



Board of Commissioners

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MINUTES

BOARD OF COMMISSIONERS GOAL-SETTING MEETING

February 15, 2024, 10 AM

Present: Xanthippe Augerot, Chair; Nancy Wyse, Vice Chair; Pat Malone, Commissioner; Rachel McEneny, County Administrator; Vance M. Croney, County Counsel

Staff: Rick Crager, Financial Services; April Holland, Health Services; Don Rogers, Undersheriff; Gary Stockhoff, Paul Wallsinger, Public Works; Darren Nichols, Shannon Bush, Community Development; Adam Loerts, John Larsen, Information Technology; JonnaVe Stokes, Public Information Coordinator; Sean McGuire, Maura Kwiatkowski, Board of Commissioners Office; Amanda Makepeace, Board Recorder

Guests: Alex Powers, Mid-Valley Media

1. Opening

- 1.1 Chair Augerot called the meeting to order at 10:04 AM.
- 1.2 Introductions were made.
- 1.3 There were no announcements.

2. Review and Approve Agenda

Chair Augerot indicated an executive session was not needed today. No other changes were made.

3. Discussion Topics

3.1 Facilities Report – Gary Stockhoff, Paul Wallsinger, Public Works

Wallsinger indicated the facilities report would be a brief overview of current assets, the county's status with capital projects, completed projects, and items in the queue for attention.

Stockhoff reported that as of February 14, Benton County (BC) is the owner of the 4185 SW Research Way property.

Wallsinger said across 20 assets with five maintenance technicians and six custodians, several capital projects were completed this year. The Request for Proposals (RFP) for the courthouse roof is open for bids until March 20, with the award announced by the end of March. Work orders numbering 621 were completed through Facilities in 2023, with another 200 completed orders through January and early February 2024.

Augerot mentioned a prior discussion about changing the Kalapuya Building entrance way to a double door. Wallsinger confirmed a requested project for an energy-saving vestibule in the front of the building, but it did not align with funding availability or is lower on the priorities list.

Crager asked Wallsinger about his confidence in funding the courthouse roof replacement. Wallsinger indicated it would be close; the project amount is \$350,000; Wallsinger's projections were in the \$325,000 to \$330,000 range. The final cost will be determined by February 20.

Augerot wondered if there has been engagement with the Corvallis Historic Resources Commission. Wallsinger confirmed outreach and brought a sample roof tile from the courthouse, which has a stamped patent date of 1886. The primary evaluation category of the RFP is the ability to provide exact one-for-one replacements. The Historic Resources Commission is primarily concerned with the material shape and colors.

Crager noted this particular roof project was one of two previous where the county attempted to secure state funding through the State Historic Preservation Office (SHPO).

McEneny asked about potential savings of the countywide LED upgrade with respect to sustainability. Wallsinger reported between nine and 14 percent savings across the county.

Stockhoff said one of the technicians is also dedicated to the county service districts, including Alsea and Alpine, where time is focused on water treatment facilities and less on building facilities.

Wallsinger reported:

- completion of small projects at Kalapuya, Fleet, and the Law Enforcement Building (LEB).
- installation of an electrical submeter to track electricity usage.
- repair of four leaks under the slab of the BC jail.
- replacement of one large HVAC unit in the Sheriff's Annex.
- rebuilding an apartment to be used as transitional housing through a partnership with Behavioral Health (BH).
- repairs currently being done on the Alsea sewer system.

Malone asked how repair costs are handled if the county is completing the work in the LEB, which is shared with the City of Corvallis.

Wallsinger indicated there is a Memorandum of Understanding (MOU) with the city; BC charges a pro rata monthly expected amount for facilities, maintenance, and operations. At the end of each year, a final accounting is completed to find the difference. Credits on the Corvallis side move into the upcoming fiscal year.

Wallsinger reported on pending projects:

- a stairwell in the Health Services Building is being addressed.
- a bike locker will be installed.
- completing repairs to Fleet's drain system.
- placing two new workstations in Developmental Disabilities.
- In progress construction of one or two new offices in the BOC.
- concrete repairs and flooring replacement at the LEB.
- flooring in the Monroe Clinic is deteriorating and needs replacement.
- 4185 Research Way (Children & Families Building):
 - full replacement of the HVAC system
 - building improvements
 - installation of Internet services

Wyse asked if the Monroe Clinic flooring project was a fairly small project. BC is still hoping for \$1 million in funding through Congresswoman Val Hoyle for a new clinic building.

Wallsinger confirmed completion of repairs as needed on three exam rooms, perhaps 600 to 700 square feet of flooring.

McEnery reported ongoing conversations about restacking employees; working with consultants to look at BC buildings and the type of work performed. The HVAC issues and electrical costs in the downtown BOC Building and the Sheriff's Annex indicate this might be a time to put them on the market for development.

Malone mentioned a prior discussion with Wallsinger about an update to the 2011 Facilities Book listing the square footage and condition of BC facilities and wondered if it was available online.

Wallsinger confirmed creation of individual building spreadsheets with square footage; small updates will need to be done, including adding the newly acquired building, though a question remained about placement on the Facilities website. No information about the relative energy efficiency of a building is included at this point.

Augerot would also like to see information of this type. Increased square footage, even in new, efficient buildings presents challenges in terms of the Board's climate goals, while considering which buildings to keep while also meeting employee needs.

Wallsinger indicated the buildings are currently being tracked to a certain degree, explaining McGuire's comprehensive carbon spreadsheet tracks energy, natural gas, and water. Wallsinger will do research for an efficiency number for a building.

Augerot said it would be helpful to receive regular snapshot updates of the progress of BC capital construction projects and the next phase of construction.

Stockhoff talked with Public Information Officer Grogan about regular updates to capture work on the courthouse, the buildings to house the District Attorney (DA), the Emergency Operations Center (EOC), and the Crisis Center, and to update those fact sheets.

Malone asked for inclusion of information about the completion dates on the buildings.

Augerot was curious about custodial and grounds maintenance contracts.

Wallsinger reported Natural Areas, Parks, and Events (NAPE) pulls from the Uniform Rental Rate (URR) fund every year for the landscaping contract.

Augerot was pleased with the work done on the courthouse and asked Wallsinger about staffing. Wallsinger advised one short-term custodian would be needed. On the maintenance side, probably two more technicians will be needed once the new buildings are inhabited, which means two work vehicles and two laptops.

Crager is working on environmental tests with Wallsinger and Stockhoff as 4185 SW Research Way comes online. The URR transition from the old Ninth Street lease will help fund staffing for Wallsinger. Crager will then reevaluate it for the budget development process prior to the 2023-25 biennium.

Augerot reported receiving questions from constituents about expenses for expansion and would like to know who is managing the leases. Crager is working with Wallsinger to create relationships and communicate with tenants. The leases have been pulled into Financial Services (FS), and FS coordinates with Wallsinger monthly on billing.

Stockhoff said a new administrative position to support Public Works (PW) has freed up significant time. Wallsinger has assembled an excellent team.

Malone asked about receiving a detailed bid from Hoffman Construction for the courthouse work in March 2024 and if the bid would provide a reasonable idea of the cost. Crager replied that the bid timeline might move into April 2024.

Stockhoff indicated Hoffman Construction has begun sharing more refined cost numbers and was pleased with their subcontractors. Hoffman is also slated to work on the EOC, which is progressing.

Crager added estimates are trending in the right direction and below what was planned. Regarding the management of the project budget, Stockhoff at Public Works, the

construction company, and Otak project consultants have all been excellent work partners.

Augerot inquired if the DLR Group's role is mostly complete as far as design and engineering.

Stockhoff replied no; DLR Group was sent 25% construction drawings last week and will keep moving ahead. Regarding the EOC, Stockhoff believed DLR is finishing schematics to prepare for design and development. Once construction begins, DLR Group will play a role, though a lesser one than currently. Otak will serve as liaison between the contractor and the county.

Crager noted he and Croney reviewed Oregon Justice Department (OJD) documents for the funding agreement and are getting closer to finalizing.

Malone asked about the timeline for the groundbreaking on the courthouse. Stockhoff indicated late spring 2024. Permitting is still in process, and communication from some agencies can be challenging, but the teams are working through issues.

Augerot wondered about permitting from the city and the county's ability to proceed with permitting with regard to design completion. Stockhoff indicated the final infrastructure permits are being prepared, with the second round of plans submitted yesterday. The land use requirements need to be finished and then the final plat will be filed, along with the land use conditions. The work with Oregon Department of Transportation (ODOT) is going well. The Department of State Lands approved a permit for the wetlands; the next step involves the US Army Corps of Engineers.

Augerot expressed concern about the focus on look and feel of the courthouse with the preliminary schematic design, but no focus on the formality of the space. She was curious about how it all will be communicated; with regard to community sensitivity, the desire to avoid a palatial building, and the absence of community engagement regarding the character of the courthouse.

Stockhoff said a community engagement component was not factored into the process. The budget dictates what the courthouse will look like, with cost-effective materials chosen for durability and longevity. A level of grandeur is recognized by the OJD and the District Attorney (DA). Crager explained Hoffman Construction is invaluable in this regard; they are aware of budget needs and looking for cost-effective solutions that acknowledge the historic courthouse's intent and purpose.

Augerot wanted to factor in community engagement, stating the focus to date has been on design, permissions, and agreements; she hoped to engage the community on their preferences and to hear their opinions.

Crager would like to confer with McEneny, Augerot, and Grogan about engaging the public.

3.2 Information Technology Goals, Strategies, and Projects Roadmap – Adam Loerts, John Larsen; Information Technology

Loerts outlined the priorities for the Innovations team within the Information Technology (IT) Department. On the operations side are the Network, System, and Service Desk teams, while Innovations operates separately. Service Desk management, project improvement management, and the county website are themes currently addressed by the Innovations team.

Larsen explained the Innovation strategy is to use a written objective with departments to determine what has a high-value return. Larsen explained three strategic goals: the development of web-based tools for conducting county business, data integration and sharing via business intelligence tools, and digitization of paper records.

Loerts explained cloud computing as a data-sharing center built at a cost-effective scale. A move to cloud computing eliminates administrative overhead costs with greater data efficiency.

Augerot mentioned upcoming Federal Trade Commission regulations around website accessibility for compliance with the Americans with Disabilities Act (ADA). Loerts explained county website accessibility is being addressed around matters involving criminal justice, health, information, policy, and HIPAA (Health Insurance Portability and Accountability Act) requirements.

McEneny inquired about the data projects suggested by department heads and how priorities are decided. Larsen explained his advisory role providing information on technological requirements to department directors and research on products and vendors.

McEneny would like to see process improvement around communications with the Board about new software, projects, and prioritization.

Loerts said IT may offer some guidance to departments on efficiency or technical aspects, but requests are generally driven by BC policy or system upgrades. Defined teams existed for Networks, Systems, and Service Desk; the Innovations Team was developed after Loerts began with BC. Innovations has roles for a database administrator, business analyst, and program analyst; its purpose is to build a business analysis skill throughout the county to understand a department's business and improve technical communications.

Larsen said IT's quarterly release schedule for long-term projects includes plans for training manuals, staff instruction, and release notes.

Maloe supported improved internal communications and asked how information is shared and tracked outside of BC. Loerts explained government groups provide information on security while online user groups engage with other skilled professionals.

Arctic Wolf is a security operations center partner tracking vulnerabilities, updates, and information.

3.3 Boards, Commissions, and Committees Status Discussion – Board of Commissioners

McEneny said direction from the Board is requested on the type of report, what information should be included, and the time commitment expected from directors when interacting with boards, committees, and commissions. McEneny reviewed the list to note the missing committees and bylaws status.

Augerot asked for this clarifying discussion as boards and committees operate differently and have varying levels of staff support. Defined purpose, expectations, and roles will clarify the work of the board or committee in fulfillment of its specific goal.

Wyse stated the county boards feel disconnected from county work, and commissioners do not have a clear understanding of their respective roles. Wyse requested an organizational chart explaining funding sources which are advisory to the Board of Commissioners (BOC), the Sheriff's Office, or the DA, versus advisory boards to staff.

Augerot explained some committees to which the BOC appoints are associated with Corvallis. She also noted external bodies, such as the Linn-Benton Housing Authority, Community Services Consortium (CSC), or the Community Action Advisory Committee, which all have membership that includes some BC appointees.

McEneny asked about the BOC's goals regarding the committees meeting irregularly or whose purpose has morphed and mentioned the Law Enforcement Review Committee (LERC), which has been inactive since 2017 after charter expansion was proposed.

Croney explained that LERC's role as a committee was to review complaints from the public regarding interactions with law enforcement, with the most recent meeting in approximately 2014. Former Sheriff Scott Jackson moved to change the committee with no action since then.

Augerot shared that the Sheriff's intent was to shift to a community advisory board as LERC only met as needed. Augerot believed after Sheriff Van Arsdall began, Sheriff's Office (BCSO) staff put together draft bylaws for a new BCSO advisory committee that has not yet met. Augerot is interested in its status as the Criminal Justice System assessment recommended an advisory board analogous to the city's police department.

Wyse noted the exclusion of the Historic Courthouse Advisory Committee and those associated with the city. The Library Advisory Board and the Economic Development Coalition are on Wyse's schedule. Wyse agreed the county's committees and boards need a clear purpose, whether the BOC provides the workplan or the committee provides it to the BOC for approval, and there should be an annual report.

Malone shared the Library Board is on the alphabetical list under the title Corvallis-Benton Library Board, as is the Courthouse Preservation Committee. Wyse explained it is different from the Historic Courthouse Advisory Committee.

Augerot said BC does not appoint to the Historic Courthouse Advisory Committee, and it is not on the list because it is a courthouse-level committee.

Wyse stated even the committees not directly under the BOC send reports.

Wyse said the Historic Courthouse Advisory Committee does not have bylaws or a charter, which proves challenging when issues arise.

Croney stated committees and boards currently advise the responsible department. When committees state they report to the Board, the community members who serve on these committees have an expectation of an interaction with the BOC, which has been the reason for previous changes in reporting structure over Croney's time with BC.

Wyse prefers interaction with boards and committees but noted interaction with the responsible department is important.

Augerot said the leadership of the individual department needs to value and support the committees, though it may depend on allocation of staff time, which merits a conversation with each department.

Wyse expressed a concern with one commissioner being aware of the activities of a committee while the other two commissioners may be unaware, or the possibility of a commissioner steering the direction of an advisory board in the absence of input from the other two commissioners.

McEneny said these advisory boards should function to provide guidance on an issue; reporting to the BOC will keep them accountable.

Wyse stated one drawback to advisory boards that provide recommendations but are not supported by all commissioners is the dissatisfaction from committee members, which would be likely if the BOC changes the reporting structure.

The following boards and committees were discussed:

Budget Committee

Augerot believed all members are returning though that fact should be verified. The meeting cadence stated is Quarters 1 and 2 of biennium budget years; it also meets in off years as needed to discuss elected officials' salaries.

McEneny wondered about the length of a Budget Committee term. Croney indicated a term is four years.

Augerot discussed turnover and noted most committees have term limits, but she did not believe that to be true of the Budget Committee.

Charter Review Committee (CRC)

Augerot indicated the last meeting of the CRC was not included in the review document.

Croney noted it last met in approximately 2014 or 2015. Since the BC Charter amendment in 2003 starting a five-year meeting cycle for the CRC, Croney has yet to receive requests for a briefer meeting cycle. A charter amendment was added for ranked choice voting in 2016, initiated by an outside group. Augerot wondered if invitations should be issued on a five-year basis or as needed. Wyse preferred the as-needed model. McEneny did not feel county business was affected in any way due to the current charter.

Croney explained when the CRC is appointed, the BOC gives it the charge of examining a particular issue, and the CRC does have the freedom to examine other issues. The current BOC has not yet had an issue that merited convening the CRC.

Augerot would like to update the CRC with gender-neutral language.

Malone was concerned about meeting frequency and an appointed member potentially forgetting the obligation. He wondered if there was regular contact with members.

Croney confirmed members are appointed. After the CRC issues its report, its charge is fulfilled, functioning similarly to an ad hoc committee.

Wyse was unable to find the charter posted on the new county website.

Croney responded BC in the process of importing the BC code, the development code, and the charter to the new website.

Wyse looked at the charter several years ago with regard to pronouns and found no concerns. Wyse prefers the CRC convene as needed and wondered if the BOC could update the charter with pronouns without having to convene the CRC.

Croney replied convening the CRC would not be required. He added ignoring the CRC's recommendations could negatively affect future efforts of the individual appointees and recommended providing a very defined purpose.

Augerot said renaming it the Ad Hoc Charter Review Committee would clarify it is not a standing body.

Malone was on the CRC in the early 2000's when the meeting cycle was changed to every five years. He did not see a need to convene the CRC unless there is a specific purpose.

Citizen Advisory Committees (CAC)

Augerot explained the purpose of CACs are prescribed by state law, are part of the Community Development (CD) land use process and are organized locally with CD staff.

Wyse would prefer all CACs be active but was unclear as to the reasons for their variable status, having received several explanations. The Planning Commission (PC) expressed concerns about a lack of communication from some CACs during Wyse's time on the PC.

Malone noted Alsea has revived its CAC. He prefers a balance between the frequency of meetings and taking up staff time.

Augerot felt it was about staff capacity and local perceived need, believing there is merit to engaging the CAC while moving forward in terms of a comprehensive plan review. Augerot supported Alsea's need for a semi-official locally elected body to engage with BC on a regular basis to improve their community.

Wyse shared having heard from BC staff and former and current CAC members that staff capacity to engage with CACs is an issue. Wyse suggested setting a twice-yearly meeting requirement or inviting CACs to the annual Joint Planning Commission meeting as a way to move CAC engagement from reactive to proactive.

Community Health Centers

Augerot said the Community Health Centers (CHC) board is active. It is federally mandated and governed by bylaws and the Health Resources and Services Administration (HRSA) requirements. Members are recruited by staff and appointed by the CHC board.

Corvallis-Benton County Library Board

Wyse said BOC appointments to the Corvallis-Benton Library Board occur on a regular basis and the board runs very smoothly.

Courthouse Preservation Committee

Augerot and Wyse discussed the Courthouse Preservation Committee (CPC), noting it as different from the Historic Courthouse Preservation Committee. BC PW is the responsible department and receives its reports, but the CPC is sponsored by the City of Corvallis; the BOC does not make appointments.

Augerot noted the Historic Resources Advisory Committee (HRAC), to which Wyse is a liaison, does not appear on the review list. Croney advised the HRAC is an ad hoc committee. Wyse said its original timeframe was less than a year and is now well over two years. Augerot said board members were recruited actively by NAPE. The HRAC

should be added to the list despite its eventual sunset. Wyse expressed concerns over the duration of HRAC and expressed concern members might lose interest as it continues without an end date.

Disposal Site Advisory Committee

McEneny noted the bylaws are being changed.

Croney said the notice was published to solicit applications for members.

Augerot reported a staff question about which bylaws to send to appointed members.

McEneny indicated the draft bylaws should be sent.

Croney preferred not to send draft bylaws.

Wyse wondered about the appropriateness of recruitment if the bylaws are not finished.

McEneny would like the bylaws to be amended prior to the interview process.

Wyse asked for clarification about the committee's membership.

McEneny said members in current terms will remain; expired positions are open to all applicants. No existing members will be removed.

Augerot agreed the amended bylaws should be the document shared with applicants.

Enterprise Zone Committee

Augerot indicated this Corvallis-sponsored committee meets as needed; BC appoints members to it.

Environment and Natural Resources Advisory Committee (ENRAC)

Augerot explained this committee meets monthly but was unsure about its purpose. The BOC currently does not engage with ENRAC but met with its predecessor committee regularly.

McGuire cited confusion within the committee due to its complex structure attached to five departments: Health, PW, CD, Sustainability, and NAPE. Previous members believed the BOC would guide their work; this misunderstanding led to some turnover in membership. McGuire has managed new member expectations by explaining the workflow and hierarchy of the committee relative to the five departments.

Augerot wondered about the level of engagement from those five departments. McGuire explained it varies due to each department's function, workload, and the willingness of each departmental liaison to try new approaches.

Augerot agreed it could be helpful to expect a one-page summary of the project-level support provided to departments and the role played so the BOC can recognize and understand the committee's contributions.

Malone mentioned an annual dinner hosted by BC to formally recognize members of advisory boards and committees for volunteering their time; events of the pandemic affected the scheduling of this event. The dinner was valuable for engagement and for the various members to realize the breadth of county boards and committees.

Fair Board

Malone, who is on the Fair Board, indicated this group of very involved members meets regularly. He would like to see stability in staff who work with the Fair Board and the Fair Foundation.

Augerot shared a vision to see Hispanic representation on the Fair Board. This is a state-mandated board with a formal agreement between the BOC and the Fair Board describing operations and roles. A review of this document at both the BOC and Fair Board levels is appropriate. She described its role as co-governance with the BOC.

Croney cited the Fair Board as an excellent example of a board knowing its purpose and receiving yearly confirmation of its purpose via the execution of the Fair.

Fair Foundation

There was discussion about its inclusion in the list, with Augerot believing it is a nonprofit foundation. It was determined not to be a county-sponsored board..

McEneny directed it to be removed from the list.

Food Service Advisory Committee (FSAC)

Augerot noted new membership and felt it was in a good state. Croney indicated the committee now has all vacancies filled.

Historic Resources Commission (HRC)

Augerot indicated the HRC is productive. There is staff support, its purpose is clear, and it contributes relevant expertise.

Home, Opportunity, Planning, and Equity Board (HOPE)

Wyse noted a meeting frequency change from quarterly to monthly, according to bylaw changes made recently.

McEneny indicated she would reach out to the Health Services Interim Director to clarify the meeting frequency.

Law Enforcement Review Committee (LERC)

Augerot confirmed this committee has not been meeting.

Croney explained the process to abolish it as an agenda item.

McEneny asked about the current process to make a complaint. Croney said a complaint will go to the Sergeant, then the Sheriff, then to the committee.

McEneny will discuss with the Sheriff how to set up a review committee and explained the review of body camera footage would add an additional step to the process.

Wyse shared the Sheriff intended to pursue the highest level of law accreditation possible from the Commission on Accreditation for Law Enforcement Agencies.

Augerot would also like an update on the review process for complaints as an agenda item for the future, which would lead to a conversation about the status of LERC.

Mental Health, Addictions, and Developmental Disabilities Advisory Committee (MHADDAC)

Augerot indicated she is the BOC's liaison to MHADDAC by its request. The Behavioral Health (BH) Resource Networks require oversight from this committee at the local public health authority level, meaning these committees have a role. Damien Sands in BH will meet with the co-chairs to discuss bylaws and propose three subcommittees for mental health, addictions, and developmental disabilities with a quarterly joint meeting. There is strong community interest in this committee, though high attrition.

Croney commented this committee has described seats that can be challenging to fill, and its functions have increased over time.

Natural Areas and Parks Board

Augerot indicated this board is doing very good work and fulfilling its purpose.

McEneny noted a discussion with counsel about boards and commissions to build capacity by having an attorney provide another review when discussing topics such as land use issues. This would be a good investment from a risk perspective.

Property Value Appeals Board

Augerot reported this board is functioning without issue.

Public Health Planning Advisory Committee

Augerot explained this committee is not currently meeting; she would like Health Services to address that; perhaps suspension of the board is the better action.

Croney mentioned all of the boards and committees on the review list, except for those with asterisks, could be ad hoc committees reactivated when there is a need.

Wyse recommended looking at the work required within the county to determine which boards and committees are best suited to be ad hoc.

Augerot would like to avoid perpetual committees by creating term limited, limited duration, ad hoc, or task force committees.

Statewide Transportation Improvement Fund Advisory Committee

Augerot explained this as newer statutory municipal committee with Corvallis with a dual role; one for funding and one for delivery of services. PW may need to consider negotiating a new IGA (intergovernmental agreement) with the city about a BC transit staff role on this committee to meet BC's programmatic goals and to apply the funding that BC brings to the committee.

Willamette Criminal Justice Council

Augerot said this is the local statutory public safety coordinating council; it has not met for eight months.

Wyse asked if WCJC is run by the DA's office or the BOC.

Augerot acknowledged there is some confusion. There was an IGA between BC, Adair Village, and Philomath to fund it; and Oregon State University (OSU) contributes funding. Currently there is an interim, limited-duration staffer who also plays an important grants management role within the DA's office, so it was left with the DA. This is the Systems Review Committee for law enforcement and should be involved in any future justice systems improvement and responsible for any data review. In BC, it is primarily an information-sharing body that also provides assistance with the Justice Reinvestment Initiative and Juvenile Services funding grant proposals sent to the state. The membership is large, and there are structural issues. Augerot has been working with the Executive Committee to conduct a sequential intercept mapping exercise to get a better sense of service gaps, create a strategic plan, and rewrite the bylaws. Augerot will have a conversation with Assistant DA Joslin.

Wyse advised approaching DA Haroldson for his input regarding the council and his efforts before retirement to make for a smooth transition.

McEneny said the contents of the review list will be discussed at the next Leadership Team meeting.

Augerot wondered about the flow of information relative to the boards where a commissioner has a role; do fellow commissioners believe they are receiving good updates?

McEneny suggested an agenda sub-item for commissioner liaison roles to ensure sufficient time and space for updates.

Malone appreciated the discussion and would like clear indications of the sponsorship of a board or committee, the inclusion of the liaison person, and which boards have prescribed membership.

Wyse's understanding of internal committees is as an advisory role to the departments, who report to the County Administrator.

McEneny said it could be helpful to have such a list as an accompaniment to the organization chart and the project tracker being developed. McEneny also noted some advisory boards are regional.

Augerot felt the Sustainable Materials Management Plan Task Force should be included on the list if the BOC appoints to it.

Wyse would like to see boards that need changes involve the entire BOC in updates, not just the liaison.

3.4 County Administrator Priorities Review – Rachel McEneny, County Administrator

- Completion of a market study for management, confidential, and managerial employees to meet the goal of making BC an employer of choice and to address compression issues within the Sheriff's Office.
- Recommendations for a non-represented employee compensation plan to align with the market.
- Reassessment of the Equity, Diversity, and Inclusion coordinator role for alignment via a draft RFP to outside consultants to assist in identifying county needs, staff training opportunities, and public engagement opportunities to create an inclusive and equitable workforce.
- The 4185 SW Research Way building is now the Children and Family Services building.
- The McBee Campground acquisition is taking time but will provide recreation space and will need to be brought to county standards for safety and access.
- The initial damage assessments from the January 2024 ice storm are ongoing; a \$1.8 million reimbursement is sought. Lessons were learned about internal and external processes, and employee notifications will be applied to future extreme weather events, including training BC staff to focus on the emergency at hand with a final report to come.
- The DSAC Coordinator position has been filled. The revised bylaws will be brought to the BOC this month. New members will be appointed to the advisory committee vacancies; it has taken a great deal of communication, coordination, and clarification between the departments and the community to move DSAC forward.
- Facilities assessment and planning continues to be a work in progress, recognizing the challenges of building in BC and in Oregon. McEneny would like to see robust communication around project dates, notifications of permitting, and delays.
- Discussion of telecommuting and effective departmental approaches.
- Discussion of sustainability goals, including electric vehicle infrastructure placed in facilities throughout BC to which the public has access.

- Training at the National Association of Counties (NACo) Legislative Conference in Washington, DC.
- Discussions at NACo about
 - rural broadband;
 - FEMA (Federal Emergency Management Association) reimbursement;
 - Extensions to ARPA (American Rescue Plan Act) funding; she believed BC will spend all of the ARPA funds by the December 31, 2024 deadline.
- Employee compensation for this year and a capital plan that may mean scaling back existing projects.
- Upcoming interviews for the Assistant County Administrator position for three candidates. In addition to serving as Acting County Administrator when needed, this role could focus on policy, operations, or administration; help align performance metrics with the strategic plan; and improve overall capacity.
- Construction of workspaces to accommodate the new Assistant County Administrator role and another staff person.
- Workplace re-stacking to consider the professional roles who require a secure or discrete meeting space with a door.
- Responsibility for advisory boards and committees will shift from Counsel staff to BOC staff effective July 1, 2024.

3.5 Commissioner Updates – Benton County Commissioners

Augerot

- Will reach out to staff at AOC regarding an email to urge legislators to fund critical community corrections programs.
- Attended the NACo conference in Washington, DC.
- Spoke with Gina Nikkel of AOC, who confirmed the turnout and conference timing were particularly good.
- Participated in Food Hub conversations related to the ARPA funding concerns from community members.
- Received positive feedback from US Senator Jeff Merkley's staff about the completeness of BC appropriations applications.

Wyse

- Will attend the Democrats meeting this evening, which conflicts with the Good Samaritan Regional Medical Center awards event.
- Attended the NACo conference in Washington, DC.
- Met with Fourth Congressional District Representative Val Hoyle and US Senator Ron Wyden's staff.
- Received feedback around the historic courthouse funding request by providing sufficient detail.

Malone

- Met with the statewide Metropolitan Planning Commissions; he is currently Vice President and will be Chair next year.
- Will schedule a meeting with Savannah Crawford from ODOT to discuss transportation priorities.
- Will attend a town hall that needed to be rescheduled from a cancellation last week.
- Attended the NACo conference in Washington, DC.
- Spoke with a DLR Group staffer on February 5 at AOC's Legislative Committee Meeting about BC's new courthouse project.

3.6 County Administrator Updates – Rachel McEneny, County Administrator

Augerot noted McEneny provided sufficient information in the priorities review.

4. New Business

4.1 Discussion and Approval of Association of Oregon Counties 2024 Membership Renewal – Board of Commissioners

Augerot shared an invoice from AOC for 2024 membership renewal requiring approval.

Wyse asked if fellow commissioners wished to pay the Council on Forest Trust Land Counties (CFTLC) dues.

Augerot replied affirmatively. The 2023 general fund dues were paid but not the special voluntary assessment dues.

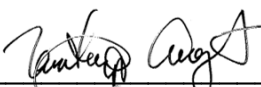
MOTION: Wyse moved to approve the Association of Oregon Counties 2024 membership renewal and dues, omitting the special voluntary assessment dues for the Council of Forest Trust Land Counties. Malone seconded the motion, **which carried 3-0.**

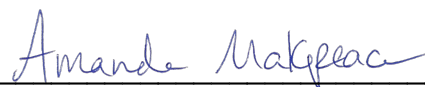
5. Other Business

Crager explained there is a legislative hearing tomorrow to approach the Ways and Means Committee to support the OJD request for additional bond support for the courthouse. CFM Consultants suggested a letter of support. With Board authorization, Crager will draft the letter.

MOTION: Augerot moved to direct staff to draft a letter of support for new courthouse funding. Wyse seconded the motion, **which carried 3-0.**

Chair Augerot adjourned the meeting at 2:42 PM.


Xanthippe Augerot, Chair


Amanda Makepeace, Recorder