

Take advantage of the manageability, scalability and cost effectiveness of BridgeTech Assist help strategy. With BridgeTech handling IT helpdesk, the Crook County team is able to solely focus on their business goals.

Scope:

An all-in-one approach that includes:

- Helpdesk IT Support (100% US Based)
- Management and monitoring of the Help Desk, escalation processes, etc
- services to be performed both remote and Onsite support at Crook County offices will be provided as TBD

III. Current Challenges

Crook County IT currently has needs for their IT support and previously went through an RFP process for this opportunity. This has worked well but has the following challenges:

1. In house IT resources are focusing on their mounting daily IT initiatives, wanting to keep those moving forward, without having key team members being spread thin.
2. As tasks have grown, and resources have been limited and it has become more difficult for current team members to support Service Desk requests (including after hours, weekends, etc).

IV. Partnership Goals

The desired goal/objective for this partnership is to address Crook County IT challenges with IT support, specifically:

1. Implementing a solution that provides a secure and stable IT environment with known and predictable ongoing operating costs that takes advantage of the latest available methodologies.
2. Reduce downtime and frustration, while addressing IT resiliency and remote workforce concerns
3. Continue a trusted relationship with the IT support vendor that has the best interests and business in mind. This includes understanding short-term needs and long-term strategies in order to build an IT Support infrastructure that meets the counties evolving needs
4. A highly responsive tech support team - BridgeTech has the ability to respond to tech support requests in an expedited fashion because we have technicians who are experienced in regularly servicing customers (both remote and onsite).

V. Solution | Scope of Work

In order to support the partnership goals and address Crook County’s challenges, we propose the following Scope of Work:

An all-in-one approach that includes:

- Helpdesk IT Support (100% US Based)
- Support services to be performed both remote and Onsite support at Crook County offices will be provided as TBD
- Potentially hiring current Crook County help desk fte for at least 90 days, (see addendum)
- Maintaining Service Level Agreement (SLA) that aligns with the County’s needs.

VI. Budget

Monthly costs:

	Description	Estimated Costs
BridgeTech Assist	Helpdesk IT Support	
	Total	\$11,997/mo

Note: 1 year agreement

BridgeTech Rates for as needed services/projects:

- Desktop Support / Light Server - \$125/hr
- Project Management - \$125/hr
- Systems Engineer - \$165/hr
- Cloud Engineer - \$197/hr
- Sr Enterprise Engineer - \$225/hr

VII. Evaluation

BridgeTech will provide an annual report of partnership performance. This will include:

- overall percentage level of adherence to service levels
- cases by category
- for top 5 frequent case categories - strategic recommendations for infrastructure (hardware or software), training, communication upgrades
- Other strategic recommendations to improve the partnership

VIII. References

- 1) **City of Tigard** – Mike Nolop – 503-726-6664
- 2) **City of Gresham** – Pat Hartley– 503-618-2520
- 3) **City of Milwaukie** – Brandon Gill – 503-683-1153
- 4) **City of Happy Valley** – Will Wilson – 503-783-3800
- 5) **Bullard Law** – Andy Kitchen – 503-481-4445

IX. Next Steps

In order to complete this proposal and secure proper start dates and resources:

- Both parties need to come to terms of the proposal and sign off
- Confirm timeline/start date

Signature Acceptance

By signing this Agreement, the Customer hereby authorizes BridgeTech to provide the Services listed herein and on any/all attachments. This Agreement is subject to and controlled by BridgeTech's Standard Customer Agreement which will be distributed with this proposal. Customer Agreement may be modified from time to time and all of which are hereby expressly incorporated by reference

Please sign, date, and scan/email back to jhanson@bridge.tech

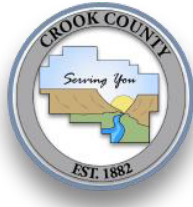
Name: _____

Title: _____

Signature: _____

Date: _____

AGENDA ITEM REQUEST



Date:

06/10/2024

Meeting date desired:

06/12/2024

Subject:

Ratification of Ag Extension Manager position

Background and policy implications:

Rebecca Keegan has been acting as the Ag Extension Manager. Her appointment to the position on a permanent bases needs to be ratified by the Board. Rebecca's position will allow her to provide services to the Finance Department and Road Department on an as needed basis.

Budget/fiscal impacts:

The position is budgeted for in both the Fiscal Year '24 and Fiscal Year '25 budgets.

Requested by:

Will Van Vactor
will.vanvactor@crookcountyor.gov | 541.447.3211

Presenters:

Will Van Vactor
Susan Hermreck

Legal review (only if requested):

Elected official sponsor (if applicable):



Crook County

Mailing: 300 NE 3rd Street • Prineville, Oregon 97754
Physical: 203 NE Court Street • Prineville, Oregon 97754
Phone (541) 447-6555

June 12, 2024

Walter McCallister
4040 Fairview Industrial Drive MS-3
Salem, OR 97301

Dear Walt McCallister,

I am pleased to submit a letter of support for an additional round of funding for the Transportation Safety Action Plan Implementation project. This project will be focused on accomplishing two things:

1. Securing a Regional Transportation Safety Coordinator housed at Central Oregon Intergovernmental Council (COIC), and
2. Developing and advertising public communications and other public outreach and engagement options to reduce fatal and serious injury crashes in Central Oregon.

As a neutral facilitator and convener for the region, COIC has served as project manager for the Central Oregon Area Commission on Transportation (COACT) since its conception. COIC is currently project managing the COACT Safety Committee, a subcommittee of COACT, in partnership with the Bend Metropolitan Planning Organization (Bend MPO). Currently these two organizations are working together on the FY 23-24 Transportation Safety Action Plan Implementation project to develop safe driving messaging for Central Oregon.

Crook County supports COIC's funding request through ODOT to fund the FY 24-24 Transportation Safety Action Plan Implementation project.

The goal of the Regional Transportation Safety Coordinator will be to liaison and coordinate with stakeholders around the region to implement multi-disciplinary approaches to reduce the number of fatal and severe traffic crashes in Central Oregon. The Safety Coordinator will also be responsible for administering the funding received from ODOT for the FY 24-25 Transportation Safety Action Plan Implementation project. This will include, but is not limited to, planning outreach events, conducting studies, and taking other actions as outlined in the Jefferson County, Deschutes County, Crook County, Confederated Tribes of Warm Springs and the Bend MPO's Transportation Safety Action Plans (TSAPs). The Regional Transportation Safety Coordinator will be responsible for tracking and monitoring the budget for this work.

COIC's total funding request is for \$295,000 of the \$368,750 cost for the Transportation Safety Action Plan Implementation project. Other funding includes in-kind contributions and local funds. The table below outlines the project request, broken down by task.

Task	Request	Match	Timeline
Regional Transportation Safety Coordinator	\$100,000/year for two years	\$25,000/year for two years	10/1/2024 – 9/30/2026
FY 24-25 Transportation Safety Action Plan Implementation Project	\$95,000	\$23,750	10/1/2024 – 9/30/2025

Thank you for your consideration of this request.

Sincerely,

<p style="font-size: 2em; margin: 0;">X</p> <hr style="border: 0.5px solid black; margin: 5px 0;"/> <p style="margin: 0;">Seth Crawford County Commissioner</p>	<p style="font-size: 2em; margin: 0;">X</p> <hr style="border: 0.5px solid black; margin: 5px 0;"/> <p style="margin: 0;">Brian Barney County Commissioner</p>	<p style="font-size: 2em; margin: 0;">X</p> <hr style="border: 0.5px solid black; margin: 5px 0;"/> <p style="margin: 0;">Susan Hermreck County Commissioner</p>
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