

## AGENDA

*(Chair May Alter the Agenda)*

### BENTON COUNTY BOARD OF COMMISSIONERS

**Tuesday, August 23, 2022, 9 AM**

| How to Participate in the Board of Commissioners Meeting |                                     |                        |                                                    |
|----------------------------------------------------------|-------------------------------------|------------------------|----------------------------------------------------|
| In-Person                                                | Zoom Video                          | Zoom Phone Audio       | Facebook LiveStream                                |
| Kalapuya Building<br>4500 Research Way<br>Corvallis, OR  | <a href="#">Click for Zoom link</a> | Dial: 1 (253) 215-8782 | <a href="#">Click for Facebook LiveStream link</a> |
|                                                          | Zoom Meeting ID: 983 9263 4639      |                        |                                                    |
|                                                          | Zoom Meeting Passcode: 834897       |                        |                                                    |

#### 1. Opening

- 1.1. Introductions
- 1.2. Announcements

#### 2. Comments from the Public

*Time restrictions may be imposed on public comment, dependent on the business before the Board of Commissioners. Individual comment may be limited to three minutes.*

#### 3. Review and Approve Agenda

#### 4. Work Session

- 4.1 9:00 a.m., 30 minutes – Linn-Benton Housing Authority Update – *Donna Holt; Linn-Benton Housing Authority*
- 4.2 9:30 a.m., 45 minutes – Annual Report from the Corvallis-Benton Economic Development Office (CBEDO) with the Small Business Development Committee (SBDC) and the Regional Accelerator & Innovation Network (RAIN) – *Kate Porsche, CBEDO; Marissa Schwartz, SBDC; Nate Conroy, RAIN*
- 4.3 10:15 a.m., 60 minutes – 2040 Organization Goals/Board Priorities – *Sean McGuire; Sustainability Coordinator*

**THE BOARD WILL TAKE A BRIEF RECESS BETWEEN THE WORK SESSION AND BUSINESS MEETING**

*The Board of Commissioners may call an executive session when necessary pursuant to ORS 192.660. The Board is not required to provide advance notice of an executive session. However, every effort will be made to give notice of an executive session. If an executive session is the only item on the agenda for the Board meeting, notice shall be given as for all public meetings (ORS 192.640(2)) and the notice shall state the specific reason for the executive session as required by ORS 192.660.*

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the Board of Commissioners Office, (541) 766-6800.

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**BUSINESS MEETING**

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**5. Consent Calendar**

- 5.1 In the Matter of Approving the December 17, 2019 Tuesday Board Meeting Minutes

**6. Old Business**

- 6.1 Benton County Talks Trash: Adoption of the Solid Waste Workgroup Charter – *Darren Nichols, Community Development*
- 6.2 Benton County Talks Trash: Appointments to the Benton County Solid Waste Workgroup – *Darren Nichols, Community Development*

**7. Other**

ORS 192.640(1)" . . . notice shall include a list of the principal subjects anticipated to be considered at the meeting, but this requirement shall not limit the ability of a governing body to consider additional subjects."

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**MINUTES OF THE MEETING  
BENTON COUNTY BOARD OF COMMISSIONERS**

**Zoom link:** <https://zoom.us/j/98392634639?pwd=blhlWjBLMXhJN1ZLM2xuWFRDMVIRQT09>

**Livestream:** <http://facebook.com/BentonCoGov>

**Tuesday, August 23, 2022**

**9:00 a.m.**

- Present:** Nancy Wyse, Chair; **Xanthippe Augerot**, Commissioner; **Pat Malone**, Commissioner; **Vance Croney**, County Counsel; **Joe Kerby**, County Administrator
- Staff:** **Jen Brown**, Sean McGuire, Sustainability; **Marriah De La Vega**, **Amanda Makepeace**, BOC Staff; **Cory Grogan**, Public Information Officer; **Erika Milo**, BOC Recorder; **Darren Nichols**, **Greg Verret**, Community Development; **Rebecca Taylor**, HOPE Coordinator; **Jef Van Arsdall**, Sheriff's Office
- Guests:** **Nate Conroy**, **Robert Killen**, **Raina Waltz**, Regional Accelerator & Innovation Network; **Ken Eklund**, **Chuck Gilbert**, **Kevin Kenaga**, **Bill Kuhn**, **Bob Larkin**, **Peggy Lynch**, **Jim Marshal**, **Ginger Rough**, residents; **John Harris**, Horsepower Productions; **Sam Imperati**, ICM Resolutions; **Julie Jackson**, Republic Services; **Cody Mann**, Mid-Valley Media; **Kate Porsche**, Corvallis-Benton Economic Development Office; **Marissa Schwartz**, Small Business Development Center

Chair Wyse called the meeting to order at 9:02 a.m.

**I. Opening:**  
**A. Introductions**  
**B. Announcements**

No announcements were made.

**II. Comments from the Public**

Chuck Gilbert, resident: Gilbert discussed a possible resolution of paper and plastics still being disposed of in Oregon landfills. Not all types are recyclable under current collection guidelines. This waste could be converted to a sustainable energy resource through technologies such as thermo-catalytic depolarization and thermoplastic gasification. Gilbert recommended a cooperative approach with the Solid Waste Advisory Committee, Community Development staff, and the Sustainability Coordinators to explore these technologies, which could be beneficial to the Benton County Solid Waste Management Plan. Waste-to-energy conversion reduces landfill distension and reduces solid waste.

Debbie Palmer, resident: Palmer noted that today the Board will adopt the Solid Waste Workgroup Charter put forward by Imperati. Palmer emphasized the importance of developing a foundation of factual common understandings in order to make decisions about Coffin Butte Landfill and solid waste management. Instead of relying on Republic Services' estimates, the County should hire an independent scientific third party to gather landfill facts.

Kevin Kenaga, resident: Kenaga asked the Board to consider his application for the Workgroup.

**III. Review and Approve Agenda**

The following item was removed from the agenda:

**4.1 Linn-Benton Housing Authority Update – Donna Holt, Linn-Benton Housing Authority**

**IV. Work Session**

**4.1 Linn-Benton Housing Authority Update – Donna Holt, Linn-Benton Housing Authority**

This item was removed from the agenda.

**4.2 \*Annual Report from the Corvallis-Benton County Economic Development Office (EDO) with the Small Business Development Center (SBDC) and the Regional Accelerator & Innovation Network (RAIN) – Kate Porsche, EDO; Marissa Schwartz, SBDC; Nate Conroy, RAIN**

Porsche shared that EDO has continued to support businesses, which are experiencing staffing and supply chain challenges. EDO distributes Benton County pass-through funding to SBDC.

Conroy reported that RAIN received funding to hire Rayna Waltz, a City of Monroe business owner. During the pandemic, RAIN provided online accelerator programs on digital marketing and financial literacy, helping entrepreneurs apply for Paycheck Protection Program assistance. Both sessions had record-breaking participation. Now RAIN is holding more in-person events and highlighting small business success stories. RAIN works with partners including SBDC, Rural Economic Alliance, and Business Oregon.

Malone praised RAIN for supporting businesses outside of Corvallis.

Augerot noted that when the County asked Porsche to work on its behalf, part of the focus was on work outside of Corvallis as well as inside.

Schwartz reported that Linn-Benton Community College SBDC has had many staff changes and has increased efficiency. SBDC is working with Spanish-speaking businesses and offered a workshop in Spanish on business taxes. More than half of SBDC classes are bilingual. Benton County Health and Human Services helped SBDC find ways to be more inclusive. Advisors attend community events and celebrations. More businesses are opening this fall.

Porsche emphasized the importance of partners in EDO's work. RAIN focuses on entrepreneurship, especially rural, and emerging businesses; SBDC supports existing businesses; EDO takes the lead role, managing tools for business and working with trade sector businesses. The trade sector has been very busy; people are ready to start a new business or expand existing ones. EDO continues to focus on downtown Corvallis and passed funds to the Corvallis Chamber of Commerce for downtown cleanup. EDO is working to bring a bank of electric vehicle (EV) charging stations to downtown. The Business Right-of-Way pilot program will be extended for another year. The Food Hub received funding from the Oregon Legislature; EDO's Kathryn Duvall held an initial meeting; next EDO will issue a Request For Proposals for a consultant to study the food ecosystem. EDO continues work on the airport annexation but has been short one staff person since February 2022. EDO also handles the Corvallis Urban Renewal District (URD), Climate Action for Corvallis, and 2040 Vision work for the County. A new hire will start soon to work on many of these projects. A new company is looking at building a manufacturing facility in the Airport area. EDO's Jerry Sorte worked with Philomath City Manager Chris Workman to help create an Enterprise Zone. Adair Village is exploring an Urban Renewal

District; EDO will work on an American Rescue Plan Act funding plan and return to the Board for review. A spring Made/Built in Benton tour is planned for the Board and others.

Wyse was excited about the Airport Annexation and Corvallis URD, and asked for details.

Porsche explained that Corvallis passed an URD in south town along Highway 99. The City is working with the Oregon Department of Transportation on a transportation plan, and EDO is talking to an affordable housing developer. EDO purchased a small parcel to create a safety crossing at the intersection of Southeast Goodnight Avenue and Highway 99. EDO is working on bi-lingual outreach to area businesses to create a grant or loan program for expansion.

Augerot noted that most businesses in south Corvallis do not own their own buildings. Augerot was concerned that as the value of the community increases, those businesses would be pushed out by rising rents. Augerot praised EDO's conversations with business and property owners on how to develop but maintain the character of the community. Augerot asked about the Creating Helpful Incentives to Produce Semiconductors (CHIPS) ACT and Federal investment in high-technology infrastructure in the United States. Augerot recently toured Intel and Hewlett-Packard facilities. Manufacturers are very excited about the potential for expansion. Augerot asked Porsche about local discussions of increased investment in manufacturing or research and development.

Porsche replied that conversations are happening. Corvallis does not have much industrial zoned land; if technology sector industries cannot find sites for expansion, they may locate elsewhere. This ties into the Airport Industrial Park and considering other areas in Corvallis and the County that could be zoned industrial while being cognizant of wetlands.

Malone would support a tour of local businesses and praised the diversity of projects and people and offering services in Spanish. The County is also discussing EV charging stations; the projects should coordinate. A Congressional bill in progress includes \$1.5 million for electric and hybrid buses for Benton Area Transit, and some funds for charging stations; Malone asked how that fit with Corvallis plans and Sustainability Coordinator Sean McGuire's work.

Porsche replied EDO works closely with McGuire. Other partners on EV charging include Oregon State University and the Mayor of the City of Newport.

**{Exhibit 1: EDO Quarterly Report}**  
**{Exhibit 2: EDO Strategic Work Plan}**  
**{Exhibit 3: RAIN Quarterly Report}**

Chair Wyse recessed the meeting at 9:58 a.m. and reconvened the meeting at 10:03 a.m.

#### **4.3     2040 Organization Goals/Board Priorities – *Sean McGuire; Sustainability Coordinator***

McGuire discussed organization goals for the upcoming biennial budget in relation to Board priorities, core values, and focus areas. Budget priorities must be finalized by mid-September 2022. Then McGuire, Chief Financial Officer Rick Crager, and Kerby will work with department directors to embed the priorities in the budget by late November-early December 2022 so Crager can finalize the budget by January 15, 2023. McGuire is working with Information Technology (IT) to develop this information on the Bee internal website. There has been much progress on

the current biennium's goals, except ones related to the pandemic and staffing/capacity issues. McGuire met with communications staff yesterday to start sharing successes with constituents.

Augerot noted many goals appear in more than one priority, which makes it hard to read. Augerot suggested putting each goal in one category, then listing the relationship.

McGuire noted the intent was to show synergy and collaboration, but staff will refine these details. McGuire to discuss with IT.

Augerot asked if there would be a similar document in the next biennial budget to indicate success on the goals.

McGuire confirmed. Crager and staff are working on priority-based budgeting. The purpose of today's discussion is to confirm the priorities. McGuire created the list working with Kerby, EDI Coordinator JoeHahn, Jen Brown (Finance), Rebecca Taylor and Julie Arena (Home, Opportunity, Planning & Equity (HOPE)), and Justice Systems Improvement Coordinator Nick Kurth, as well as each Commissioner. Once priorities are more final, McGuire will get department directors' input. Goals that Kerby felt are too specific are marked.

McGuire reviewed the Community Resiliency category, which includes Climate Crisis Mitigation, Climate Crisis Adaptation, Social & Community Resiliency, and Current Policies, Initiatives and/or Goals.

Kerby noted the current order of categories is not prioritized.

McGuire reviewed Equity, Diversity, & Inclusion (EDI). The organization has an equity checklist, resource efficiency checklist, and health checklist for meetings. McGuire will talk to Human Resources about workforce training on interacting with communities, and approaching recruitment so that staff composition mirrors the community. All staff to receive training on EDI and public engagement.

The Homelessness and Housing Insecurity category relates to the 12 HOPE recommendations. Taylor and Arena would like to add potential inter-departmental collaboration. Capacity issues are tied to budget.

Augerot noted that the Board's role in the Housing category is one of capacity and facilitation more than end products.

Malone concurred. In that area, the Board mainly defines problems, sets policy, and looks for partners to implement projects. Benton staffing is more limited than in larger counties.

Augerot commented that Social and Community Resiliency addresses some root causes of homelessness.

The Board confirmed the categories.

Augerot noted that in some cases, County investment in actual infrastructure might be needed to leverage a project. The Board has discussed funding a permanent supportive housing initiative, and previously helped fund unexpected repairs at Third Street Commons.

McGuire suggested 'Infrastructure, Investments, and Opportunities,' instead of 'Initiatives.'

The Board affirmed.

Wyse noted it is not a firm goal to support infrastructure, just a potential in the future.

The Board deliberated on other elements of the list:

- The Board affirmed changes in the JSIP title to indicate that the goal includes a broader spectrum of prevention and community justice, not just facilities.
- Augerot noted that ‘Social Determinants of Health’ might be redundant with ‘Community Safety and Resiliency.’
- ‘Restorative Justice’ was added; staff will determine specifics.
- McGuire to contact department leadership to identify a coordinator for ‘Responsible Governance.’ ‘Fiscal Responsibility’ was added under ‘Responsible Governance.’
- Augerot noted that the priorities in no way supersede the Board’s statutory responsibilities and County core functions. McGuire to include core responsibilities/functions in the 2040 section of the budget preamble.

McGuire described a pyramid structure to convey the five priorities and the two high priorities. McGuire added ‘Health in All Actions’ from the 2040 Vision, because health is fundamental.

The Board confirmed the addition.

Kerby asked about priorities within these priorities, which make it easier for staff to allocate resources.

Augerot stated the two community priorities are higher because they are more time-bound in terms of State and Federal resources. But the Fundamental Tenets will always be important.

Malone concurred. Under Fundamental Tenets, Community resiliency should be near the top.

Wyse asked why Criminal Justice was under Community Priorities rather than Fundamental Tenets.

Augerot replied the project is a huge leap to better facilities, which will enable improvement in programs. Some language may need to address that, although some could be captured in Health in All Actions and EDI.

McGuire added that the placement of items can be adjusted. These are all priorities the organization needs to ensure.

Augerot added that in a future biennium, other community priorities may rise up. The dichotomy between ‘Fundamental Tenets’ and ‘Community Priorities’ reflects where the Board wants to focus General Fund resources.

McGuire summarized that Fundamental Tenets are what the County should always invest in, while Community Priorities are the focus for this biennium.

The Board concurred.

McGuire to work with Crager to embed the priorities in the budget and return the list for adoption at the September 13, 2022 Goal Setting Meeting.

## V. Consent Calendar

### 5.1 In the Matter of Approving the December 17, 2019 Tuesday Board Meeting Minutes

**MOTION:** Malone moved to approve the Consent Calendar of August 23, 2022. Augerot seconded the motion, which **carried 3-0.**

## VI. New Business

### 6.1 Benton County Talks Trash: Adoption of the Solid Waste Work Group (WG) Charter – *Darren Nichols, Community Development*

Nichols asked the Board to address adoption of the formal WG and appointment of WG members. The Board and staff have weighed in on the Charter, which offers guidelines and guiding principles and lays out the scope and charge of the WG.

**MOTION:** Malone moved to adopt the proposed Charter for the "Benton County Talks Trash" Work Group, to be appointed by the Board separately, and direct County staff, the County's professional neutral facilitator, and the Workgroup to proceed with implementing the tasks outlined in the Charter. Augerot seconded the motion, which **carried 3-0.**

### 6.2 Benton County Talks Trash: Appointments to the Benton County Solid Waste Work Group (WG) – *Darren Nichols, Community Development*

Nichols explained this work will be conducted primarily by a group of community members, some appointed by organizations, and others who expressed interest. The Charter suggests perspectives that could help develop a balanced, credible WG. Four organizations each appointed two members for voting positions:

- Solid Waste Advisory Committee (SWAC)/Disposal Site Advisory Committee: Marge Popp and Joel Geier; Chuck Gilbert as alternate.
- Planning Commission: Nancy Whitcombe and Elizabeth Irish; no alternate at this time.
- Republic Services (RS): first choices are Russ Knocke and Sean Edmonds; RS offered alternates.
- Benton County staff: Solid Waste Coordinator Daniel Redick and Acting Environmental Health Director Scott Kruger; Public Health Director April Holland as a backup. These are ex officio positions. An expanded list of staff will include Nichols and Kerby.

Nichols explained that other ex officio positions could include Brian Fuller (Oregon Department of Environmental Quality), and two neighboring jurisdictions for outside perspectives, such as Marion and Linn Counties, which have dedicated staff and generate some of the largest amounts of waste in Coffin Butte Landfill (CBL). About 35 community members applied, including Kevin Kenaga and Cathy Brewer this morning.

Wyse noted there was already a long list, and the WG will be open to public participation.

Nichols concurred. All processes will be available in person and remotely. Staff developed this list of community members after discussions with Commissioners and other leadership. All names are color-coded. Names in purple are staff's best guess at a balanced WG, people whose

names came up the most often and who brought considerable expertise, geographic representation, or other diversity. Names in blue could also be a good fit but came up less often.

Imperati emphasized having members from all parts of the County, including CBL neighbors. Candidates have discussed their priority topic. Three high school students applied.

In a chat comment, Lynch noted having an interest in serving, but too many other obligations.

Wyse stated that the Board received the list at 8:03 a.m. today, which did not allow enough time to make a balanced decision. Wyse suggested taking a recess to review the list, or moving the item to the September 6, 2022 Board Meeting.

Augerot preferred to decide today in order to start the process on schedule.

Nichols noted that staff are already rushing to meet the schedule. WG members will need time to prepare.

Imperati discussed the tentative meeting schedule. The first WG meetings are September 6 and 15, 2022. It would be possible to appoint members on September 6 and do orientation and initial work on September 15.

Nichols suggested that the Board appoint the top eight names today, then continue dialogue, or appoint the last few names on September 6. Some perspectives might be missing from the list.

Augerot favored this suggestion.

The Board deliberated on narrowing the 10 names in purple (minus Lynch) down to eight.

Augerot emphasized candidates' breadth of residence, professions relative to landfill proximity, skills and knowledge, connections to community, diversity of age, gender balance, ethnicity representation, availability, length of residence in the area, and subject knowledge. Augerot favored appointing:

- John Deuel, Oregon State University: has been on SWAC, strong environmental perspective.
- Christopher McMorran: energetic, diverse, broad perspective.
- Ryan McCallister, a construction industry representative.
- Mary Parmigiani, a high school student who developed a community air quality monitoring tool.
- Louisa Shelby, a public health nurse.
- Glenn Zinkus and Ed Pitera are both chemical engineers, either could be good.
- Either small business owner Catherine Holdorf or landfill neighbor Lynn Powell.

Wyse stated there was some overlap with her preferred list. Wyse favored appointing Kathryn Duvall, a Corvallis economic development climate specialist.

Augerot strongly supported Duvall, but did not know Duvall's availability.

Nichols stated that everyone on the list submitted an expression of interest, and everyone except Kenaga and Brewer reviewed the schedule and indicated ability to participate.

Wyse recessed the meeting at 11:37 a.m. and reconvened the meeting at 12:06 p.m.

Wyse compared all top applicants using the criteria in Imperati's documents, considering representation from different business groups, diversity of thought and opinion, focus, and geographic diversity. Wyse favored appointing McMorran, McCallister, Duvall, and Parmigiani. Shelby and Brandon Bates could be good, but both are from Samaritan Health Services (SHS).

Augerot noted Shelby and Bates have different roles with SHS. Having an SHS representative on the WG might help SHS move towards a more advanced materials policy.

Wyse aligned with Shelby, Bates, Pitera, and Deuel. Adair Village City Manager Pat Hare expressed interest in being involved, but is also very busy.

Augerot noted that anyone is welcome to attend the meetings.

Nichols shared that there is interest from Polk and Lincoln Counties and Hare; it makes sense to set aside part of the agenda to invite officials from across the mid-Willamette Valley.

Malone favored Bates, Deuel, McMorran, McCallister, Jeffrey Morrell, Parmigiani, Pitera, and Curtis Wright.

Wyse summarized that the Board aligned on Bates, Deuel, McMorran, McCallister, Parmigiani, and Pitera.

Augerot wanted to add two more women.

Wyse suggested Duvall instead of Wright.

Augerot concurred. Duvall does climate work in the EDO. Augerot also favored appointing Shelby. Morell has served on SWAC, but there is strong SWAC representation, and Morrell is currently out of the country.

Wyse stressed making sure that all members can attend.

Malone asked if in-person attendance was preferred, but hybrid was an option.

Nichols confirmed that all meetings will be available remotely.

Malone asked if there could be 10 public members.

Imperati recommended no more than 20 total committee members; more than that reduces each person's time to participate. Imperati's goal is representation and balance from the community and an even number of voting members.

Wyse felt that eight community members was enough.

Malone expressed concern about all members attending every meeting. It might take 10 members to ensure that eight attend.

Augerot commented this process works best with consistency. If a member cannot attend, the Board should consider appointing someone else, not adding two.

Wyse shared that too big a group can make some members feel their voice is not important. Make sure the members feel able to be heard.

Augerot agreed that eight members would be preferable.

**MOTION:** Augerot moved to appoint the following members to the Benton County Talks Trash Workgroup, consistent with the terms and the spirit of the adopted Workgroup Charter: Christopher McMorran, Brian McCallister, Mary Parmigiani, Ed Pitera, Louisa Shelby, Kathryn Duvall, Brandon Bates, John Deuel; and we further encourage all interested members of the community to participate in the Work Group's proceedings through the open, public process outlined in the Board's approved Work Group Charter. Malone seconded the motion, which **carried 3-0.**

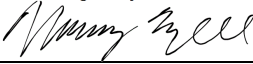
Nichols to return twice monthly with updates. It would be helpful to have one or more Commissioners at the first WG meeting to welcome the group and underscore the importance of the work.

## **VII. Other**

No other business was discussed.

## **IX. Adjournment**

Chair Wyse adjourned the meeting at 12:30 p.m.

DocuSigned by:  
  
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Nancy Wyse, Chair

DocuSigned by:  
  
C7429A6070FD4C7...  
Erika Milo, Recorder

*\* NOTE: Items denoted with an asterisk do NOT have accompanying written materials in the meeting packet.*

# WORK SESSIONS

A very brief video about FSS, Family Self-Sufficiency

Link to FSS Overview Video: <https://vimeo.com/338260366>



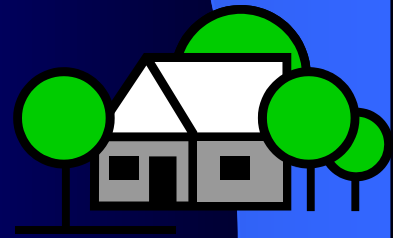
# Linn-Benton Housing Authority

1250 Queen Ave SE  
Albany, Oregon 97322

Improving the quality of life in  
Linn and Benton Counties  
through affordable housing.

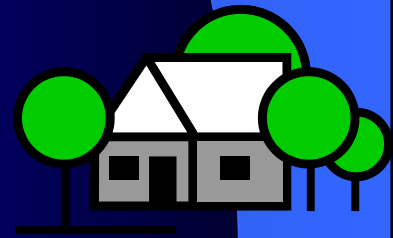
## LBHA is:

- A Local Public Agency
- LBHA is **not** a branch of **HUD**, state or local government, and is not a non-profit corporation
- A regional agency, serving Linn & Benton Counties
- Serving over **2600** families, paying **\$17 million** annually in rent subsidies directly to area landlords through the Section 8 Voucher Program
- Developer of Affordable Housing- 250 units
- Property Manager of all LBHA units



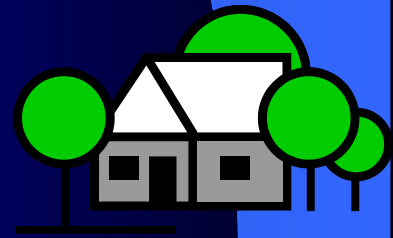
# The Linn-Benton Housing Authority

- Is governed by a nine-member Board of Commissioners appointed by the Linn and Benton County Commissioners.
- Contracts with HUD to operate rental assistance programs locally.
- Works with community partners to address housing issues in Linn County and Benton County
- Has been established for over 52 years



# LBHA Rental Assistance Programs

- **Section 8 - Tenant Based Assistance**  
- *Housing Choice Vouchers*
- Family Self Sufficiency (FSS)
- Section 8 Project Based Assistance (Mod Rehab) - Julian Apartments (downtown Corvallis)
- Emergency Housing Vouchers
- Mainstream Vouchers
- Veteran Vouchers (VASH)
- Foster Youth to Independence Vouchers



# Affordable Housing Programs

- Develop Own and Manage  
250 Affordable housing units in Linn and Benton  
Counties.

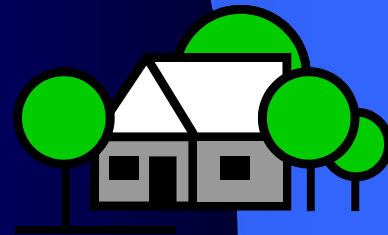
## SERVING:

Seniors

Veterans

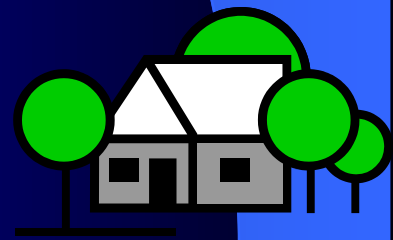
Families with children

Persons with disabilities



# Current Statistics

- **2442 families** on the Section 8 Voucher Wait List
- **2 year** (approximate) wait time
- Nearly **400 vouchers** currently issue and searching for rentals
- **33%** of Voucher Subsidy used in Benton County
- **65%** of Voucher Subsidy used in Linn County
- **2%** of Voucher Subsidy used in other areas of state/country (*Voucher Portability*)



# Family Self Sufficiency (FSS)

- 2 FSS Coordinators
- 125 Voucher families volunteer to become self sufficient
- FSS families set goals and work with Coordinators to overcome obstacles
- 3-5 years FSS families work their way off all public assistance
- Some families transition into home ownership

# FSS Families:

- Purchase Homes – in coordination with community resources such as VIDA, CASA of Oregon, Banks/Credit Unions
- Become Gainfully Employed
- Start Retirement Accounts (IRA)
- Graduate with degrees and trade certifications
- Become involved in their communities (volunteer, etc)
- Work hard to create better lives for themselves and their families

## **GENERAL INFORMATION ABOUT THE FSS PROGRAM**

The FSS Program is voluntary and does not affect participation in the Section 8 Program.

LBHA's FSS Program serves a minimum of 100 Section 8 participants.

Selection for the FSS Program is based on motivation factors which include completing an application, attending an orientation and follow through on meetings with FSS Coordinators. Meetings are offered in person, virtually through Zoom or Teams, or by phone.

Mandatory FSS Goals are:

1. FSS HoH to be suitably employed (based on their skills & abilities) by the end of the FSS Contract
2. FSS Family must be free of public assistance when the contract expires

FSS Goals are established for each FSS HoH (and other adult members who want to set goals) in an Individual Training & Services Plan (ITSP) which is incorporated into and made part of the FSS Contract.

Family Responsibilities Head of FSS Family must:

- Seek & maintain suitable employment. The head of the FSS family and those family members who have decided, with PHA agreement, to execute an ITSP, must:
  - Complete the interim goals, final goals, and any other activities by the completion dates contained in the ITSP.

LBHA's FSS Program considers attending school or training as seeking employment during the contract.

The ITSP (FSS goals) can be modified at any time, but mandatory goals are not goals that can be changed.

FSS Escrow accrues when there is an increase in the FSS families baseline annual earned income which causes the baseline annual income, and baseline monthly rent amounts to increase. Generally the difference from what the FSS household was paying (at enrollment) and will be paying (with the increased "earned" income) will be deposited monthly by the PHA into the escrow account.

### **ADDITIONAL INFORMATION ABOUT LBHA'S FSS PROGRAM**

*FSS Coordinators work with 125+ families throughout the year, as households enroll and graduate, as well as continue working with graduated FSS families participating in LBHA's VIDA Program (Individual Development Account matched savings program).*

FSS Coordinators have at least quarterly contact with participants.

LBHA has a Program Coordinating Committee (PCC) made up of area agencies/organizations that meets quarterly to share resources and services. The PCC is a requirement in the Action Plan and functions to assist the PHA in securing commitments of public and private resources for operation of the FSS Program. The PCC must consist of specific members which include a Section 8 staff member, FSS Coordinator, and one or more participants of the Section 8 Program.

LBHA's FSS Program works closely with several agencies that we make regular referrals to including DevNW, who we have a MOU with, and are able to refer FSS clients for free services (with the referral) including financial, homeownership, and other asset training and coaching services.

LBHA's FSS Program also works with CASA of Oregon to offer **VIDA (Valley Individual Development Account) Program**. **VIDA** is a major "asset" building benefit offered to eligible FSS clients. Matched funds come from IDA Credits and FSS Coordinators apply annually through an RFQ with CASA of Oregon. VIDA offers a 5:1 match rate for qualified assets.

VIDA Asset Goals through LBHA include:

- Down payment for homeownership
- Reliable transportation
- Education/training
- Individual Retirement Accounts (IRA)
- Employment related expenses to help increase earning potential

LBHA currently has 39 VIDA savers saving for one of the above assets. 19 of the 39 VIDA savers are graduated FSS clients still saving through the VIDA Program.

LBHA has also worked closely with Hayden Home's First Story Program to offer homeownership opportunities to qualified current and/or graduated FSS clients. To date, 7 families have become homeowners through the First Story Program connections.

In the last two years (2021 & 2020), 31 households completed their FSS Contracts and received over \$230,900 in FSS Escrow payouts (average of \$7,500 per family).

Those 31 households increased their annual "earned" income by over 1 million dollars based on enrollment income and exit income. On average, households' annual incomes increased by \$34,000.

## AGENDA CHECKLIST

**Date of Meeting:** 8/23/22

### **9 am Meeting**

**Title:** Economic Development Office Year-End Reports and Partner Presentations

**Salient Issues:** Review reports and hear presentations from EDO partners.

**Options:** No action needed.

**Fiscal Impact:** None.

**Staff Recommendations:** Receive reports.

**Suggested Motion:**  
N/A

## Summary

21/22 was a year of renewal. With the addition of a new Director, we took the opportunity to evaluate our service and processes, and improve upon them.

- Advising Team: Our advising team and strategy has shifted and improved. We now are working with a smaller, more integrated, and dedicated team of advisors. These advisors have the time to focus on building relationships with each client and prioritizing goal oriented advising over short term 'one and done' questions.
- Spanish Support: We increased our capacity for advising Spanish speaking businesses, and worked hard over the last six months to earn the trust of the community. This will be an ongoing process for us, as we continue to remove barriers through language accessibility and culturally aware content. We are proud to say that we have already assisted a number of new business starts in Benton County and are poised for more soon. Moreover we have had the opportunity to partner with other local organizations and triage comprehensive support for Spanish speaking business families. Working with partners such as CASA and the Benton County Department of Health, we have also created the opportunity for new and more inclusive processes and programs to be created for future businesses seeking assistance. In the coming year we will continue to lean into the commitment Benton County has to supporting this community, continuing to expand our support in the community.
- Classes: This past year we took the opportunity to really listen to clients in and out of advising with the goal of using trends that we gather in advising and assistance inquiries to create more targeted classes. This has led to more full classes than in previous years. We will continue to roll out new curriculum in English and Spanish, with tailored cultural content for both, in the coming year for businesses at all stages. Moreover, we look forward to working with Benton County to develop classes that address the unique needs of businesses in our region.
- Internal Processes: We looked closely at our own office, streamlining and updating internal processes. We will continue to optimize this year with the addition of new communication and project management tools to keep the focus on data-based strategy and relationship building with clients and the greater community.

On reflection, it was quite the productive year for the SBDC. We covered tremendous ground in evaluating and improving our processes and services. Thus far, this has resulted in impacts from the last six months nearly equal to all the impacts from the previous year. More specifically, impacts in the Spanish speaking business community with more business starts, like the one described below, a direct result of the trust we have been working hard to foster. Moving forward we will continue to increase our impacts and class offerings in both languages, continually building our presence and availability in the Benton County Business Community.

## Impact Numbers

| <b>Benton County</b>                | 2021     | 2022 Jan-Jul    | 22/23 Goals |
|-------------------------------------|----------|-----------------|-------------|
| <i>Clients Served</i>               | 78       | <b>91</b>       | 80          |
| <i>Long Term Clients (5+ Hours)</i> | 19       | <b>11</b>       | 9           |
| <i>Business Starts</i>              | 2        | <b>3</b>        | 4           |
| <i>Jobs Created/Retained</i>        | 5        | <b>6</b>        | 9           |
| <i>Capital Infusion</i>             | \$16,500 | <b>\$46,179</b> | \$300,000   |
| <i>Class Attendees</i>              | 141      | <b>69</b>       | 150         |
| <i>Training Events Held</i>         | 33       | <b>21</b>       | 1/month     |

## Classes

### 2021 Classes Offered

- Going into Business - Monthly
- Quickbooks - Quarterly
  - Guided Tour of QuickBooks
  - QuickBooks 1
  - QuickBooks 2
- RE Broker Pre-License - Quarterly
- Property Management Pre-License - Quarterly
- SBM (Continued from 2020 start)
  - SBM 1-Essentials Jan
  - SBM 2-Growth Jan
- Business Foundations (one time workshops)
  - Business Foundations: Digital Marketing Strategies
  - Business Foundations: How to Price Your Product or Service
  - Business Foundations: What You Must Know About Cash Flow
  - Business Foundations: Identifying Your Ideal Customer
  - Business Foundations: Sales Strategies That Work
  - Business Foundations: Understanding Your Commercial Lease

### 2022 Classes Offered (Jan to July)

- Going into Business - Monthly
- Cómo Iniciar Una Empresa - Monthly
- Cómo Iniciar Una Empresa - Taught specifically for CASA
- Recruitment and Retention
- Como poner un precio a su producto o servicio
- Aprende cómo elaborar tus impuestos a tiempo
- Sobre el pago de impuestos para su negocio
- Quickbooks - Quarterly
  - Guided Tour of QuickBooks
  - QuickBooks 1
  - QuickBooks 2
- RE Broker Pre-License - Quarterly
- Property Management Pre-License - Quarterly

## 2022 Fall Class Schedule

- Going into Business
- Cómo Iniciar Una Empresa
- Recruitment and Retention
- Reclutamiento y Retención
- Quickbooks
  - Guided Tour of QuickBooks
  - QuickBooks 1
  - QuickBooks 2
- RE Broker Pre-License
- Property Management Pre-License
- Pesticide Private Applicator Training - English
- Pesticide Private Applicator Training - Spanish
- Como poner un precio a su producto o servicio
- How to pitch your business

## Success Story

### HISTORIA DE ÉXITO DE JUICES PACIFICO

Juices Pacifico es el resultado de varios años de trabajo y experiencia del Señor Carlos Perez, que junto a su familia ha decidido iniciar un nuevo negocio después de vivir un quebranto en su salud.

La idea del negocio surge a partir de que Carlos necesita cambiar su estilo de vida a través de una alimentación saludable, y le es muy difícil encontrar en el mercado una bebida que sea de su agrado y que no contenga ningún tipo de preservantes, endulzantes, edulcorantes químicos que no aporten a su salud, y lo más importante, que sea de su agrado. Por este motivo, en el 2019 inicia un proceso de investigación para identificar las mejores opciones de frutas, tipos de procesamiento de jugos, costos y posibles mercados o clientes. Seguro de que es un producto que puede ayudar a personas que necesitan incluir en su dieta un jugo natural que aporte al cuidado de la salud, Carlos decide iniciar con el negocio de jugos naturales en la ciudad de Corvallis.

“Ha sido una tarea de mucho tiempo y dedicación para identificar las mejores granjas que produzcan fruta certificada de alta calidad, y diseñar mi proceso para la producción de jugos” menciona Carlos. Seguro de que el producto tiene gran potencial, decide buscar ayuda profesional para conocer sobre licencias y permisos requeridos para obtener las certificaciones de su producto en el estado de Oregon, y se encuentra con los servicios del programa en español del Small Business Development Center, e inicia su aventura para hacer realidad este gran sueño. El programa, le dio soporte en temas de finanzas para establecer el precio de su producto, desarrollar una proyección del capital y posibles costos adicionales, diseño de una investigación de mercados para identificar con mayor precisión el grupo objetivo, el nombre comercial del producto, así como todo el acompañamiento para obtener la licencia del departamento de agricultura. Y, así fue dando forma la empresa Juices Pacifico LLC, productora y comercializadora de jugos naturales empacados, la empresa inicia con dos sabores: Cherry y Blueberry.

Ha sido un trabajo gratificante porque hemos podido acompañar a Carlos Pérez en el

cumplimiento de su sueño y continuamos acompañándolo en el desarrollo de su empresa.

## SUCCESS STORY OF JUICES PACIFICO

Juices Pacifico is the result of several years of work and experience of Mr. Carlos Perez, who together with his family decided to start a new business after experiencing a breakdown in his health.

The business idea arose from the fact that Carlos needed to change his lifestyle through a healthy diet, and it was very difficult for him to find a drink on the market that he liked and that did not contain any type of preservatives, sweeteners, chemical sweeteners that do not contribute to your health, and most importantly, that is delicious. For this reason, in 2019 he began research to identify the best fruit options, types of juice processing, costs, and possible markets or customers. Certain that it is a product that can help people who need to include a natural juice in their diet that contributes to health care, Carlos decided to start a natural juice business in the city of Corvallis.

“It has been a task of much time and dedication to identify the best farms that produce high quality certified fruit, and design my process for the production of juices,” Carlos mentions. Certain that the product has great potential, he decided to seek professional help to learn about the licenses and permits required to obtain the certifications of his product in the state of Oregon. This led him to the services of the program in Spanish of the Small Business Development Center, and this was the beginning of his journey to make this great dream come true. The program gave him support to establish the price of his product, develop a capital projection and possible additional costs, design market research to more accurately identify the target group, the commercial name of the product, as well as accompanying him on meetings to obtain the license from the department of agriculture. The company started with two flavors: Cherry and Blueberry.

It has been a rewarding job because we have been able to support Carlos Pérez in the fulfillment of his dream and we continue to support him in the development of his company.

# Engagement Report: 2022 Quarter 2

Linn-Benton Venture Catalyst

Nate Conroy



# Summary

Page 21 of 93

Quarter 2 of 2022 saw progress is being made towards goals and capacity for growth as evidenced by the following key developments: (1) Successful completion of the RAINmaker Digital Marketing Accelerator with a large cohort of entrepreneurs from Linn-Benton communities plus follow-on programs; (2) continued planning and implementation of entrepreneur engagement activities with strategic community partners; (3) in-depth responsive business support to local entrepreneurs.

**Entrepreneurs  
and Service  
Providers  
Engaged:**

**58**

**Community  
Partners Engaged:**

**10**

**Entrepreneur Events  
Hosted and Supported:**

**44**

# Rayna Waltz

New Entrepreneur in  
Community.



Small Business  
Owner

Sip and Taste  
Gourmet Market

Monroe, OR

Specialties

- Retail
- Building  
Restoration
- Juggling



# Community Activity Highlights

Page 23 of 26



## Amplifying Stories of Entrepreneurship

R Place Maker Space (Lebanon): Interview and social media campaign. Connection from the Lebanon Chamber of Commerce



## Providing Tangible Assistance to Entrepreneurs

Professional product photography provided to entrepreneurs participating in the Tri-County Business Expo (Harrisburg)



## Facilitate Entrepreneur Community

"Show & Tell" event. Selling goods and giving constructive feedback to each other (Monroe)



## Supporting the Rural Economic Alliance

Completing final filming for REAL Start & Grow series. Pictured: Knife River (Harrisburg)



# Record Breaking Accelerator

## Testimonial:

"This program was everything I needed and gave me so much to work on! I really appreciated the opportunity. The speakers were all great and easy to understand for a newbie. Thank you RAIN!"

Mag Ival- Terre des Oules Ceramics  
(Benton County)



# What's Next

Page 25 of 93

## RAINdrops

expert advising for entrepreneurs

A program that **aims** to connect and provide entrepreneurs with **free** 1:1 Expert advice in ***Digital Marketing, Financial and Legal Services for their business***

## MONEYmaker

A free 10-week virtual program designed to **strengthen your business** finances and position you for growth and funding

**July 27th - Oct 5th**

Deadline to Apply: July 13th

# What's Next

Page 26 of 93

**RAINcap**  
capital access platform

CROWDFUNDING FOR OREGON  
START-UPS & SMALL BUSINESSES

**Share your dream.  
Get it funded.**

RAIN



# Case Study

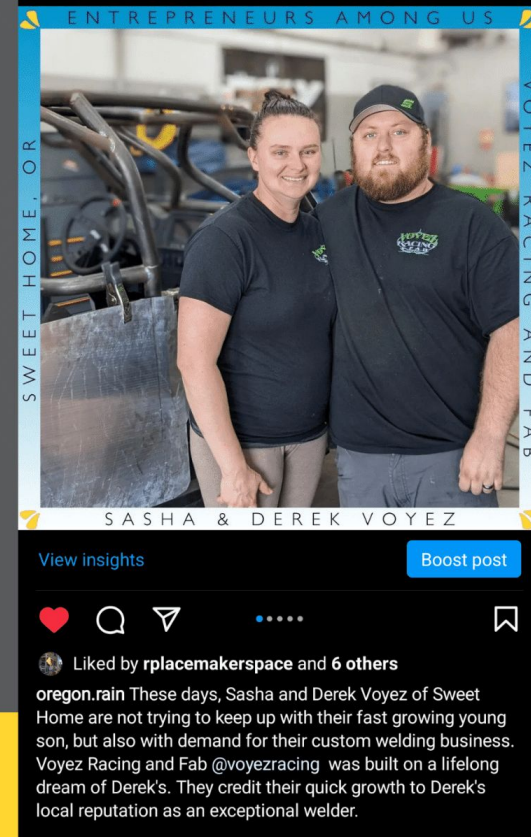
Page 27 of 93

## Growing Connections



- Initial outreach leads to identifying deeper needs
- Connection to local and state real estate and funding partners
- Promotion of their story

## Voyez Racing & Fab



# Case Study

Page 28 of 93



**Maureen Nikaido** <mo.nikaido@gmail.com>

Fri, May 13, 12:41 PM



to me, Caroline, Robert, Chris, Kate, MURPHY, Jerry, Darren, Rick, andy.cripe

Thank you so much Nate. It feels amazing to have this support. Not just financially - although that's huge - but knowing there are people and organizations out there who want my business to succeed is really validating. I felt I was walking down this path alone so to discover others were invested in my success was a huge boost and so encouraging. I felt empowered to persevere. I don't remember how we connected but I'm so glad we did. Your support and encouragement has been amazing. Thank you Nate, Melissa and the whole Rain team for your work.

All the best,

Maureen

RAIN  
SUCCESS STORIES

moku  
chocolate

Received grant funding, local  
organizational support to grow at scale

moku chocolate



May 10, 2022

Maureen Nikaido  
Moku Chocolate  
5405 Worth Way  
Philomath, OR 97370

Re: Small Business Sustainability Fund Grant

Dear Ms. Nikaido:

On behalf of the Oregon Business Development Department (OBDD), I would like to express our pleasure at the decision of Moku Chocolate to expand the company's operations in Philomath, Oregon. I am very much aware of the impact your presence has/will have on the region and it's economy.

The Department is pleased to notify you that we have approved an award of \$20,000 from the Small Business Sustainability Fund, which is part of the Department's Strategic Reserve Fund, in the form of a grant to assist Moku Chocolate with equipment and related expenses.



# Case Study

Page 29 of 93

Thank you!

Inbox x



Lisa Lindner

Sat, Jun 11, 6:39 PM



to me ▾

Nate, I keep meaning to thank you — so much — for connecting me with Stacy. That was really wonderful PR for my business and everyone in my family read it, too. Thank you so much again, and for encouraging me to participate in RAIN!

I hope you're doing well and talk again soon.

Sincerely,  
Lisa

The Corvallis

# ADVOCATE

SUBSCRIBE NOW SUPPORT US CORVALLIS ADVOCATE SERIES

## LOCAL FRAGRANCE MAKER FINDS SMELL OF CORVALLIS

MAY 26, 2022



"The world is changing and as sad as it is to write this, we might need little bottles of nature someday to remember how it used to be and where humans came from so many years and generations ago,"



# Thank You!

Page 30 of 93

## Partners and Funders

RAIN serves entrepreneurs in communities by invitation only. Generous funding and collaboration makes the work possible. Thank you!



Nate Conroy  
nate@oregonrain.org

**RAIN**



## Commissioners' Priorities August 23, 2022

At the July 12 Goal Setting meeting, staff shared the need for the Commissioners' Priorities to be updated and Priorities to be defined in order for Leadership to identify appropriate Department Goals for the FY23-25 Budget. Staff developed a draft document from Goal Setting and met with each Commissioner individually to capture feedback. The following is an updated version of that draft. Note, Commissioner Augerot provided specific edits & comments which are in [Blue](#), and items that were identified as perhaps being too granular and need discussion are noted by \*. The outcome of the August 23 meeting is to review, refine, and agree to language & framework so staff can develop a final draft for Commissioners to confirm and adopt on September 13.

### **Community Resiliency (formerly 'Emergency Resiliency' & 'Climate Crisis')**

#### Climate Crisis – Mitigation: Reducing Greenhouse Gas Emissions

- Telework Opportunities & Reducing Travel Miles
- Virtual Options to Reduce Travel by Public (also, Responsible Governance)
- [Construction Policy & Building Standards](#)
- [Landfill Methane](#)

#### Climate Crisis – Adaptation: Long-Term, Proactive Actions to Prepare for Uncertain Future

- Address Future Heat Events, Cold Events, Flooding, etc. (not short-term emergency response)
- Prepare for Changing Habitat, Ecosystems, Non-native Flora & Fauna, etc.
- Adaptation Infrastructure – [bridges, roads, & other structural design](#)

#### Social/Community Resiliency

- Supportive Systems & Programs
- Supporting Local Economies & Opportunities

#### Current Policies, Initiatives, &/or Goals

- Greenhouse Gas Emissions Reduction Goal
- [Climate Change Health Adaptation Plan](#)
- [Response & Recovery? Continue Regional Leadership Role in Best Practices Training and Response](#)

## **Equity, Diversity, & Inclusion (EDI)**

### **Match Workforce to Communities in Recruitment, Hiring, & Retention**

- Broaden Recruitment Opportunities
- Review Process to Allow Additional Application Accessibility (Not Just Computer)
- Send Interview Questions in Advance\*
- ~~Match Workforce to Communities~~

### **Training**

- General Trainings & Engagement (Book Club, Dialogues, etc.)
- Specific Formal Trainings for Employees
- Leadership Training: How To Supervise More Appropriately & Meaningfully
- Include & Employ an Equity Lens
- Accommodations & Inclusion

### **Public Engagement**

- Staff Training for Interacting with Communities; Gain Skills Together
- Ask: Who Is Not in the Room? Why Are They Not There? For those in the room, are they able and/or do they feel empowered to contribute? If not, why?\*
- Standards for Public Engagement and Common Best Practices Across County Departments

### **Current Policies, Initiatives, &/or Goals**

- Organizational EDI Assessment by Outside Contractor?
- EDI Strategic Plan
- Regular Interactions with EDI Coordinator & Leadership\*
- Several HR & Department Policies\*

## **Homelessness & Housing Insecurity**

### Internal Collaboration & Integration

- ~~Explore~~ Pursue opportunities to work with other Departments and Programs to positively address homelessness
- Use asset mapping to improve outreach & engagement to connect those in need with available services
- Train & educate staff to be ambassadors to public with respect to specific resources? In a trauma-informed manner?

### Explore & Secure Capacity Resources and Recognize Impacts

- ~~Explore~~ Pursue innovative grant funding or other capacity resources
- Be creative to support initiatives by landowners, land trusts, and/or non-profits interested in housing security
- Recognize Acknowledge needs & provide support to rural areas, cities, & unincorporated towns

### Current Policies, Initiatives, &/or Goals

- Home, Opportunity, Planning, & Equity (HOPE)
- Increased Staff Capacity to Implement [HOPE Recommendations](#)
- Convening & Coordinating Multi-Departmental Activities & External Partners
- HB4123: Coordinated Homeless Response Pilot

## **Criminal Justice Systems Improvement**

### Overarching Principles

- [Explore Advance](#) Systemic Approaches
- Increase All Our Communities' Well-Being

### Specific Topics & Issues

- Behavioral Health
- Mental Health
- [Restorative Justice?](#)
- [Social Determinants of Health/Public Health \(e.g., early intervention work in Juvenile Department, and their focus on family therapy and goal to address illiteracy\)](#)

### Metrics & Monitoring

- Capture Data & Evaluate

### Current Policies, Initiatives, &/or Goals

- Justice System Improvement Program: [Pre-Trial Services, Educational Programming in Correctional Facility, Health Programs In Corrections Facility, streamlining Aid & Assist Program, CORE, adapting DTC to meet needs profile of our chronic offenders](#)
- Criminal Justice Assessment

## **Responsible Governance**

- Integrity, Responsibility, Transparency
- Innovative [Community](#) Engagement Tools & Accessibility
- Improving Services – [On-Line & In-Person](#)
- [Employee Engagement – Workplace of Choice](#)
- [Improve Decision Archives – Board and Ministerial with searchable records](#)

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## **Potential Framework (Pyramid)**

### Fundamental Tenets:

- Community Resiliency
- Equity, Diversity & Inclusion
- Health in All Actions
- Responsible Governance

### Community Priorities:

- Homelessness & Housing Insecurity
- Criminal Justice



## FY21-23 Departmental Goals Status Update – All Goals

### January 1, 2021 – July 1, 2022

| Completion Status: | 0-24% | 25-49% | 50-74% | 75-99% | 100% |
|--------------------|-------|--------|--------|--------|------|
|--------------------|-------|--------|--------|--------|------|

| Department             | Goals (51)                                                                                                                                                                                                                                                                                                                                                                                                  | 1/1/22 | 7/1/22 |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
| Assessment             | #1: Appraise 1,600 properties that have not been visited since 2001 and are missing improvement sketches by June 30, 2023.                                                                                                                                                                                                                                                                                  | 32%    | 72%    |
| Assessment             | #2: Community Education and Outreach: Participate in one educational forum in each of the following areas by June 30, 2023: Rental Property Management, Real Estate Training, Farm Bureau meeting and/or OSU Extensions small farmer group meeting, and Business Personal Property.                                                                                                                         | 25%    | 50%    |
| Assessment             | #3: Reduce commute miles driven by 40% from 2019 levels by May 2022 with continued telework policies and flexible work schedules.                                                                                                                                                                                                                                                                           | 100%   | 100%   |
| Board of Commissioners | #1: Develop strategic vision and process to advance equity, diversity and inclusion (EDI), and integrate EDI best practices throughout County departments by June 30, 2022.                                                                                                                                                                                                                                 | 10%    | 10%    |
| Board of Commissioners | #2: Support a balanced approach between rehabilitation and accountability to programs within the Justice System Improvement Program by capturing and including technical assistance from Communications; Equity, Diversity, and Inclusion; and, Sustainability aspects into the criminal justice system process by January 1, 2023.                                                                         | 10%    | 10%    |
| Board of Commissioners | #3: Implement a suite of data tracking measures to monitor County progress towards securing and advancing Community Core Values, Commissioner Priorities, and County Goals by January 1, 2022.                                                                                                                                                                                                              | 100%   | 100%   |
| Community Development  | #1: Lead a cross-departmental and cross-agency project to update the Community Wildfire Protection Plan (CWPP), including public review and input, for adoption by the Board of Commissioners by June 1, 2022.                                                                                                                                                                                              | 75%    | 85%    |
| Community Development  | #2: Co-lead with Health Department the drafting and adoption of County Code establishing procedures and standards pursuant to House Bill 2916 to authorize establishment of transitional housing within urban growth boundaries, or alternative transitional housing strategy as directed by the Board of Commissioners by June 30, 2022.                                                                   | 25%    | 33%    |
| Community Development  | #3: Collaborate with Public Works to update Comprehensive Plan policies and Development Code regulations to a) reflect the 2019 Transportation System Plan and b) implement measures designed to reduce single-occupancy vehicle miles traveled and greenhouse gas emissions. Conduct public engagement, hold public hearings and complete through adoption by the Board of Commissioners by June 30, 2022. | 10%    | 25%    |
| Community Development  | #4: Recruit and onboard a part-time Code Compliance Specialist by August 30, 2021, funding permitting. Implement improved tracking/reporting system and enter current cases by October 31, 2021. Adopt code provisions to enable voluntary compliance agreements by December 31, 2021. New code compliance specialist brings at least 12 cases into compliance by August 30, 2022.                          | 0%     | 25%    |

|                   |                                                                                                                                                                                                                                                                                                                                                                                              |      |      |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------|
| County Counsel    | #1: Work with and support the legal needs of staff, Board of Commissioners members and committee members of the Justice System Improvement Program, with the goal of placing a bond measure on the ballot in the next biennium.                                                                                                                                                              | 58%  | 100% |
| County Counsel    | #2: Provide training on procurement manual to departments in 2021-23 biennium.                                                                                                                                                                                                                                                                                                               | 50%  | 100% |
| County Counsel    | #3: Respond to Public Records Requests within 5 business days 95% of the time.                                                                                                                                                                                                                                                                                                               | 58%  | 98%  |
| District Attorney | #1: The District Attorney's office will have the capacity to provide 40,000 services to crime victims per year.                                                                                                                                                                                                                                                                              | 53%  | 97%  |
| District Attorney | #2: The District Attorney's office will stand ready to respond to 18,000 scheduled court appearances each year.                                                                                                                                                                                                                                                                              | 60%  | 100% |
| District Attorney | #3: The District Attorney's office will review 2,700 cases and 6,500 charges referred by law enforcement.                                                                                                                                                                                                                                                                                    | 51%  | 100% |
| Finance           | #1: Work with IT and HR to plan implementation of an electronic personnel file. Analyze the business needs of the Human Resources and Finance departments for an electronic personnel file of County employees. A solution will include combined information from HR and Finance systems. Complete analysis of needs, vet solutions, and develop plan for implementation by October 1, 2021. | 10%  | 20%  |
| Finance           | #2: Develop a comprehensive strategic plan with regards to capital needs of the County in future years, prior to the start of the 2023-25 budget development. The County does not have a comprehensive plan for capital investments or a plan for funding those investments. We will work with departments to determine future capital needs and develop a plan for funding those needs.     | 0%   | 15%  |
| Finance           | #3: Work with Emergency Services to wrap up the financial reporting to FEMA and other agencies for the COVID-19 crisis. It is hoped that the COVID-19 emergency will come to an end prior to the end of the 2021-23 biennium.                                                                                                                                                                | 40%  | 45%  |
| Health Centers    | #1: Hire additional Pediatric Nurse Practitioner for the Lincoln School Based Health Center and build pediatric panel to 750 patients by June 30, 2023.                                                                                                                                                                                                                                      | 0%   | 100% |
| Health Centers    | #2: Implement a fiscally and operationally sustainable Traditional Health Worker and Clinical Navigation Training Hub to be used by service organizations in the Tri-County (Linn, Benton, and Lincoln) area by June 30, 2023.                                                                                                                                                               | 60%  | 100% |
| Health Centers    | #3: Increase utilization of the CHC 340B Pharmacy by 10% by improving utilization at satellite clinics by June 30, 2023.                                                                                                                                                                                                                                                                     | 20%  | 40%  |
| Health Department | #1: Recommended Update Goal: Reduce percentage of home visits provided to 30% of births by December 31, 2022.                                                                                                                                                                                                                                                                                | 25%  | 50%  |
| Health Department | #2: Provide Child and Family Behavioral Health services to 1,000 children and families by December 31, 2022.                                                                                                                                                                                                                                                                                 | 70%  | 100% |
| Health Department | #3: Ensure culturally and linguistically responsive access to COVID-19 information, messaging content, testing and vaccines for underserved and vulnerable populations including people who do not speak English, immigrant and refugee communities, rural low-income communities, and people with disabilities and other special needs through the duration of the pandemic response.       | 100% | 100% |
| Health Department | #4: Recommended Update Goal: Initiate contact to investigate all cases and/or outbreaks of COVID-19 in compliance with CDC and OHA guidelines through the duration of the pandemic response.                                                                                                                                                                                                 | 91%  | N/A  |

|                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |      |      |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------|
| Health Department      | #5: The Developmental Diversity program will support 100% of the participants in the program to maintain safe and secure housing.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 100% | 100% |
| Human Resources        | #1: Design, develop, and implement a comprehensive and culturally responsive employee onboarding program to help new hires acclimate to the County culture and work environment, engage them and earn their commitment to the County organization, and help them start producing and contributing to their department's mission, by September 1, 2022.                                                                                                                                                                                                                                                | 5%   | 50%  |
| Human Resources        | #2: In partnership with the IT Department, develop and implement NeoGov Onboard module to provide systematic support and structure to the new employee onboarding program and replace paper transactions by July 1, 2022.                                                                                                                                                                                                                                                                                                                                                                             | 20%  | 100% |
| Human Resources        | #3: Design, develop, and begin phase-in implementation of a structured employee development program for job enrichment and to promote County career planning, by June 30, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                       | 0%   | 0%   |
| Human Resources        | #4: Implement strategic outreach efforts to increase the Equal Employment Opportunity (EEO) diversity of our pools of qualified applicants by 5% by June 30 of each year of the 2021-23 biennium.                                                                                                                                                                                                                                                                                                                                                                                                     | 50%  | 100% |
| Information Technology | #1: Configure synchronization between systems to better enable safety related technologies. The County phone system, directory information, mobile device management and ERP all house data about our facilities and employees that relate to needs of E911 and safety communications. Systems and processes will be designed to integrate these sources, to automate communication between them and make the information available to related technologies in the event of an emergency. Build two systems or processes designed to leverage data from these disparate systems by December 31, 2021. | 100% | 100% |
| Information Technology | #2: Improve IT support for Emergency Operations. Create a plan to better manage technology for the County's Emergency Services and Emergency Operations Center (EOC) activities. Include procedures for keeping EOC equipment stored and in stand-by ready condition. Include documented capability of each County facility's ability to house and host EOC operations. Complete plan, documentation and share with Emergency Services by September 30, 2021.                                                                                                                                         | 33%  | 33%  |
| Information Technology | #3: Work with HR and Finance to plan implementation of an electronic personnel file. Analyze the business needs of the Human Resources and Finance departments for an electronic personnel file of County employees. A solution will include combined information from HR and Finance systems. Complete analysis of needs, vet solutions, and develop plan for implementation by October 1, 2021. {Goal identified as changed, but no alternative text provided.}                                                                                                                                     | 10%  | 15%  |
| Juvenile               | #1: The Juvenile Department will reduce miles traveled by 2-5% during the 2021-23 biennium.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 0%   | 50%  |

|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |      |      |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------|
| Juvenile                       | #2: Establish and maintain behavioral health and skill building for youth and families that are at risk for referral to the Juvenile Department. This will be accomplished through partnership with both Strengthening Rural Families and Benton County Behavioral Health. Percentage of youth to be served will be determined during 2021-22, and built upon during 2022-23.                                                                                                                        | 0%   | 25%  |
| Juvenile                       | #3: Collaborate with local partners and conduct 2-3 sessions that introduce disengaged youth to alternative forms of student and community involvement by June 30, 2022.<br>Collaborate with local partners and conduct 3-4 sessions that introduce disengaged youth to alternative forms of student and community involvement by June 30, 2023.                                                                                                                                                     | 50%  | 50%  |
| Natural Areas, Parks, & Events | #1: During the 2021-2023 biennium, the Natural Areas, Parks & Events (NAPE) department will add bilingual English/Spanish welcoming information to new and/or upgraded kiosk signage in Benton County Parks, Natural Areas, and Events Center. NAPE staff will work with the Equity, Diversity and Inclusion (EDI) Coordinator and Public Information Officer (PIO) to create culturally responsive public information. QRL codes will be used to access other language options online.              | 15%  | 17%  |
| Natural Areas, Parks, & Events | #2: Develop a culturally responsive restoration and interpretation plan for the historical resources managed by the Benton County Natural Areas, Parks and Events Department, including the 1857 Commander's House at Fort Hoskins Park and the 1883 Palestine Church in Adair Village. The final plans will be prepared in cooperation with the Equity, Diversity and Inclusion (EDI) Coordinator and partner organizations. To be completed during the 2021-23 biennium.                           | 0%   | 0%   |
| Natural Areas, Parks, & Events | #3: In coordination with the Benton County's Emergency Manager and the County's Safety Coordinator, develop two emergency response plans for the department – one for the Benton County Fair & Rodeo, and one for general Natural Areas, Parks and Events operations. These plans include staff areas, rental facilities, RV parks, and visitor areas. Training of department staff will follow completion of the emergency response plan(s) during the 2021-2023 biennium.                          | 5%   | 40%  |
| Natural Areas, Parks, & Events | #4: As outlined in the approved Facility Master Plan, convert the existing 33,000 sq ft indoor arena at the Benton County Event Center & Fairgrounds into a finished exhibit hall with concrete floor, HVAC system, and improved lighting/electrical systems designed to support large rental events and trade shows, as well as emergency response and evacuation center support. Design and permitting phase January through June 2022; proposed construction dates August 2022 through July 2023. | 10%  | 70%  |
| Public Works                   | #1: Fund and complete rehabilitation of the MLK to Ponderosa multi-use path and the Midge Cramer multi-use path by October 31, 2022.                                                                                                                                                                                                                                                                                                                                                                 | 10%  | 10%  |
| Public Works                   | #2: Develop a strategic financial and capital improvement plan for each utility district. Cascade View and Hidden Valley completed by June 30, 2021. Alpine, Alsea, and South Third completed by June 30, 2022.                                                                                                                                                                                                                                                                                      | 90%  | 100% |
| Public Works                   | #3: Complete a seismic resiliency study, in conjunction with the Oregon Department of Transportation, on certain bridges, by December 31, 2021.                                                                                                                                                                                                                                                                                                                                                      | 100% | 100% |
| Records & Elections            | #1: Expand capacity to serve customers by cross-training staff between divisions. Engage staff in trainings to better serve marginalized/underrepresented communities with the services provided in this department by July 1, 2023.                                                                                                                                                                                                                                                                 | 15%  | 33%  |
| Records & Elections            | #2: Develop and implement a bilingual English/Spanish public awareness and educational campaign for Ranked Choice Voting in Benton County prior to the 2022 General Election.                                                                                                                                                                                                                                                                                                                        | 0%   | 10%  |

|                     |                                                                                                                                                                                                                                                                                                                                                         |     |      |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|
| Records & Elections | #3: Update and maintain election security plans by July 1, 2022, and evaluate and update department Continuity of Operations plan following the move to the 4500 SW Research Way by July 1, 2023.                                                                                                                                                       | 75% | 85%  |
| Sheriff             | #1: The Sheriff's office will implement a Pre-Trial Program to reduce Failure to Appear (FTA) Rates by 30% in the first year of the biennium and 10% for each subsequent year.                                                                                                                                                                          | 50% | 100% |
| Sheriff             | #2: The Sheriff's office will evaluate the Benton County Emergency Management response to the COVID-19 Pandemic. The COVID Response Evaluation Report (CRER) will be issued and circulated to all Emergency Operations Center (EOC) stakeholders and personnel changes and recommendations will be implemented by December, 2021.                       | 95% | 100% |
| Sheriff             | #3: Evaluate and analyze Commission on Accreditation for Law Enforcement Agencies (CALEA) versus Oregon Accreditation Alliance (OAA). This effort will be documented in an Accreditation Evaluation Report (AER) due in July 2022. After evaluation and fiscal impact discourse, the Sheriff's office will implement conclusions starting in July 2022. | 0%  | 0%   |
| Sheriff             | #4: Identify, select and train new Community Review Board Members by July 2022. Sheriff will conduct quarterly meetings with the Community Review Board to discuss and evaluate Benton County Sheriff's Office operations, community complaints and concerns. {"Due to pandemic, goal is put on hold."}                                                 | 5%  | 10%  |



**FY21-23 Departmental Goals Status Update – Commissioners’ Priorities**  
**January 1, 2022 – July 1, 2022**

| <b>Completion Status:</b> | <b>0-24%</b> | <b>25-49%</b> | <b>50-74%</b> | <b>75-99%</b> | <b>100%</b> |
|---------------------------|--------------|---------------|---------------|---------------|-------------|
|---------------------------|--------------|---------------|---------------|---------------|-------------|

**CLIMATE CRISIS**

| <b>Department</b>     | <b>Goals (3)</b>                                                                                                                                                                                                                                                                                                                                                                                            | <b>1/1/22</b> | <b>7/1/22</b> |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|
| Assessment            | #3: Reduce commute miles driven by 40% from 2019 levels by May 2022 with continued telework policies and flexible work schedules.                                                                                                                                                                                                                                                                           | 100%          | 100%          |
| Community Development | #3: Collaborate with Public Works to update Comprehensive Plan policies and Development Code regulations to a) reflect the 2019 Transportation System Plan and b) implement measures designed to reduce single-occupancy vehicle miles traveled and greenhouse gas emissions. Conduct public engagement, hold public hearings and complete through adoption by the Board of Commissioners by June 30, 2022. | 10%           | 25%           |
| Juvenile              | #1: The Juvenile Department will reduce miles traveled by 2-5% during the 2021-23 biennium.                                                                                                                                                                                                                                                                                                                 | 0%            | 50%           |

**EMERGENCY RESILIENCY**

| <b>Department</b>     | <b>Goals (22)</b>                                                                                                                                                                                                                                                                                                                                                                        | <b>1/1/22</b> | <b>7/1/22</b> |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|
| Community Development | #1: Lead a cross-departmental and cross-agency project to update the Community Wildfire Protection Plan (CWPP), including public review and input, for adoption by the Board of Commissioners by June 1, 2022.                                                                                                                                                                           | 75%           | 85%           |
| County Counsel        | #2: Provide training on procurement manual to departments in 2021-23 biennium.                                                                                                                                                                                                                                                                                                           | 50%           | 100%          |
| Finance               | #2: Develop a comprehensive strategic plan with regards to capital needs of the County in future years, prior to the start of the 2023-25 budget development. The County does not have a comprehensive plan for capital investments or a plan for funding those investments. We will work with departments to determine future capital needs and develop a plan for funding those needs. | 0%            | 15%           |
| Finance               | #3: Work with Emergency Services to wrap up the financial reporting to FEMA and other agencies for the COVID-19 crisis. It is hoped that the COVID-19 emergency will come to an end prior to the end of the 2021-23 biennium.                                                                                                                                                            | 40%           | 45%           |
| Health Centers        | #1: Hire additional Pediatric Nurse Practitioner for the Lincoln School Based Health Center and build pediatric panel to 750 patients by June 30, 2023.                                                                                                                                                                                                                                  | 0%            | 100%          |

|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |      |      |
|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------|
| Health Centers                 | #2: Implement a fiscally and operationally sustainable Traditional Health Worker and Clinical Navigation Training Hub to be used by service organizations in the Tri-County (Linn, Benton, and Lincoln) area by June 30, 2023.                                                                                                                                                                                                                                                                                                                                                                        | 60%  | 100% |
| Health Centers                 | #3: Increase utilization of the CHC 340B Pharmacy by 10% by improving utilization at satellite clinics by June 30, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 20%  | 40%  |
| Health Department              | #1: Recommended Update Goal: Reduce percentage of home visits provided to 30% of births by December 31, 2022.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 25%  | 50%  |
| Health Department              | #2: Provide Child and Family Behavioral Health services to 1,000 children and families by December 31, 2022.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 70%  | 100% |
| Health Department              | #3: Ensure culturally and linguistically responsive access to COVID-19 information, messaging content, testing and vaccines for underserved and vulnerable populations including people who do not speak English, immigrant and refugee communities, rural low-income communities, and people with disabilities and other special needs through the duration of the pandemic response.                                                                                                                                                                                                                | 100% | 100% |
| Health Department              | #4: Recommended Update Goal: Initiate contact to investigate all cases and/or outbreaks of COVID-19 in compliance with CDC and OHA guidelines through the duration of the pandemic response.                                                                                                                                                                                                                                                                                                                                                                                                          | 91%  | N/A  |
| Human Resources                | #3: Design, develop, and begin phase-in implementation of a structured employee development program for job enrichment and to promote County career planning, by June 30, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                       | 0%   | 0%   |
| Information Technology         | #1: Configure synchronization between systems to better enable safety related technologies. The County phone system, directory information, mobile device management and ERP all house data about our facilities and employees that relate to needs of E911 and safety communications. Systems and processes will be designed to integrate these sources, to automate communication between them and make the information available to related technologies in the event of an emergency. Build two systems or processes designed to leverage data from these disparate systems by December 31, 2021. | 100% | 100% |
| Information Technology         | #2: Improve IT support for Emergency Operations. Create a plan to better manage technology for the County's Emergency Services and Emergency Operations Center (EOC) activities. Include procedures for keeping EOC equipment stored and in stand-by ready condition. Include documented capability of each County facility's ability to house and host EOC operations. Complete plan, documentation and share with Emergency Services by September 30, 2021.                                                                                                                                         | 33%  | 33%  |
| Juvenile                       | #2: Establish and maintain behavioral health and skill building for youth and families that are at risk for referral to the Juvenile Department. This will be accomplished through partnership with both Strengthening Rural Families and Benton County Behavioral Health. Percentage of youth to be served will be determined during 2021-22, and built upon during 2022-23.                                                                                                                                                                                                                         | 0%   | 25%  |
| Natural Areas, Parks, & Events | #3: In coordination with the Benton County's Emergency Manager and the County's Safety Coordinator, develop two emergency response plans for the department – one for the Benton County Fair & Rodeo, and one for general Natural Areas, Parks and Events operations. These plans include staff areas, rental facilities, RV parks, and visitor areas. Training of department staff will follow completion of the emergency response plan(s) during the 2021-2023 biennium.                                                                                                                           | 5%   | 40%  |
| Natural Areas, Parks, & Events | #4: As outlined in the approved Facility Master Plan, convert the existing 33,000 sq ft indoor arena at the Benton County Event Center & Fairgrounds into a finished exhibit hall with concrete floor, HVAC system, and                                                                                                                                                                                                                                                                                                                                                                               | 10%  | 70%  |

|                     |                                                                                                                                                                                                                                                                                                                                   |      |      |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------|
|                     | improved lighting/electrical systems designed to support large rental events and trade shows, as well as emergency response and evacuation center support. Design and permitting phase January through June 2022; proposed construction dates August 2022 through July 2023.                                                      |      |      |
| Public Works        | #1: Fund and complete rehabilitation of the MLK to Ponderosa multi-use path and the Midge Cramer multi-use path by October 31, 2022.                                                                                                                                                                                              | 10%  | 10%  |
| Public Works        | #2: Develop a strategic financial and capital improvement plan for each utility district. Cascade View and Hidden Valley completed by June 30, 2021. Alpine, Alsea, and South Third completed by June 30, 2022.                                                                                                                   | 90%  | 100% |
| Public Works        | #3: Complete a seismic resiliency study, in conjunction with the Oregon Department of Transportation, on certain bridges, by December 31, 2021.                                                                                                                                                                                   | 100% | 100% |
| Records & Elections | #3: Update and maintain election security plans by July 1, 2022, and evaluate and update department Continuity of Operations plan following the move to the 4500 SW Research Way by July 1, 2023.                                                                                                                                 | 75%  | 85%  |
| Sheriff             | #2: The Sheriff's office will evaluate the Benton County Emergency Management response to the COVID-19 Pandemic. The COVID Response Evaluation Report (CRER) will be issued and circulated to all Emergency Operations Center (EOC) stakeholders and personnel changes and recommendations will be implemented by December, 2021. | 95%  | 100% |

### CRIMINAL JUSTICE

| Department             | Goals (11)                                                                                                                                                                                                                                                                                                                          | 1/1/22 | 7/1/22 |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
| Board of Commissioners | #2: Support a balanced approach between rehabilitation and accountability to programs within the Justice System Improvement Program by capturing and including technical assistance from Communications; Equity, Diversity, and Inclusion; and, Sustainability aspects into the criminal justice system process by January 1, 2023. | 10%    | 10%    |
| County Counsel         | #1: Work with and support the legal needs of staff, Board of Commissioners members and committee members of the Justice System Improvement Program, with the goal of placing a bond measure on the ballot in the next biennium.                                                                                                     | 58%    | 100%   |
| District Attorney      | #1: The District Attorney's office will have the capacity to provide 40,000 services to crime victims per year.                                                                                                                                                                                                                     | 53%    | 97%    |
| District Attorney      | #2: The District Attorney's office will stand ready to respond to 18,000 scheduled court appearances each year.                                                                                                                                                                                                                     | 60%    | 100%   |
| District Attorney      | #3: The District Attorney's office will review 2,700 cases and 6,500 charges referred by law enforcement.                                                                                                                                                                                                                           | 100%   | 100%   |
| Health Department      | #1: Recommended Update Goal: Reduce percentage of home visits provided to 30% of births by December 31, 2022.                                                                                                                                                                                                                       | 25%    | 50%    |
| Health Department      | #2: Provide Child and Family Behavioral Health services to 1,000 children and families by December 31, 2022.                                                                                                                                                                                                                        | 70%    | 100%   |

|          |                                                                                                                                                                                                                                                                                                                                                                               |     |      |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|
| Juvenile | #2: Establish and maintain behavioral health and skill building for youth and families that are at risk for referral to the Juvenile Department. This will be accomplished through partnership with both Strengthening Rural Families and Benton County Behavioral Health. Percentage of youth to be served will be determined during 2021-22, and built upon during 2022-23. | 0%  | 25%  |
| Sheriff  | #1: The Sheriff's office will implement a Pre-Trial Program to reduce Failure to Appear (FTA) Rates by 30% in the first year of the biennium and 10% for each subsequent year.                                                                                                                                                                                                | 50% | 100% |
| Sheriff  | #3: Evaluate and analyze Commission on Accreditation for Law Enforcement Agencies (CALEA) versus Oregon Accreditation Alliance (OAA). This effort will be documented in an Accreditation Evaluation Report (AER) due in July 2022. After evaluation and fiscal impact discourse, the Sheriff's office will implement conclusions starting in July 2022.                       | 0%  | 0%   |
| Sheriff  | #4: Identify, select and train new Community Review Board Members by July 2022. Sheriff will conduct quarterly meetings with the Community Review Board to discuss and evaluate Benton County Sheriff's Office operations, community complaints and concerns. {"Due to pandemic, goal is put on hold."}                                                                       | 5%  | 10%  |

### EQUITY, DIVERSITY, & INCLUSION

| Department             | Goals (23)                                                                                                                                                                                                                                                                                                                                | 1/1/22 | 7/1/22 |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
| Assessment             | #1: Appraise 1,600 properties that have not been visited since 2001 and are missing improvement sketches by June 30, 2023.                                                                                                                                                                                                                | 32%    | 72%    |
| Assessment             | #2: Community Education and Outreach: Participate in one educational forum in each of the following areas by June 30, 2023:<br>Rental Property Management, Real Estate Training, Farm Bureau meeting and/or OSU Extensions small farmer group meeting, and Business Personal Property.                                                    | 25%    | 50%    |
| Board of Commissioners | #1: Develop strategic vision and process to advance equity, diversity and inclusion (EDI), and integrate EDI best practices throughout County departments by June 30, 2022.                                                                                                                                                               | 10%    | 10%    |
| Board of Commissioners | #2: Support a balanced approach between rehabilitation and accountability to programs within the Justice System Improvement Program by capturing and including technical assistance from Communications; Equity, Diversity, and Inclusion; and, Sustainability aspects into the criminal justice system process by January 1, 2023.       | 10%    | 10%    |
| Community Development  | #2: Co-lead with Health Department the drafting and adoption of County Code establishing procedures and standards pursuant to House Bill 2916 to authorize establishment of transitional housing within urban growth boundaries, or alternative transitional housing strategy as directed by the Board of Commissioners by June 30, 2022. | 25%    | 33%    |
| County Counsel         | #2: Provide training on procurement manual to departments in 2021-23 biennium.                                                                                                                                                                                                                                                            | 50%    | 100%   |

|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |      |      |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------|
| Health Centers                 | #2: Implement a fiscally and operationally sustainable Traditional Health Worker and Clinical Navigation Training Hub to be used by service organizations in the Tri-County (Linn, Benton, and Lincoln) area by June 30, 2023.                                                                                                                                                                                                                                                          | 60%  | 100% |
| Health Centers                 | #3: Increase utilization of the CHC 340B Pharmacy by 10% by improving utilization at satellite clinics by June 30, 2023.                                                                                                                                                                                                                                                                                                                                                                | 20%  | 40%  |
| Health Department              | #1: Recommended Update Goal: Reduce percentage of home visits provided to 30% of births by December 31, 2022.                                                                                                                                                                                                                                                                                                                                                                           | 25%  | 50%  |
| Health Department              | #2: Provide Child and Family Behavioral Health services to 1,000 children and families by December 31, 2022.                                                                                                                                                                                                                                                                                                                                                                            | 70%  | 100% |
| Health Department              | #3: Ensure culturally and linguistically responsive access to COVID-19 information, messaging content, testing and vaccines for underserved and vulnerable populations including people who do not speak English, immigrant and refugee communities, rural low-income communities, and people with disabilities and other special needs through the duration of the pandemic response.                                                                                                  | 100% | 100% |
| Health Department              | #4: Recommended Update Goal: Initiate contact to investigate all cases and/or outbreaks of COVID-19 in compliance with CDC and OHA guidelines through the duration of the pandemic response.                                                                                                                                                                                                                                                                                            | 91%  | N/A  |
| Health Department              | #5: The Developmental Diversity program will support 100% of the participants in the program to maintain safe and secure housing.                                                                                                                                                                                                                                                                                                                                                       | 100% | 100% |
| Human Resources                | #1: Design, develop, and implement a comprehensive and culturally responsive employee onboarding program to help new hires acclimate to the County culture and work environment, engage them and earn their commitment to the County organization, and help them start producing and contributing to their department's mission, by September 1, 2022.                                                                                                                                  | 5%   | 50%  |
| Human Resources                | #4: Implement strategic outreach efforts to increase the Equal Employment Opportunity (EEO) diversity of our pools of qualified applicants by 5% by June 30 of each year of the 2021-23 biennium.                                                                                                                                                                                                                                                                                       | 50%  | 100% |
| Juvenile                       | #3: Collaborate with local partners and conduct 2-3 sessions that introduce disengaged youth to alternative forms of student and community involvement by June 30, 2022.<br>Collaborate with local partners and conduct 3-4 sessions that introduce disengaged youth to alternative forms of student and community involvement by June 30, 2023.                                                                                                                                        | 50%  | 50%  |
| Natural Areas, Parks, & Events | #1: During the 2021-2023 biennium, the Natural Areas, Parks & Events (NAPE) department will add bilingual English/Spanish welcoming information to new and/or upgraded kiosk signage in Benton County Parks, Natural Areas, and Events Center. NAPE staff will work with the Equity, Diversity and Inclusion (EDI) Coordinator and Public Information Officer (PIO) to create culturally responsive public information. QRL codes will be used to access other language options online. | 15%  | 17%  |
| Natural Areas, Parks, & Events | #2: Develop a culturally responsive restoration and interpretation plan for the historical resources managed by the Benton County Natural Areas, Parks and Events Department, including the 1857 Commander's House at Fort Hoskins Park and the 1883 Palestine Church in Adair Village. The final plans will be prepared in cooperation with the Equity, Diversity and Inclusion (EDI) Coordinator and partner organizations. To be completed during the 2021-23 biennium.              | 0%   | 0%   |

|                     |                                                                                                                                                                                                                                                                                                         |      |      |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------|
| Public Works        | #2: Develop a strategic financial and capital improvement plan for each utility district. Cascade View and Hidden Valley completed by June 30, 2021. Alpine, Alsea, and South Third completed by June 30, 2022.                                                                                         | 90%  | 100% |
| Public Works        | #3: Complete a seismic resiliency study, in conjunction with the Oregon Department of Transportation, on certain bridges, by December 31, 2021.                                                                                                                                                         | 100% | 100% |
| Records & Elections | #1: Expand capacity to serve customers by cross-training staff between divisions. Engage staff in trainings to better serve marginalized/underrepresented communities with the services provided in this department by July 1, 2023.                                                                    | 15%  | 33%  |
| Records & Elections | #2: Develop and implement a bilingual English/Spanish public awareness and educational campaign for Ranked Choice Voting in Benton County prior to the 2022 General Election.                                                                                                                           | 0%   | 10%  |
| Sheriff             | #4: Identify, select and train new Community Review Board Members by July 2022. Sheriff will conduct quarterly meetings with the Community Review Board to discuss and evaluate Benton County Sheriff's Office operations, community complaints and concerns. {"Due to pandemic, goal is put on hold."} | 5%   | 10%  |

### HOMELESSNESS & HOUSING INSECURITY

| Department            | Goals (4)                                                                                                                                                                                                                                                                                                                                 | 1/1/22 | 7/1/22 |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
| Community Development | #2: Co-lead with Health Department the drafting and adoption of County Code establishing procedures and standards pursuant to House Bill 2916 to authorize establishment of transitional housing within urban growth boundaries, or alternative transitional housing strategy as directed by the Board of Commissioners by June 30, 2022. | 25%    | 33%    |
| Health Department     | #1: Recommended Update Goal: Reduce percentage of home visits provided to 30% of births by December 31, 2022.                                                                                                                                                                                                                             | 25%    | 50%    |
| Health Department     | #5: The Developmental Diversity program will support 100% of the participants in the program to maintain safe and secure housing.                                                                                                                                                                                                         | 100%   | 100%   |
| Records & Elections   | #1: Expand capacity to serve customers by cross-training staff between divisions. Engage staff in trainings to better serve marginalized/underrepresented communities with the services provided in this department by July 1, 2023.                                                                                                      | 15%    | 33%    |

**RESPONSIBLE GOVERNANCE**

| <b>Department</b>      | <b>Goals (12)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>1/1/22</b> | <b>7/1/22</b> |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|
| Board of Commissioners | #2: Support a balanced approach between rehabilitation and accountability to programs within the Justice System Improvement Program by capturing and including technical assistance from Communications; Equity, Diversity, and Inclusion; and, Sustainability aspects into the criminal justice system process by January 1, 2023.                                                                                                                                                                                                                                                                   | 10%           | 10%           |
| County Counsel         | #2: Provide training on procurement manual to departments in 2021-23 biennium.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 50%           | 100%          |
| Finance                | #1: Work with IT and HR to plan implementation of an electronic personnel file. Analyze the business needs of the Human Resources and Finance departments for an electronic personnel file of County employees. A solution will include combined information from HR and Finance systems. Complete analysis of needs, vet solutions, and develop plan for implementation by October 1, 2021.                                                                                                                                                                                                          | 10%           | 20%           |
| Finance                | #2: Develop a comprehensive strategic plan with regards to capital needs of the County in future years, prior to the start of the 2023-25 budget development. The County does not have a comprehensive plan for capital investments or a plan for funding those investments. We will work with departments to determine future capital needs and develop a plan for funding those needs.                                                                                                                                                                                                              | 0%            | 15%           |
| Finance                | #3: Work with Emergency Services to wrap up the financial reporting to FEMA and other agencies for the COVID-19 crisis. It is hoped that the COVID-19 emergency will come to an end prior to the end of the 2021-23 biennium.                                                                                                                                                                                                                                                                                                                                                                         | 40%           | 45%           |
| Human Resources        | #1: Design, develop, and implement a comprehensive and culturally responsive employee onboarding program to help new hires acclimate to the County culture and work environment, engage them and earn their commitment to the County organization, and help them start producing and contributing to their department's mission, by September 1, 2022.                                                                                                                                                                                                                                                | 5%            | 50%           |
| Human Resources        | #3: Design, develop, and begin phase-in implementation of a structured employee development program for job enrichment and to promote County career planning, by June 30, 2023.                                                                                                                                                                                                                                                                                                                                                                                                                       | 0%            | 0%            |
| Human Resources        | #4: Implement strategic outreach efforts to increase the Equal Employment Opportunity (EEO) diversity of our pools of qualified applicants by 5% by June 30 of each year of the 2021-23 biennium.                                                                                                                                                                                                                                                                                                                                                                                                     | 50%           | 100%          |
| Information Technology | #1: Configure synchronization between systems to better enable safety related technologies. The County phone system, directory information, mobile device management and ERP all house data about our facilities and employees that relate to needs of E911 and safety communications. Systems and processes will be designed to integrate these sources, to automate communication between them and make the information available to related technologies in the event of an emergency. Build two systems or processes designed to leverage data from these disparate systems by December 31, 2021. | 100%          | 100%          |
| Public Works           | #2: Develop a strategic financial and capital improvement plan for each utility district. Cascade View and Hidden Valley completed by June 30, 2021. Alpine, Alsea, and South Third completed by June 30, 2022.                                                                                                                                                                                                                                                                                                                                                                                       | 90%           | 100%          |
| Sheriff                | #3: Evaluate and analyze Commission on Accreditation for Law Enforcement Agencies (CALEA) versus Oregon Accreditation Alliance (OAA). This effort will be documented in an Accreditation Evaluation Report (AER) due                                                                                                                                                                                                                                                                                                                                                                                  | 0%            | 0%            |

|         |                                                                                                                                                                                                                                                                                                         |    |     |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|-----|
|         | in July 2022. After evaluation and fiscal impact discourse, the Sheriff's office will implement conclusions starting in July 2022.                                                                                                                                                                      |    |     |
| Sheriff | #4: Identify, select and train new Community Review Board Members by July 2022. Sheriff will conduct quarterly meetings with the Community Review Board to discuss and evaluate Benton County Sheriff's Office operations, community complaints and concerns. {"Due to pandemic, goal is put on hold."} | 5% | 10% |

# CONSENT CALENDAR

**MINUTES OF THE MEETING**  
**BENTON COUNTY BOARD OF COMMISSIONERS**  
**Tuesday, December 17, 2019**  
**Board of Commissioner's Building**  
**205 NW 5<sup>th</sup> Street, Corvallis, Oregon**  
**12:00 p.m., Board Room**

**Present:**     **Annabelle Jaramillo**, Chair; **Pat Malone**, Commissioner; **Xanthippe Augerot**, Commissioner; **Vance Croney**, County Counsel; **Joe Kerby**, County Administrator

**Staff:**       **Sherlyn Dahl**, Community Health Centers; **Dawn Emerick**, Health; **Erika Milo**, BOC Recorder; **Lili'a Neville**, Public Information Officer; **Laurie Starha**, Natural Areas and Parks; **Gary Stockhoff**, Public Works; **Greg Verret**, Community Development; Godwin, Linsey

**Guests:**

Chair Jaramillo called the meeting to order at 12:01 p.m.

**I.     Opening:**

- A. Introductions**
- B. Pledge of Allegiance**
- C. Announcements**

There were no announcements.

**II.    Comments from the Public**

No comment was offered.

**III.   Review and Approve Agenda**

No changes were made to the agenda.

**IV.    Consent Calendar**

- 4.1    In the Matter of Reappointing Advisory Boards/Commissions/Committees:**  
**Planning:** Nick Fowler, Christine Hauser, Sean Scorvo
  
- 4.2    In the Matter of Reappointing Road District Members:**
  - Brownly-Marshall:**           **Colin Gillin**
  - Chinook:**                   **Matthew Lindberg, Barbara Schatz, Diana Myers**
  - County Estates:**           **Jeff Marr**
  - Mary's River Estates:**      **John Patterson, Valerie Bach**
  - McDonald Forest Estates:** **Jim Good**
  - North F Street:**           **Christine Clemmer**
  - Ridgewood:**               **Kathy Miles**
  - Rosewood Estates:**       **Greg Henderson**
  - Westwood Hills Road:**      **Susan Swanson**

- 4.3 In the Matter of Reappointing Community Service Consortium Community Action Advisory Council: Cookie Johnson, Mark Edwards**
- 4.4 In the Matter of Reappointing Linn-Benton Housing Authority Member: Ryan McCambridge**
- 4.5 Minutes of the November 26, 2019 Meeting**

**MOTION:** Augerot moved to accept the December 17, 2019 Consent Calendar. Malone seconded the motion, which **passed 3-0**.

**V. Departmental Reports and Requests**

**5.1 Discussion and Decision to Adopt the 2020 Revised Fee Schedule for the Assessor's Office – Jennifer Anderson, Assessment**

Kerby the last time fees were increased was 1/1/18. The proposed changes some are significant, one fee added, Construction and Process Exemption Fee \$200.

**MOTION:** Malone moved to approve the Order adopting the revised fee schedule for the Assessor's office to be effective January 1, 2020. Augerot seconded the motion, which **passed 3-0**.

**5.2 Discussion and Decision to Adopt the 2020 Revised Fee Schedule for Community Development, Natural Areas and Parks, and Public Works Departments – Greg Verret, Community Development Director; Laurie Starha, Natural Areas & Parks Director; Gary Stockhoff, Public Works Director**

George, tall woman, Starha. George for PW: Commissioners had approved CPI +2% or 5%; propose to raise fees by 5% as presented in schedule. Have not been able to compare with other entities very readily. Mainly to cover personnel costs, increased more than 5%.

Starha for Parks: changes in fee structure for 2020 request increases on most items, ranging from 0% to 10 % increase. Doing survey of other valley parks and recs, still at or below competitive rates, trying to come more in line with the going rate. One of the biggest changes is to offer an off season reduced rate after Labor Day for Salmonberry camp; consistently large drop off of campers, want to incentivize fall camping. Also at Bizell Education center, off season Dec Jan Feb to encourage additional rentals. Winter heating is expensive, want more winter use. Rentals steadily increase, keeping rates lower helps people enjoy the areas.

Linsey Godwin, CD: similar CPI to PW, proposed increasing fees ... building permits stay the same, changes are for land use actions, reviews, and applications. 5% increase for most as shown in fee schedule, rounding up or down; 3%-6% result.

Malone: appreciate the comparisons, like the off season rates to encourage more activity.

Augerot: if 5% is not sufficient for PW costs, will we need a larger jump at some point, or would that make it too high?

George think it would be too high, not realistic. Development of a plot can be over \$2000. We'll never recover all of our costs, that is part of our role as a public entity, try to be more efficient so putting less time into it.

Augerot would be interested in future hearing about how we are using technology to reduce costs.

**MOTION:** Malone moved to approve the Order setting fees for Public Works, Community Development, and Natural Areas and Parks for 2020. Augerot seconded the motion, which **passed 3-0**.

**5.3 Discussion and Decision to Adopt the 2020 Revised Fee Schedule for Community Health Centers – Sherlyn Dahl, Community Health Centers Director**

Dahl proposed fee change for primary care services only. Last revision to fees was January 18. Along with a requirement from primary funder hrca to keep fees in line with local market, did study. Propose a slight increase, details attached, \$5-10 increases. Does not impact what we are reimbursed; most are reimbursed through private insurance, Medicaid, Medicare, ... this just reflects the value of our service. Dental fees were revised downwards, expanding services with dental at Benton site. Mental health not adjusted.

**MOTION:** Augerot moved to approve the revised Medical and Dental fee schedule as proposed, effective January 1, 2020. Malone seconded the motion, which **passed 3-0**.

**5.4 Discussion and Decision to Approve the Establishment of Two New Health Department Divisions (Developmental Diversity and Healthy Communities) – Dawn Emerick, Health Services Director**

Emerick read the statement from the Work Session. Asking approval for establishing two new divisions, falls in line with assessment and four pillars established. Developmental Diversity realign to Health department's new direction, supervisor position and lead positions in children's and adult services. This fortifies DD with leadership scale, career advancement, program continuity. Residents would benefit if DD functions as equally important as public health.

Healthy Communities within pub health shows importance of investing in prevention. Change population wide systems and policies that reinforce early onset of ... and health disparities. 135 health staff, 7 member prevention team. Disrupting racist and oppressive systems, team limited in authority and influence due to operating and budget location in ph. Entire health department could benefit. Removes decision making layers and gives team direct access to hd director.

Kerby acknowledging Emerick leaving in about a month, asked her to complete in her remaining time, realization of strategic plan, development of these two divisions, move forward the reclassifications that support the identified changes.

Augerot DD has been an outpost, a lot to gain from this synergy of a direct division, and move into closer proximity. Healthy Communities has done great work for HD and County, nationwide shift to public health modernization and social determinants of health.

**MOTION:** Malone moved to approve the establishment of the two new Health Department Divisions (Developmental Diversity and Healthy Communities). Augerot seconded the motion, which **passed 3-0**.

**5.5 In the Matter of Approving the Submission of the Health Resource and Services Administration (HRSA) Service Area Competition Grant – Sherlyn Dahl, Community Health Centers Director**

Dahl competing continuation grant with HRSA – competing only if there is another entity in the same area, not national. There were no competing applications. Three year project period May 1, 2020-April 30, 2023. No budget changes, use approved biennial budget, put it in the format of the project period. HRSA funds are \$3.06 million? Also asked to project number of patients served, anticipate over 10,000 in 2019, 11,200 by 2023. Was submitted in late November.

**MOTION:** Augerot moved to approve submission of the HRSA Service Area Competing Continuation Grant Application for project period May 1, 2020 – April 30, 2023. Malone seconded the motion, which **passed 3-0**.

**VI. Other**

No other business was discussed.

**VII.**

**Adjournment**

Chair Jaramillo adjourned the meeting at 12:24 p.m.

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Annabelle Jaramillo, Chair

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Erika Milo, Recorder

*\* NOTE: Items denoted with an asterisk do NOT have accompanying written materials in the meeting packet.*

# OLD BUSINESS

BOC Agenda Checklist Master

Agenda Placement and Contacts

Suggested Agenda Date 08/23/22

View [Agenda Tracker](#)

Suggested Placement \* BOC Tuesday Meeting

Department \* Board of Commissioners

Contact Name \* Darren J Nichols

Phone Extension \* 5412244657

Meeting Attendee Name \* Darren Nichols; Daniel Redick; Joe Kerby

Agenda Item Details



Item Title \* Benton County Talks Trash - Adopt Workgroup Charter

- Item Involves \* Check all that apply
- ☐ Appointments
  - ☒ Budget
  - ☐ Contract/Agreement
  - ☒ Discussion and Action
  - ☐ Discussion Only
  - ☐ Document Recording
  - ☐ Employment
  - ☐ Notice of Intent
  - ☐ Order/Resolution
  - ☐ Ordinance/Public Hearing 1st Reading
  - ☐ Ordinance/Public Hearing 2nd Reading
  - ☐ Proclamation
  - ☒ Project/Committee Update
  - ☐ Public Comment
  - ☐ Special Report
  - ☐ Other

Estimated Time \* 30 minutes

Board/Committee Involvement \* ☒ Yes ☐ No

**Name of  
Board/Committee**

Benton County Talks Trash

**Advertisement\***

☐ Yes

☒ No

## Item Issues and Description

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**Identified Salient  
Issues\***

Solid Waste and Disposal, including Coffin Butte Landfill

**Options\***

Adopt Charter as written; or  
Adopt Charter with Board amendments

**Fiscal Impact\***

☒ Yes  
☐ No

**Fiscal Impact  
Description\***

Professional facilitation costs; additional solid waste consulting as needed to support Workgroup and Board of Commissioners

Mandated Service? \*

Yes

No

## 2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Mandated Service Description \*

If this agenda checklist describes a mandated service or other function, please describe here.  
The Board's work and the work of the Workgroup fall under Benton County's broad responsibilities to manage and plan for solid waste and disposal.

## Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

Core Values \*

Select all that apply.

☒ Vibrant, Livable Communities

☒ Supportive People Resources

☒ High Quality Environment and Access

☒ Diverse Economy that Fits

☒ Community Resilience

☒ Equity for Everyone

☒ Health in All Actions

☐ N/A

Explain Core Values Selections \*

Because solid waste and disposal decisions impact everyone in the Benton County community - economically, environmentally and socially - this issue impacts the wide ranging goals under the 2040 Healthy Communities initiative on several if not most of the policy areas outlined in the Initiative.

Focus Areas and Vision \*

Select all that apply.

☒ Community Safety

☒ Emergency Preparedness

☐ Outdoor Recreation

☒ Prosperous Economy

☒ Environment and Natural Resources

☒ Mobility and Transportation

☒ Housing and Growth

☐ Arts, Entertainment, Culture, and History

☒ Food and Agriculture

☐ Lifelong Learning and Education

☐ N/A

Explain Focus Areas and Vision Selection \*

Because solid waste and disposal decisions impact everyone in the Benton County community - economically, environmentally and socially - this issue impacts the wide ranging goals under the 2040 Healthy Communities initiative on several if not most of the policy areas outlined in the Initiative.

## Recommendations and Motions

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### Item Recommendations and Motions

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#### Staff

#### Recommendations \*

Staff recommends that the Board adopt the Charter as presented.

In the alternative, the Board may choose to adopt the Charter with amendments proposed by the Board.

#### Meeting Motions \*

I move to ...

. . . adopt the proposed Charter for the "Benton County Talks Trash" Workgroup, to be appointed by the Board separately, and direct County staff, the County's professional neutral facilitator, and the Workgroup, to proceed with implementing the tasks outlined in the Charter.

# Attachments, Comments, and Submission

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## Item Comments and Attachments

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### Attachments

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

|                                                                      |          |
|----------------------------------------------------------------------|----------|
| Benton County Talks Trash Charter and Bylaws 8-18-22 Final Draft.pdf | 426.82KB |
|----------------------------------------------------------------------|----------|

**Comments (optional)** The Board will be asked to make two individual but related decisions:

1. Adopt a Workgroup Charter; and
  2. Appoint a Balanced Workgroup from a list of interested community members and representatives recommended for appointment by the Planning Commission, the Solid Waste Advisory Council, and Republic Services.
- If you have any questions, please call ext.6800

**Department Approver**

JOE KERBY

# Department Approval

Page 60 of 93

Comments

Signature

*Joseph Kelly*

# BOC Initial Approval

Page 61 of 93

**Approvals Required** ☐ Counsel

☐ Finance

☐ HR

**County** JOE KERBY

**Administrator**

**Approver**

# County Administrator Approval

Page 62 of 93

Comments

Signature

*Joseph Kelly*

# BOC Final Approval

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Page 63 of 93

Comments

Signature

*Amanda Hakepeace*

**“BENTON COUNTY TALKS TRASH”**  
**WORKGROUP Charter and Bylaws**  
**8-18-2022 Final Draft**

*The Benton County Board of Commissioners (BOC) has established the “Benton County Talks Trash” Workgroup (WORKGROUP) and has adopted this Charter and Bylaws document pursuant to [Code Chapter 3](#) to govern its work.*

## **I. Background**

Benton County (County) contracted with Oregon Consensus to conduct a process assessment with the following Scope:

Benton County and key stakeholders seek assistance identifying and implementing a constructive path forward relating to sustainable materials management and the future of solid waste disposal in the Mid-Willamette Valley, including at the Coffin Butte regional landfill. Following a [December 7, 2021] Benton County Planning Commission denial of a proposed conditional use permit to expand the landfill, key participants recognize that a constructive path forward could benefit from the assistance of a third-party facilitator. Key stakeholders believe that an objective assessment of the situation, conducted by an impartial third party, would be a good first step. (Emphasis added.)

Based on this original Scope, the County asked Oregon Consensus to complete a third-party situational assessment. The Benton County Solid Waste Situational Assessment Report (Assessment Report) can be found [here](#). The BOC accepted the Report during its July 19, 2022 meeting and approved funding for the process at its July 26, 2022 meeting. As a result, the Report serves as the reference document for this WORKGROUP.

## **II. Scope & Charge**

This is a “bridge” process between past events and next steps. The process is designed to reset the current dynamics with the development of “common understandings” and recommended protocols for the future substantive consideration of the solid waste issues.

This WORKGROUP is not a decision-making body. It is a recommendation-making group with the following Scope. (See, [Assessment Report](#) for details.) The recommendations are not binding on decision makers in any subsequent land use review, but will help inform all parties going into a review process.

The WORKGROUP, with concurrence of the County staff, will prioritize the following topics.

- A. Develop Common Understandings to form the basis of the work.** Staff to draft a document, for review by the work group, outlining common understandings to include the following informational topics by 8/25/22:

- 1) A chronological history of key Coffin Butte Landfill topics:
  - a. Size;
  - b. Specific locations;
  - c. Conditions of past land use approvals;
  - d. Compliance with prior land use approvals and SWMP;
  - e. Reporting requirements;
  - f. Assumptions (e.g. when will the landfill close;)

- g. Economics (i.e. Benefit – Cost, etc.;;) and
  - h. Examples from other jurisdictions hosting landfills, e.g.:
    - i. Typical land use conditions of approval; and
    - ii. Issue sequencing, (e.g. in what order are landfill versus hauling approvals done, etc.
- 2) A Summary of the County’s current rights and obligations to Republic Services, and vice versa, surrounding:
- a. The hauling franchise;
  - b. The landfill CUP; and
  - c. What legally can and cannot be conditions of any land use approvals (e.g. past compliance, compliance with future laws, codes, and policies, DEQ compliance, reopening, limitations on what can be brought into the County from where, required facilities and practices, reporting/compliance/financial monitoring requirements, etc.)
- 3) A Summary of the rights and obligations of other entities surrounding landfills, hauling, and sustainability initiatives, etc.:
- a. Federal;
  - b. Tribal;
  - c. State (e.g. Is DEQ prohibited from permitting another landfill west of the Cascades and what does the “regional landfill” designation mean?);
  - d. Local Government; and
  - e. Summary of the step-by-step process in ORS chapter 459 and associated timing for the cross-jurisdictional approvals of landfill applications, (e.g. DEQ) including:
    - i. What topics are within whose authority, and
    - ii. Whether, for example, the County can or should consider the topics it does not have permitting authority over when assessing the criteria outlined in Code section 53.215?

**B. Clarifying existing criteria and information requirements for the land use review process for any proposed landfill expansion. Specifically:**

- 1) Create a common understanding document outlining which Development Code criteria are applicable to the review of a conditional use application for landfill expansion by reviewing 53.215 (Criteria,) 77.305 (Conditional Uses,) 77.310 (Review,) and 77.405 (DEQ); review Chapters 50 and 51 for context; and then:
- a. Preparing a conceptual list of any other Development Code criteria the WORKGROUP recommends be applicable; and
  - b. Developing recommended guidelines for interpreting any ambiguous provisions recognizing current statutes, regulations, case law, and County precedent, etc. Examples for consideration include:
    - i. The phrase, “Other information as required by the Planning Official” 77.310(e); and
    - ii. The terms found in Section 53.215, e.g., “seriously interfere,” “character of the area,” “purpose of the zone,” “undue burden,” and “any additional criteria which may be required for the specific use by this code.”
- 2) In doing so, refer to Comprehensive Plan for policy guidance regarding interpretation of any ambiguous Development Code provisions (see, BCC 50.015,) and Review the Planning Commission comments made during its last review of Republic Services’ CUP application for context.

- 3) Develop protocols for the timely and broad distribution of CUP-related information to the public, other governmental entities, and internal committees, groups, and divisions.

This proposed element does NOT include opining on the merits of Republic Services' expected Coffin Butte application, nor does it involve the actual writing of potential code language or recommendations that change the current steps in the existing CUP review process. The scope is limited to developing conceptual language for recommended review criteria and recommended guidelines for interpreting any existing ambiguous provisions using the below "Common Understanding" as guideposts. The WORKGROUP must operate within the legal parameters associated with its specific recommendations.

**C. Scope the necessary tasks to start a Long-Term Sustainable Materials Management Plan process.**

Consider topics like contracting out, subjects to be covered, who needs to be at the table beyond those in the County, and a workplan outline with a timeline for completion. Look to recent similar planning efforts across the state to assess what topics were included and what "lessons learned" should be brought forward in this process. This includes the development of the necessary foundational "common understandings" and protocols needed before beginning the actual planning process.

This element includes topics beyond the landfill, and like it, the WORKGROUP should consider the cost-benefits from the perspective of who gains benefits, and who does not, in light of Code section 23.010 [Solid Waste Management] Purpose, which states, "In order to protect the health, safety and welfare of the people of Benton County and to provide a solid waste management program, it is declared to be the public policy of Benton County to regulate solid waste management to... [see actual language for list of potential topics.]" [Section 23.100](#)

This charge does not include completing the plan. It only includes a discussion of the preliminary scoping to start that planning process.

**D. Provide input on additional topics raised in the [Assessment Report](#):**

1. Scope the necessary tasks to start planning for the reopening of the existing hauling agreement to be amended by July 1, 2024, which is controlled by the following provision, "This agreement shall be amended by July 1, 2024 to include the same or similar terms as the forthcoming City of Corvallis collection franchise agreement, including, but not limited to, the same termination date, as well as concepts from the consensus-seeking process;
2. Clarify the differences, with BOC feedback, between the roles, responsibilities, and protocols of SWAC and DSAC on these topics, and develop specific recommended review criteria for the evaluation of CUP applications. Related Question: "Should SWAC and DSAC use the same review criteria as the Planning Commission and the BOC;" and
3. Create a future timeline for discussing any needed changes to the Benton County Code flowing from any WORKGROUP recommendations.

**E. Consider creating a public-facing document and community education campaign on these topics.**

### III. Guiding Principles

The WORKGROUP should consider the following guiding principles during its deliberations:

- A. **Process Goal:** Make recommendations in the best interest of the Benton County community-at-large; and
- B. **Strive for “Pareto Efficiency:”** The ideal conceptual situation where no further improvements to the community’s wellbeing can be made through a reallocation of resources that makes at least one part of the Community-at-large better off without making another part of the community-at-large worse off.
- C. **Benefit – Cost Factors:** Recommendations should consider the maximization of benefits and the reduction of costs.

### IV. Membership

There are two categories: a) Polling Member; and b) Ex Officio Member. Polling Members have full rights of participation and “polling.” Ex Officio Members are “non-polling” information sources. Each may bring technical resources to the meetings. The technical resources will be able to participate in the discussions with permission of the Facilitator after a WORKGROUP discussion on the advantages and disadvantages surrounding their participation.

| Organization/Interest Group | WORKGROUP Member | Polling | Ex Officio | Charge    |
|-----------------------------|------------------|---------|------------|-----------|
| SWAC/DSAC                   |                  | X       |            | All       |
| SWAC/DSAC                   |                  | X       |            | All       |
| Planning Commission         |                  | X       |            | All       |
| Planning Commission         |                  | X       |            | All       |
| Republic National           |                  | X       |            | All but C |
| Republic Local              |                  | X       |            | All but C |
| Public                      |                  | X       |            | All       |
| Public                      |                  | X       |            | All       |
| Public                      |                  | X       |            | All       |
| Public                      |                  | X       |            | All       |
| Public                      |                  | X       |            | All       |
| Public                      |                  | X       |            | All       |
| Public                      |                  | X       |            | All       |
| Public                      |                  | X       |            | All       |
| DEQ                         |                  |         | X          | All but D |
| Neighboring Jurisdiction    |                  |         | X          | Only C    |
| Neighboring Jurisdiction    |                  |         | X          | Only C    |
| Benton County Staff         |                  |         | X          | All       |
| Benton County Staff         |                  |         | X          | All       |

Each member is allowed to assign one WORKGROUP alternate for the process. That person must have full authority to represent their Organization/Interest Group. If the alternate is attending, the primary member must provide written notice to Facilitator at least 72 hours in advance of a meeting’s start time. Assigning a replacement alternate is at the discretion of the Facilitator.

Government-to-government tribal consultation/coordination/communication will be ongoing.

## **V. Public Attendance**

The public is welcome to attend all meetings. The facilitator will manage the meetings consistent with the Agenda, which gives priority to committee members, first to Polling members and second to Ex Officio Members. There will be time on the agenda dedicated to receiving input from the public with time limits for each person.

## **VI. Subcommittees**

The County will evaluate the need for subcommittees, factoring in time and resource considerations. With the approval of the BOC and concurrence of staff, the WORKGROUP may create subcommittees if necessary, and allocate meeting time accordingly.

## **VII. WORKGROUP Material and Support**

All committee materials will be provided electronically as a sustainability measure.

Meeting notices, agendas, materials, minutes (the members present, all motions, resolutions, votes taken and the substance of any discussion,) and recordings will be posted on this [webpage](#).

Technical input from agencies, organizations, or individuals with specialized expertise will be available to the WORKGROUP as issues arise.

## **VIII. Facilitator**

The County has contracted with an independent and neutral third-party facilitator, [ICMresolutions](#), (Facilitator,) whose role is to facilitate meetings, help the WORKGROUP develop recommendations, and produce WORKGROUP reports. The Facilitator's responsibility is to the WORKGROUP process, but neither WORKGROUP membership/sponsorship, nor process participation is a substitute for independent legal or other professional advice. That is the responsibility of the process participants. The Facilitator will also be available as a resource for conflict resolution and WORKGROUP process improvement suggestions.

The Facilitator's written contract with the County is available for review. The Facilitator will not be influenced by payment source. To ensure impartiality, the County will solicit WORKGROUP input on the Facilitator's performance before changing ICMresolution's status, but the ultimate decision is the BOC's.

The Facilitator may suggest concepts for WORKGROUP consideration, but will not make any decisions.

Specific Facilitator responsibilities include:

- A. Design and support meeting process to achieve the outcomes of the process using formal agenda and meeting recordings to track progress;
- B. Ensure culturally competent practices are used to foster inclusion and the equal voice of all participants;
- C. Ensure a welcoming meeting environment where all members can participate;
- D. Ensure a safe environment for alternative opinions to be expressed;

- E. Conduct meetings in a manner to foster collaborative decision-making and consensus building; and
- F. Prevent dialogue from becoming confrontational and apply mediation practices to resolve conflict.

The Facilitator may have non-confidential, informal communications and perform facilitation activities between and during meetings. The BOC gives broad authority to the Facilitator to interpret this document and guide the WORKGROUP accordingly. The Facilitator will address situations where it appears a participant is not acting according to this document.

## IX. Work Plan/Schedule

The committee will meet according to the draft work plan outlined below, which is subject to change.

| Meeting One: 9/8/22                                                                                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Introductions</li> <li>• Review of Charter with Process Overview</li> <li>• Member Comments</li> <li>• Charge A: Discuss Common Understandings document draft</li> <li>• Next Steps and Homework</li> <li>• Meeting Evaluation</li> </ul> |
| Meeting Two: 9/15/22                                                                                                                                                                                                                                                               |
| <ul style="list-style-type: none"> <li>• Charge A continued: Develop Common Understandings</li> <li>• Coffin Butte Tour</li> <li>• Next Steps and Homework</li> </ul>                                                                                                              |
| Meeting Three: 10/6/22                                                                                                                                                                                                                                                             |
| <ul style="list-style-type: none"> <li>• Charge B: Clarifying existing criteria and information requirements for the land use review process for any proposed landfill expansion</li> <li>• Next Steps and Homework</li> </ul>                                                     |
| Meeting Four: 10/27/22                                                                                                                                                                                                                                                             |
| <ul style="list-style-type: none"> <li>• Charge B continued: Clarifying existing criteria and information requirements for the land use review process for any proposed landfill expansion</li> <li>• Next Steps and Homework</li> <li>• Mid-Process Evaluation</li> </ul>         |
| Meeting Five: 11/3/22                                                                                                                                                                                                                                                              |
| <ul style="list-style-type: none"> <li>• Charge B continued, and Charge C: Scope the necessary tasks to start a Long-Term Sustainable Materials Management Plan process</li> <li>• Next Steps and Homework</li> </ul>                                                              |
| Meeting Six: 11/17/22                                                                                                                                                                                                                                                              |

- Provide input on Charges D and E: Additional Topics
  - Hauling Reopening
  - Roles/Responsibilities
  - Timeline for code changes
  - Consider creating a public-facing document and community education campaign on these topics
- Authorize Draft to SWAC/DSAC and Planning Commission for comment
- Next Steps and Homework

#### Meeting Seven: 12/1/22

- Review SWAC/DSAC and Planning Commission Feedback
- Edit Draft Report
- Next Steps and Homework

#### Meeting Eight: 12/15/22

- Finalize Report to BOC
- Next Steps: The BOC is expected to consider the findings and recommendations in January 2023.
- Process Evaluation
- Celebration!

Please see **Exhibit A** for Calendar version.

### X. Collaboration Protocols for WORKGROUP Recommendations

The WORKGROUP will follow these protocols.

- A. Quorum:** 51% of the Polling Members listed above.
- B. Meetings:** Meetings of the WORKGROUP and its subcommittees, if any, are open to the public and will include an opportunity for public comment. Notice of WORKGROUP meetings will be posted in advance of meetings on the project website.
- D. Meeting Agendas and Meeting Materials:** The Facilitator will develop Working Agendas for each meeting. Meeting agendas and meeting materials will be sent electronically to WORKGROUP members in advance of the meetings and will be posted on the project website.
- E. WORKGROUP Commitments:** The WORKGROUP members, staff, and participants will participate in good faith, which means they will:
  - 1) Prepare for and set aside time for the meetings and the entire process,
  - 2) Participate fully, honestly, and fairly, commenting constructively and specifically,
  - 3) Speak respectfully, briefly, and non-repetitively; not speaking again on a subject until all other members desiring to speak have had the opportunity to speak,
  - 4) Allow people to say what is true for them without fear of reprisal,
  - 5) Explore the topics – not debate them,
  - 6) Disagree without being disagreeable,
  - 7) Avoid side conversations during meetings,

- 8) Provide information as much in advance as possible of the meeting in which such information is to be used and share all relevant information to the maximum extent possible,
- 9) Generate and explore all options on the merits with an open mind, listening to different points of view with a goal of understanding the underlying interests of other WORKGROUP members,
- 10) Consult regularly with their organization/interest group and provide their input in a clear and concise manner,
- 11) Each member agrees to work toward fair, practical, and durable recommendations that reflect the diverse interests of the entire WORKGROUP and the public,
- 12) When communicating with others, accurately summarize the WORKGROUP process, discussion, and meetings, presenting a full, fair, and balanced view of the issues and arguments out of respect for the process and other members,
- 13) Not attempt to affect a different outcome outside of the WORKGROUP process once the WORKGROUP has reached a “consensus” recommendation,
- 14) Strive vigorously for consensus and closure on issues, and
- 15) Self-regulate and help other members abide by these commitments.

## **XI. Public Comment**

There will be public comment opportunities during the WORKGROUP process. Comments from the public will be limited in time to allow sufficient opportunity to conduct the other portions of the meeting. Typically, comments will be limited to a maximum of three minutes per person. Participants are encouraged to submit written comments via email addressed to [BentonCountyTalksTrash@Co.Benton.OR.US](mailto:BentonCountyTalksTrash@Co.Benton.OR.US) in advance of the meeting so they can be circulated to the entire WORKGROUP for their consideration.

## **XII. Consensus Polling: A Process for Consensus Recommendation-Making**

The Facilitator will assist the WORKGROUP and its members in identifying objectives, addressing the diversity of perspectives, and developing substantive, practical recommendations. The WORKGROUP will strive for and use a “consensus” recommendation-making approach to determine their level of agreement on proposals. This allows members to distinguish underlying values, interests, and concerns with a goal of developing widely accepted solutions.

Consensus does not mean 100% agreement on each part of every issue, but rather support for a decision, “*taken as a whole.*” This means that a member may poll to support a consensus proposal even though they would prefer to have it modified in some manner to give it their full support. Consensus is a process of “*give and take,*” of finding common ground and developing creative solutions in a way that everyone can support. Consensus is reached if all members support an idea or can say, “*I can live with that.*”

When developing recommendations, the WORKGROUP will address each issue individually, and in various combinations. It will decide on whether it wants to make package or individual recommendations at the end of the process.

“1-2-3” Consensus Polling: The Facilitator will assist the WORKGROUP in articulating points of agreement, as well as articulating concerns that require further exploration. It will use a “Consensus Polling” procedure for assessing the group’s opinion and adjusting proposals. In “Consensus Polling,” the Facilitator will articulate the proposal. Each voting member will then offer “one,” “two,” or “three,” reflecting the following:

- “One” indicates full support for the proposal as stated.

- “Two” indicates that the participant agrees with the proposal as stated but would prefer to have it modified in some manner to give it full support. Nevertheless, the member will support the consensus even if his/her suggested modifications are not supported by the rest of the group because the proposal is worthy of general support, as written.
- “Three” indicates refusal to support the proposal as stated.

The Facilitator will repeat the consensus voting process as reasonably practical and as time allows to assist the group in achieving consensus regarding a particular recommendation, so that all Polling Members are voting “one” or “two.” Either way, the result will be noted in the WORKGROUP Report.

**No Consensus – Majority and Minority Recommendations:** If a consensus on an issue is not likely, as determined by the Facilitator, the poll results for the options considered will be presented to the BOC.

**Summary of WORKGROUP Recommendations:** The meeting summaries will serve as the record of the WORKGROUP recommendations as supplemented by the addition of Polling Member statements who elect to submit additional information by the deadline established. The Facilitator will package all this information into the WORKGROUP’S report to the BOC.

### **XIII. Additional Provisions**

The following provisions apply to the WORKGROUP process.

- A. Regular Communication with Affiliated Group:** There is an expectation of regular, two-way communication between a WORKGROUP member and their Organizations/Interest Groups. This is intended to ensure meaningful representation of those interests. Time will be set aside on the WORKGROUP agenda for reports from this outreach.
- B. “One Table:”** It is the BOC’s preference that the WORKGROUP be the “One Table” for issues related to the above Charge. It encourages community members, interested parties, SWAC/DSAC, and the Planning Commission to direct their input there. Substantive work on elements of topics that are within the WORKGROUP’S Charge should not be undertaken by the Planning Commission and SWAC/DSAC while the WORKGROUP is underway, except as they relate to their review of the WORKGROUP’S work product for feedback as specified in Section IX, above.
- C. Transparency and Media:** Members agree that transparency is essential to all deliberations. In that regard:
  - 1) WORKGROUP members agree to notify Darren Nichols ([darren.nichols@Co.Benton.OR.US](mailto:darren.nichols@Co.Benton.OR.US)) and Cory Grogan ([cory.grogan@Co.Benton.OR.US](mailto:cory.grogan@Co.Benton.OR.US)) of written communications with the media.
  - 2) Members agree to direct public testimony about WORKGROUP work to [BentonCountyTalksTrash@Co.Benton.OR.US](mailto:BentonCountyTalksTrash@Co.Benton.OR.US). These communications will be included in the public record and copied to all WORKGROUP members.
  - 3) Individual members cannot and should not try to speak on behalf of the entire WORKGROUP.
  - 4) Whenever reasonable, WORKGROUP members and staff will refer press, citizen, and other inquiries to Darren Nichols ([darren.nichols@Co.Benton.OR.US](mailto:darren.nichols@Co.Benton.OR.US)) and Cory Grogan ([cory.grogan@Co.Benton.OR.US](mailto:cory.grogan@Co.Benton.OR.US).)

**Disclosure of Public Official Conflicts of Interest:**

- 1) WORKGROUP members are “public officials” representing the Benton County Board of Commissioners. A public official is required to make an announcement of the nature of a conflict of interest each time the issue giving rise to the conflict of interest is discussed or acted upon.
- 2) The announcement needs to be made on each occasion when the public official is met with the conflict of interest, and the public official must disclose the nature of the conflict of interest.
- 3) For example, the public official would have to make the public announcement one time when met with the conflict of interest, but only one time in each meeting of the WORKGROUP. If the matter giving rise to the conflict of interest is raised at another meeting, the disclosure must be made again at that meeting.
- 4) For guidance, please see [BCC 3.025](#) and [Oregon Government Ethics Law](#).

**D. Open Meetings and Records:** All meetings of the WORKGROUP and any subcommittee meetings are open to the public. Notice to the public regarding the dates, times, and locations of all meetings will be provided a minimum of 48 hours in advance. WORKGROUP members can participate through telephonic conference calls. All "Communications" (statements and votes made during meetings, memoranda, work products, records, documents, text messages, pictures, or materials developed to fulfill the charge, including electronic mail correspondence) are public records. The personal notes of individual members taken at public meetings might be public record to the extent they relate to the conduct of the public's business.

**E. Interpretation and Amendment:** The process terms of this document, except those required by law, are guidelines, and the BOC authorizes the Facilitator to interpret them. The Facilitator will lead a WORKGROUP discussion designed to reach a consensus on any proposed substantive amendments to this document. Ultimately, the BOC will make the final decision on any proposed substantive amendments.

**F. Agreement:** *Participation in this process is an agreement to abide by the terms of this document.*

| September 2022 |                                       |                                                |            |                                                           |                         |          |
|----------------|---------------------------------------|------------------------------------------------|------------|-----------------------------------------------------------|-------------------------|----------|
| Sunday         | Monday                                | Tuesday                                        | Wednesday  | Thursday                                                  | Friday                  | Saturday |
|                | Info due from<br>FEDS and DEQ<br>etc. |                                                |            | 1                                                         | 2<br>WG Packet<br>Sent  | 3        |
| 4              | 5<br>Labor Day                        | 6<br>BOC Meeting<br><br>Planning<br>Commission | 7          | 8<br>WG Mtg #1<br>Charter & Charge A<br><br>Rosh Hashanah | 9                       | 10       |
| 11             | 12                                    | 13<br>BOC Goal-Setting<br>Work Session         | 14         | 15<br>WG Mtg #2<br>Charge A and Tour                      | 16<br><br>Yom Kippur    | 17       |
| 18             | 19                                    | 20<br>BOC Meeting<br><br>Plan/Comm             | 21         | 22                                                        | 23                      | 24       |
| 25             | 26                                    | 27                                             | 28<br>SWAC | 29                                                        | 30<br>WG Packet<br>Sent |          |

| October 2022 |                      |                                                    |                 |                             |                      |          |
|--------------|----------------------|----------------------------------------------------|-----------------|-----------------------------|----------------------|----------|
| Sunday       | Monday               | Tuesday                                            | Wednesday       | Thursday                    | Friday               | Saturday |
|              |                      |                                                    |                 |                             |                      | 1        |
| 2            | 3                    | 4<br>BOC Tuesday<br>Board Meeting<br><br>Plan/Comm | 5               | 6<br>WG Mtg #3<br>Charge B  | 7                    | 8        |
| 9            | 10                   | 11<br>BOC Goal-Setting<br>Work Session             | 12              | 13                          | 14                   | 15       |
| 16           | 17                   | 18<br>BOC Meeting<br><br>Plan/Comm                 | 19              | 20                          | 21<br>WG Packet Sent | 22       |
| 23           | 24                   | 25                                                 | 26<br>SWAC/DSAC | 27<br>WG Mtg #4<br>Charge B | 28                   | 29       |
| 30           | 31<br>WG Packet Sent |                                                    |                 |                             |                      |          |

| November 2022 |        |                                                           |                                                                                      |                                                                  |                     |          |
|---------------|--------|-----------------------------------------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------------------|---------------------|----------|
| Sunday        | Monday | Tuesday                                                   | Wednesday                                                                            | Thursday                                                         | Friday              | Saturday |
|               |        | 1<br>BOC Meeting<br>Plan/Comm                             | 2                                                                                    | 3<br>WG Mtg #5<br>Charges B and C                                | 4                   | 5        |
| 6             | 7      | 8<br>BOC Goal-<br>Setting Work<br>Session<br>Election Day | 9<br>BOC Meeting w/<br>Community<br>Development,<br>Natural Areas,<br>Parks & Events | 10<br>WG Packet Sent                                             | 11<br>Veteran's Day | 12       |
| 13            | 14     | 15<br>BOC Meeting<br>Plan/Comm                            | 16                                                                                   | 17<br>WG Mtg #6<br>Charges D and E<br>Draft Report for<br>Review | 18                  | 19       |
| 20            | 21     | 22                                                        | 23<br>SWAC                                                                           | 24<br>Thanksgiving                                               | 25<br>Day After     | 26       |
| 27            | 28     | 29<br>WG Packet Sent                                      | 30                                                                                   |                                                                  |                     |          |

| December 2022 |                      |                                                   |                                                     |                                                        |        |                      |
|---------------|----------------------|---------------------------------------------------|-----------------------------------------------------|--------------------------------------------------------|--------|----------------------|
| Sunday        | Monday               | Tuesday                                           | Wednesday                                           | Thursday                                               | Friday | Saturday             |
|               |                      |                                                   |                                                     | 1<br>WG Mtg #7<br>Review Feedback<br>and Edit Report   | 2      | 3                    |
| 4             | 5                    | 6<br>BOC Meeting<br>Plan/Comm<br>Hanukkah: 8 Days | 7<br>? Special Meeting:<br>SWAC/DSAC                | 8                                                      | 9      | 10                   |
| 11            | 12<br>WG Packet Sent | 13                                                | 14                                                  | 15<br>WG Mtg #8<br>Finalize Report and<br>Celebration! | 16     | 17                   |
| 18            | 19                   | 20<br>Plan/Comm                                   | 21                                                  | 22                                                     | 23     | 24                   |
| 25            | 26<br>Holiday        | 27                                                | 28<br>SWAC (Typically<br>Cancelled/<br>Rescheduled) | 29                                                     | 30     | 31<br>New Year's Eve |

| January 2023     |        |                                                                                 |           |          |        |          |
|------------------|--------|---------------------------------------------------------------------------------|-----------|----------|--------|----------|
| Sunday           | Monday | Tuesday                                                                         | Wednesday | Thursday | Friday | Saturday |
| 1<br><br>Kwanzaa | 2      | 3<br><br>BOC Tuesday<br>Board Meeting<br><br>Planning<br>Commission             | 4         | 5        | 6      | 7        |
| 8                | 9      | 10                                                                              | 11        | 12       | 13     | 14       |
| 15               | 16     | 17<br><br>MLK Day<br>BOC Tuesday<br>Board Meeting<br><br>Planning<br>Commission | 18        | 18       | 20     | 21       |
| 22               | 23     | 24                                                                              | 25        | 26       | 27     | 28       |
| 29               | 30     | 31                                                                              |           |          |        |          |

## BOC Agenda Checklist Master

### Agenda Placement and Contacts

**Suggested Agenda Date** 08/23/22

View [Agenda Tracker](#)

**Suggested Placement \*** BOC Tuesday Meeting

**Department \*** Board of Commissioners

**Contact Name \*** Darren Nichols

**Phone Extension \*** 5417666394

**Meeting Attendee Name \*** Joe Kerby; Darren Nichols; Sam Imperati;  
Daniel Redick; Scott Kruger

### Agenda Item Details



**Item Title \*** Board Appointment of "Benton County Talks Trash" Workgroup

**Item Involves \*** Check all that apply

- ☒ Appointments
- ☐ Budget
- ☐ Contract/Agreement
- ☒ Discussion and Action
- ☐ Discussion Only
- ☐ Document Recording
- ☐ Employment
- ☐ Notice of Intent
- ☐ Order/Resolution
- ☐ Ordinance/Public Hearing 1st Reading
- ☐ Ordinance/Public Hearing 2nd Reading
- ☐ Proclamation
- ☐ Project/Committee Update
- ☐ Public Comment
- ☐ Special Report
- ☐ Other

**Estimated Time \*** 30 minutes

**Board/Committee Involvement \*** ☒ Yes  
☐ No

Planning Commission, Solid Waste Advisory  
Council, Benton County Talks Trash  
Workgroup

Name of  
Board/Committee

Advertisement \*

☐ Yes  
☒ No

## Item Issues and Description

---

**Identified Salient  
Issues\***

Solid waste and disposal, including Coffin Butte Landfill

**Options\***

Appoint Workgroup

**Fiscal Impact\***

☒ Yes

☐ No

**Fiscal Impact  
Description\***

Benton County has contracted with a professional third party to assist with the formation and facilitation of the appointed workgroup.

Mandated Service? <sup>\*</sup> ☐ Yes ☒ No

2040 Thriving Communities Initiative

Describe how this agenda checklist advances the core values or focus areas of 2040, or supports a strategy of a departmental goal.

To review the initiative, visit the website [HERE](#).

Values and Focus Areas

Check boxes that reflect each applicable value or focus area and explain how they will be advanced.

Core Values <sup>\*</sup>

Select all that apply.

- ☒ Vibrant, Livable Communities
- ☒ Supportive People Resources
- ☒ High Quality Environment and Access
- ☒ Diverse Economy that Fits
- ☒ Community Resilience
- ☒ Equity for Everyone
- ☒ Health in All Actions
- ☐ N/A

Explain Core Values Selections <sup>\*</sup>

Solid waste management and disposal impact nearly every aspect of the Benton County community. Decisions about the management of solid waste and disposal directly influence the ability of Benton County to achieve the objectives of the 2040 Healthy Communities Initiative and other County policies. The Board's approach to "Benton County Talks Trash" notably offers an inclusive, community-led opportunity to advise the Board on this important issue.

Focus Areas and Vision <sup>\*</sup>

Select all that apply.

- ☒ Community Safety
- ☒ Emergency Preparedness
- ☐ Outdoor Recreation
- ☒ Prosperous Economy
- ☒ Environment and Natural Resources
- ☒ Mobility and Transportation
- ☒ Housing and Growth
- ☐ Arts, Entertainment, Culture, and History
- ☒ Food and Agriculture
- ☐ Lifelong Learning and Education
- ☐ N/A

Explain Focus Areas and Vision Selection <sup>\*</sup>

Solid waste management and disposal impact nearly every aspect of the Benton County community. Decisions about the management of solid waste and disposal directly influence the ability of Benton County to achieve the objectives of the 2040 Healthy Communities Initiative and other County policies. The Board's approach to "Benton County Talks Trash" notably offers an inclusive, community-led opportunity to advise the Board on this important issue.

# Recommendations and Motions

Page 83 of 93

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## Item Recommendations and Motions

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### Staff

#### Recommendations\*

Staff recommends the Board carefully consider a list of prospective Workgroup members and appoint a Workgroup that best represents a balance of Benton County perspectives from across the community.

#### Meeting Motions\*

I move to ...

. . . appoint the following members to the Benton County Talks Trash Workgroup, consistent with the terms and the spirit of the adopted Workgroup Charter: [read names]; and we further encourage all interested members of the community to participate in the Workgroup's proceedings through the open, public process outlined in the Board's approved Workgroup Charter.

Item Comments and Attachments

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Attachments

Upload any attachments to be included in the agenda, preferably as PDF files. If more than one attachment / exhibit, please indicate "1", "2", "3" or "A", "B", "C" on the documents.

Benton County Talks Trash - Prospective

Workgroup member candidates - memo to BOC124.91KB

8.19.2022.pdf

BCTT Applicant List for BOC 8-19-22.pdf102.89KB

Comments (optional)

The Board is asked to make two separate but related decisions on this topic:

First, the Board is asked to adopt a Workgroup Charter; and

Then, the Board is asked to appoint a Workgroup consistent with the Charter.

This agenda item is the second of the two decisions.

If you have any questions, please call ext.6800

Department Approver

JOE KERBY

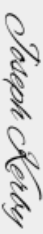
# Department Approval

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Page 85 of 93

Comments

Signature

A handwritten signature in cursive script, reading "Joseph Kelly", is displayed on a light gray rectangular background.

# BOC Initial Approval

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Page 86 of 93

**Approvals Required** ☐ Counsel

☐ Finance

☐ HR

**County** MAURA KWIATKOWSKY

**Administrator**

**Approver**

# County Administrator Approval

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Page 87 of 93

Comments

Signature

*Hanna Kwiatkowski*

# BOC Final Approval

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Comments

Page 88 of 93

Signature

*Amanda Matepeace*



Community Development Department

Office: (541) 766-6819

360 SW Avery Avenue

Corvallis, OR 97333

[co.benton.or.us/cd](http://co.benton.or.us/cd)

## MEMORANDUM

To: Benton County Board of Commissioners

From: Darren Nichols, Community Development Director

Date: August 19, 2022

Re: Benton County Talks Trash - Prospective Workgroup Member Candidates

---

### Background

May and June of this year, at the Board's direction Oregon Consensus conducted a third-party situational assessment of potential constructive paths forward for solid waste and disposal, including the Coffin Butte landfill.

On July 19, the Board received the assessment and directed staff to proceed with implementing recommendations in the assessment, including:

- Contracting with a professional facilitator and
- Soliciting community members' interests in serving on a Workgroup representing a balance of community interests.
  - o The Workgroup's Charge is outlined in the situational assessment report and formalized in a separate Workgroup Charter.

Following that Board meeting, County staff and the professional facilitator Sam Imperati have solicited community member applications to serve on the Workgroup. Applications and expressions of interest were due at 11:59 PM Thursday August 18, 2022.

### Resources

Attached is a list of names of community members who have expressed interest in serving or participating on the Workgroup. The list includes four categories of prospective Workgroup members:

1. Appointees named by one of four organizations listed in the Charter (Planning Commission, Solid Waste Advisory Council, Republic Services, and Benton County staff)
2. Community members who informally expressed interest (typically via email);
3. Community members who submitted a formal interest as requested by the County; and
4. Ex officio appointees, including representation from other jurisdictions and agencies.

To protect the privacy of prospective members, and to give the Board discretion to select a Workgroup that represents a diverse balance of Benton County interests and perspectives, only the names of prospective Workgroup members are publicly listed at this time. The Board should consider several factors in appointing a balance of perspectives, including but not limited to: ability to look at big picture/community interest; balance in perspective, geography, personal interests vs organizational representation.

### **Decision**

Following the Board's discussion at its Tuesday August 23, 2022 meeting, the Board will be asked to make and approve a formal motion to confirm recommended organizational and ex officio appointments, and to select eight community members that represent the broadest possible range of community perspectives.

### **Attachments**

BCTT Applicant List for BOC 8-19-22

[illegible]

Benton County Talks Trash Workgroup – Organizational Appointees and Community Member Applicants

Community Members<sup>12</sup>

|             |             |
|-------------|-------------|
| Pam         | Wilson      |
| Helen       | Higgins*    |
| Lori        | Bullis      |
| Pam         | Vaughn      |
| Kathryn     | Duvall      |
| Linda       | Brewer      |
| Lyn         | Powell*     |
| Kimberly    | Powell      |
| Ramsey      | McPhillips  |
| Becky       | Merja       |
| Don Alan    | Hall        |
| Steve       | Chase       |
| Ed          | Pitera*     |
| Catherine   | Holdorf*    |
| Priya       | Thakkar     |
| Peggy       | Lynch       |
| Jeffrey     | Morrell*    |
| Glenn       | Zinkus*     |
| Kevin       | Higgins     |
| Louisa      | Shelby*     |
| John        | Deuel*      |
| Ken         | Kenaston*   |
| Mary        | Parmigiani* |
| Christopher | McMorran*   |
| Salah       | Miller*     |
| Joe         | Parmigiani* |
| Pablo       | Garcia*     |
| Brandon     | Bates*      |
| Curtis      | Wright      |
| Paul        | Richard**   |

<sup>1</sup> Names with an (\*) denote community members who submitted a formal application/informational questionnaire prior to 11:59 PM Thursday August 18, 2022.

<sup>2</sup> Names with an (\*\*) denote community members who submitted a formal application/informational questionnaire after 11:59 PM Thursday August 18, 2022.

Benton County Talks Trash Workgroup – Organizational Appointees and Community Member Applicants

Ex Officio Members<sup>3</sup>

| # | First         | Last     | Role/Title  | Organization          | Email |
|---|---------------|----------|-------------|-----------------------|-------|
| 1 | Administrator | designee |             | Marion County         |       |
| 2 | Administrator | designee |             | Linn County           |       |
| 3 | Brian         | Fuller   | Solid Waste | DEQ                   |       |
| 4 | Pat           | Hare     |             | City of Adair Village |       |
| 5 |               |          |             |                       |       |

<sup>3</sup> Alternate representatives from identified organizations may participate on an as-needed basis depending on the needs of the Workgroup.

# Corvallis Benton County EDO

8/22/22

## LET'S DO THE NUMBERS Q1-Q4 2021-2022

205 business touches in first through fourth quarters

### Accomplishments

- 1.A.3 – Downtown Focus
  - Pass-through funds to Chamber for DT Cleanup
  - Main Street Application
  - Exploring tools for DT housing
  - Exploring EV charging in downtown – 6 chargers
- 1.A.4 – COVID Programs
  - BROW Program – one more year of Pilot, then City Council to discuss in spring following the parking study results
- 1.C.1 – Food Hub
  - First meeting with stakeholders group
  - Applied for additional funding through Senator Merkley's office – should know in fall or winter
- 2.A.1 – ED Tools (Urban Renewal)
  - Working to develop an affordable housing policy for SouthTown District; will begin outreach to businesses over the summer.
- Purchase of house for future intersection work at Goodnight
- 3.A.1 – Annexation of Airport Industrial Park
  - Jerry holding early exploration meetings and working to understand next steps.
  - Transferred the AIP lease process to EDO
- 4.B.2 – Business License – working with the COG to lead a statewide discussion with SoS office.
- Implemented E-zone for Philomath.
- Assisting Philomath Business with new E-Zone application
- 2 Towns Constructed Dry Storage facility
- 7 open ED projects

### Of Note:

- Imagine Corvallis is pivoting to a community driven model
- Kate completed the IAP2 – 2-week training.
- New EDO teammate starts 8/30 (Position has been open since February)
- E-Bikes
- Home Energy Score

### Upcoming

- Assist Adair Village with new URD
- ARPA funding to support Benton County Businesses--we will be bringing back an outline of a program for BoC review.

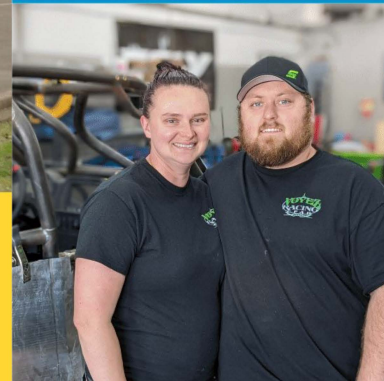




# Engagement Report: 2022 Quarter 2

Linn-Benton Venture Catalyst

Nate Conroy



# Summary

Quarter 2 of 2022 saw progress is being made towards goals and capacity for growth as evidenced by the following key developments: (1) Successful completion of the RAINmaker Digital Marketing Accelerator with a large cohort of entrepreneurs from Linn-Benton communities plus follow-on programs; (2) continued planning and implementation of entrepreneur engagement activities with strategic community partners; (3) in-depth responsive business support to local entrepreneurs.

**Entrepreneurs  
and Service  
Providers  
Engaged:**

**58**

**Community  
Partners Engaged:**

**10**

**Entrepreneur Events  
Hosted and Supported:**

**44**

# Rayna Waltz

New Entrepreneur in  
Community.



Small Business  
Owner

Sip and Taste  
Gourmet Market

Monroe, OR

Specialties

- Retail
- Building  
Restoration
- Juggling



# Community Activity Highlights



## Amplifying Stories of Entrepreneurship

R Place Maker Space (Lebanon): Interview and social media campaign. Connection from the Lebanon Chamber of Commerce



## Providing Tangible Assistance to Entrepreneurs

Professional product photography provided to entrepreneurs participating in the Tri-County Business Expo (Harrisburg)



## Facilitate Entrepreneur Community

"Show & Tell" event. Selling goods and giving constructive feedback to each other (Monroe)



## Supporting the Rural Economic Alliance

Completing final filming for REAL Start & Grow series. Pictured: Knife River (Harrisburg)



# Record Breaking Accelerator

## Testimonial:

"This program was everything I needed and gave me so much to work on! I really appreciated the opportunity. The speakers were all great and easy to understand for a newbie. Thank you RAIN!"

Mag Ival- Terre des Oules Ceramics  
(Benton County)



# What's Next

**RAINdrops**

expert advising for entrepreneurs

A program that **aims** to connect and provide entrepreneurs with **free** 1:1 Expert advice in ***Digital Marketing, Financial and Legal Services for their business***

**MONEY**  **maker**

A free 10-week virtual program designed to **strengthen your business** finances and position you for growth and funding

***July 27th - Oct 5th***

Deadline to Apply: July 13th

# What's Next

**RAINcap**  
capital access platform

CROWDFUNDING FOR OREGON  
START-UPS & SMALL BUSINESSES

Share your dream.  
Get it funded.

RAIN



# Case Study



**Maureen Nikaido** <mo.nikaido@gmail.com>

Fri, May 13, 12:41 PM

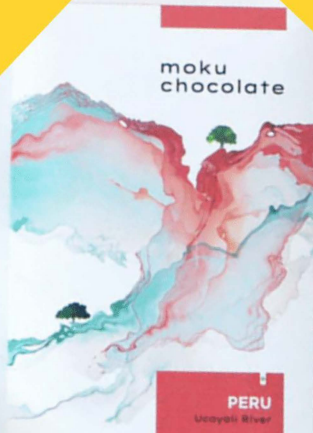


to me, Caroline, Robert, Chris, Kate, MURPHY, Jerry, Darren, Rick, andy.cripe

Thank you so much Nate. It feels amazing to have this support. Not just financially - although that's huge - but knowing there are people and organizations out there who want my business to succeed is really validating. I felt I was walking down this path alone so to discover others were invested in my success was a huge boost and so encouraging. I felt empowered to persevere. I don't remember how we connected but I'm so glad we did. Your support and encouragement has been amazing. Thank you Nate, Melissa and the whole Rain team for your work.

All the best,

Maureen



RAIN  
SUCCESS STORIES

moku  
chocolate

Received grant funding, local  
organizational support to grow at scale

moku chocolate



May 10, 2022

Maureen Nikaido  
Moku Chocolate  
5405 Worth Way  
Philomath, OR 97370

Re: Small Business Sustainability Fund Grant

Dear Ms. Nikaido:

On behalf of the Oregon Business Development Department (OBDD), I would like to express our pleasure at the decision of Moku Chocolate to expand the company's operations in Philomath, Oregon. I am very much aware of the impact your presence has/will have on the region and it's economy.

The Department is pleased to notify you that we have approved an award of \$20,000 from the Small Business Sustainability Fund, which is part of the Department's Strategic Reserve Fund, in the form of a grant to assist Moku Chocolate with equipment and related expenses.

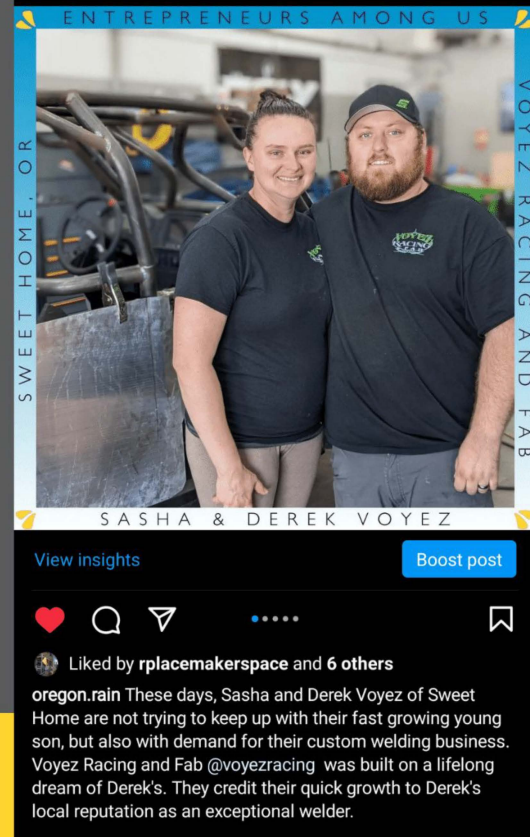
# Case Study

## Growing Connections



- Initial outreach leads to identifying deeper needs
- Connection to local and state real estate and funding partners
- Promotion of their story

## Voyez Racing & Fab



# Case Study

Thank you! Inbox x



**Lisa Lindner**

Sat, Jun 11, 6:39 PM



to me ▾

Nate, I keep meaning to thank you — so much — for connecting me with Stacy. That was really wonderful PR for my business and everyone in my family read it, too. Thank you so much again, and for encouraging me to participate in RAIN!

I hope you're doing well and talk again soon.

Sincerely,  
Lisa

The Corvallis

# ADVOCATE

SUBSCRIBE NOW SUPPORT US CORVALLIS ADVOCATE SERIES

## LOCAL FRAGRANCE MAKER FINDS SMELL OF CORVALLIS

MAY 26, 2022



"The world is changing and as sad as it is to write this, we might need little bottles of nature someday to remember how it used to be and where humans came from so many years and generations ago,"



# Thank You!

## Partners and Funders

RAIN serves entrepreneurs in communities by invitation only. Generous funding and collaboration makes the work possible. Thank you!



Nate Conroy  
nate@oregonrain.org

**RAIN**

**MINUTES OF THE MEETING  
BENTON COUNTY BOARD OF COMMISSIONERS  
Tuesday, December 17, 2019  
Board of Commissioner's Building  
205 NW 5<sup>th</sup> Street, Corvallis, Oregon  
12:00 p.m., Board Room**

**Present:**     **Annabelle Jaramillo**, Chair; **Pat Malone**, Commissioner; **Xanthippe Augerot**, Commissioner; **Vance Croney**, County Counsel; **Joe Kerby**, County Administrator

**Staff:**       **Sherlyn Dahl**, Community Health Centers; **Dawn Emerick**, Health; **Erika Milo**, BOC Recorder; **Lili'a Neville**, Public Information Officer; **Laurie Starha**, Natural Areas and Parks; **Gary Stockhoff**, Public Works; **Greg Verret**, Community Development; Godwin, Linsey

**Guests:**

Chair Jaramillo called the meeting to order at 12:01 p.m.

**I.     Opening:**

- A. Introductions**
- B. Pledge of Allegiance**
- C. Announcements**

There were no announcements.

**II.    Comments from the Public**

No comment was offered.

**III.   Review and Approve Agenda**

No changes were made to the agenda.

**IV.    Consent Calendar**

**4.1     In the Matter of Reappointing Advisory Boards/Commissions/Committees:**  
**Planning:** Nick Fowler, Christine Hauser, Sean Scorvo

**4.2     In the Matter of Reappointing Road District Members:**  
**Brownly-Marshall:**       **Colin Gillin**  
**Chinook:**               **Matthew Lindberg, Barbara Schatz, Diana Myers**  
**County Estates:**       **Jeff Marr**  
**Mary's River Estates:**   **John Patterson, Valerie Bach**  
**McDonald Forest Estates:** **Jim Good**  
**North F Street:**       **Christine Clemmer**  
**Ridgewood:**           **Kathy Miles**  
**Rosewood Estates:**      **Greg Henderson**  
**Westwood Hills Road:**   **Susan Swanson**

**4.3 In the Matter of Reappointing Community Service Consortium Community Action Advisory Council: Cookie Johnson, Mark Edwards**

**4.4 In the Matter of Reappointing Linn-Benton Housing Authority Member: Ryan McCambridge**

**4.5 Minutes of the November 26, 2019 Meeting**

**MOTION:** Augerot moved to accept the December 17, 2019 Consent Calendar. Malone seconded the motion, which **passed 3-0**.

**V. Departmental Reports and Requests**

**5.1 Discussion and Decision to Adopt the 2020 Revised Fee Schedule for the Assessor's Office – Jennifer Anderson, Assessment**

Kerby the last time fees were increased was 1/1/18. The proposed changes some are significant, one fee added, Construction and Process Exemption Fee \$200.

**MOTION:** Malone moved to approve the Order adopting the revised fee schedule for the Assessor's office to be effective January 1, 2020. Augerot seconded the motion, which **passed 3-0**.

**5.2 Discussion and Decision to Adopt the 2020 Revised Fee Schedule for Community Development, Natural Areas and Parks, and Public Works Departments – Greg Verret, Community Development Director; Laurie Starha, Natural Areas & Parks Director; Gary Stockhoff, Public Works Director**

George, tall woman, Starha. George for PW: Commissioners had approved CPI +2% or 5%; propose to raise fees by 5% as presented in schedule. Have not been able to compare with other entities very readily. Mainly to cover personnel costs, increased more than 5%.

Starha for Parks: changes in fee structure for 2020 request increases on most items, ranging from 0% to 10 % increase. Doing survey of other valley parks and recs, still at or below competitive rates, trying to come more in line with the going rate. One of the biggest changes is to offer an off season reduced rate after Labor Day for Salmonberry camp; consistently large drop off of campers, want to incentivize fall camping. Also at Bizell Education center, off season Dec Jan Feb to encourage additional rentals. Winter heating is expensive, want more winter use. Rentals steadily increase, keeping rates lower helps people enjoy the areas.

Linsey Godwin, CD: similar CPI to PW, proposed increasing fees ... building permits stay the same, changes are for land use actions, reviews, and applications. 5% increase for most as shown in fee schedule, rounding up or down; 3%-6% result.

Malone: appreciate the comparisons, like the off season rates to encourage more activity.

Augerot: if 5% is not sufficient for PW costs, will we need a larger jump at some point, or would that make it too high?

George think it would be too high, not realistic. Development of a plot can be over \$2000. We'll never recover all of our costs, that is part of our role as a public entity, try to be more efficient so putting less time into it.

Augerot would be interested in future hearing about how we are using technology to reduce costs.

**MOTION:** Malone moved to approve the Order setting fees for Public Works, Community Development, and Natural Areas and Parks for 2020. Augerot seconded the motion, which **passed 3-0**.

### **5.3 Discussion and Decision to Adopt the 2020 Revised Fee Schedule for Community Health Centers – Sherlyn Dahl, Community Health Centers Director**

Dahl proposed fee change for primary care services only. Last revision to fees was January 18. Along with a requirement from primary funder hrsa to keep fees in line with local market, did study. Propose a slight increase, details attached, \$5-10 increases. Does not impact what we are reimbursed; most are reimbursed through private insurance, Medicaid, medicare, ... this just reflects the value of our service. Dental fees were revised downwards, expanding services with dental at Benton site. Mental health not adjusted.

**MOTION:** Augerot moved to approve the revised Medical and Dental fee schedule as proposed, effective January 1, 2020. Malone seconded the motion, which **passed 3-0**.

### **5.4 Discussion and Decision to Approve the Establishment of Two New Health Department Divisions (Developmental Diversity and Healthy Communities) – Dawn Emerick, Health Services Director**

Emerick read the statement from the Work Session. Asking approval for establishing two new divisions, falls in line with assessment and four pillars established. Developmental Diversity realign to Health department's new direction, supervisor position and lead positions in children's and adult services. This fortifies DD with leadership scale, career advancement, program continuity. Residents would benefit if DD functions as equally important as public health.

Healthy Communities within pub health shows importance of investing in prevention. Change population wide systems and policies that reinforce early onset of ... and health disparities. 135 health staff, 7 member prevention team. Disrupting racist and oppressive systems, team limited in authority and influence due to operating and budget location in ph. Entire health department could benefit. Removes decision making layers and gives team direct access to hd director.

Kerby acknowledging Emerick leaving in about a month, asked her to complete in her remaining time, realization of strategic plan, development of these two divisions, move forward the reclassifications that support the identified changes.

Augerot DD has been an outpost, a lot to gain from this synergy of a direct division, and move into closer proximity. Healthy Communities has done great work for HD and County, nationwide shift to public health modernization and social determinants of health.

**MOTION:** Malone moved to approve the establishment of the two new Health Department Divisions (Developmental Diversity and Healthy Communities). Augerot seconded the motion, which **passed 3-0**.

**5.5 In the Matter of Approving the Submission of the Health Resource and Services Administration (HRSA) Service Area Competition Grant – Sherlyn Dahl, Community Health Centers Director**

Dahl competing continuation grant with HRSA – competing only if there is another entity in the same area, not national. There were no competing applications. Three year project period May 1, 2020-April 30, 2023. No budget changes, use approved biennial budget, put it in the format of the project period. HRSA funds are \$3.06 million? Also asked to project number of patients served, anticipate over 10,000 in 2019, 11,200 by 2023. Was submitted in late November.

**MOTION:** Augerot moved to approve submission of the HRSA Service Area Competing Continuation Grant Application for project period May 1, 2020 – April 30, 2023. Malone seconded the motion, which **passed 3-0**.

**VI. Other**

No other business was discussed.

**VII.**

**Adjournment**

Chair Jaramillo adjourned the meeting at 12:24 p.m.

/S/

Annabelle Jaramillo, Chair

DocuSigned by:

Erika Milo

736EA4FE80B0496...  
Erika Milo, Recorder

*\* NOTE: Items denoted with an asterisk do NOT have accompanying written materials in the meeting packet.*