



Board of Commissioners Business Meeting Agenda
August 29, 2023 ~ 1:00pm ~ Room 219

1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To www.klamathcounty.org

[HTTP://WWW.KLAMATHCOUNTY.ORG/800/KLAMATH-COUNTY-GOVERNMENT-TELEVISION---L](http://www.klamathcounty.org/800/KLAMATH-COUNTY-GOVERNMENT-TELEVISION---L)

2. Call To Order & Those Present

3. Public Comment

1. To Give Public Comment, You May Attend The Meeting In Person Or Join The Meeting Remotely. To Join Remotely, Click The Link Or Call The Number Below:

Join Zoom Meeting

[HTTPS://ZOOM.US/J/93654380858?](https://zoom.us/j/93654380858?pwd=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09)

[PWD=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09](https://zoom.us/j/93654380858?pwd=BG5PTZVZQNV1CHDZSGV4AMFST1C3UT09)

Meeting ID: 936 5438 0858

Passcode: 299921

Join by phone: 833 548 0282 US Toll-free

Meeting ID: 936 5438 0858

Passcode: 299921

4. Agenda Deletions/Additions

1. 9.11 Deleted

5. Approve Minutes From Last Meeting

1. In The Matter Of Approving The Minutes From The August 22, 2023 Business Meeting. - BOCC

Background: Approve the Minutes which summarize all business by the Board of Commissioners for the Business

Meeting held on the date stated above.

Recommended Motion: Approve the minutes as presented.
Fiscal Impact is None.

Documents:

[08-29-23-BOCC-WEEKLY PROCEEDINGS.PDF](#)

6. Proclamations/Presentations

1. In The Matter Of Presenting The Monthly Employee Service Awards - BOCC

Background: Employees are presented service awards in 5 year increments beginning with their first 5 years of service to Klamath County.

5 Years

Arlene Morris – Library

Erik Nobel – Planning

Andrea Rodriguez - Assessor

10 Years

Jessica Chastain – Information Technology

15 Years

Ryan Kaber – Sheriff's Office

20 Years

Rochelle Long - Clerk

Recommended Motion: Read above names for the record.

Fiscal Impact: None

Documents:

[MONTHLY SERVICE AWARD.PDF](#)

2. In The Matter Of Proclaiming Commemoration Of The 75th Anniversary Of Oregon Tech. - BOCC

Background: Read the Proclamation.

Recommended Motion: None. Fiscal Impact: None.

Documents:

[08-29-23-BOCC-PROCLAMATION OREGON TECH 75 ANNIVERSARY.PDF](#)

3. In The Matter Of Proclaiming The Month Of September 2023 As “National Alcohol And Drug Addiction Recovery Month” In Klamath County, Oregon. - BOCC

Background: Read proclamation.

Recommended Motion: None. Fiscal Impact: None

Documents:

[20230630125200.PDF](#)

7. Bids/Awards/Proposals

1. In The Matter Of Accepting The Quote From Care Validate For Leave Tracking Software. Human Resources - Amanda Van Riper

Background: Klamath County Human Resources would like to purchase a software to better track employees who are out on FMLA/OFLA/PLO. The software will also allow employees to fill out forms digitally, track the approval process, and request ADA accommodations. We received three quotes for this product:

Care Validate: \$0.50/month per employee (\$250/month total) + \$2,500 one time ADA support fee

AbsenceSoft: \$48,000 annually (\$4,000/month total)

PulpStream: \$4.75/month per employee (\$2,375/month total) + \$5,000 implementation fee

Human Resources requests that the quote be awarded to Care Validate

Recommended Motion: Board to accept the quote from Care Validate for leave tracking software for \$250/month for three years. Fiscal Impact: none.

Documents:

[BOCC LEAVE TRACKING.PDF](#)

8. Orders

1. In The Matter Of Appointing Margaret Menke To The Klamath Falls Forest Estates Unit 1 Special Road District Board. - BOCC

Background: The Klamath Falls Forest Estates Unit 1 Special Road District Board has a vacancy, Margaret Menke is willing, able and eligible to serve a term on the Board commencing this day and expiring December 31, 2026.

Recommended Motion: Approve and sign the attached Order appointing Margaret Menke to the Klamath Falls Forest Estates Unit 1 Special Road District Board. There is no Fiscal Impact.

Documents:

[SCAN.PDF](#)

9. Agreements

1. In The Matter Of Approving The Contract With Care Validate. Human Resources - Amanda Van Riper

Background: Care Validate is a leaving tracking software that

will allow employees to submit FMLA/OFLA/PLO paperwork digitally. Additionally, it will also allow employees to submit request for ADA accommodations and will track the required interactive process. The software will also help HR staff track all leaves and accommodations.

Recommended Motion: Motion to approve and authorize the HR Director to sign the contract with Care Validate. **Fiscal Impact: \$11,500 (\$5,500 in year one, \$3,000 in both years two and three) from the HR Computer Software budget.**

Documents:

[BOCC AGENDA ITEM SUMMARY CARE VALIDATE CONTRACT FOR SIGNATURE.PDF](#)

2. In The Matter Of Approving And Signing Klamath County Domestic Well Financial Assistance Grant Agreements - Natalie Parker, Grant Manager

Background: In 2021 Klamath County experienced a severe and continuing drought. On March 31, 2021 Governor Brown signed Executive order 21-07 declaring a State of Drought Emergency in Klamath County. That Order initiated several opportunities to assist Klamath County residents experiencing domestic well challenges resulting from the drought. The Domestic Well Grant is to provide financial assistance to the owners of domestic wells located within Klamath County who experienced challenges with their domestic well due to the 2021 drought. The following grant recipients have satisfied all grant submissions and the agreements are complete and signed by the applicants.

KLIEWER, LARRY & DEBBIE \$17,227.17

MCGRATH, SEAN \$18,027.03

Recommended Motion: Approve and sign the Klamath County Domestic Well Financial Assistance Grant agreements with above recipients. **Fiscal impact:** \$35,254.20 expenditure from the Commissioners Miscellaneous Grant Fund.

Documents:

3. In The Matter Of An Agreement Between Klamath County And South Central Oregon Economic Development District (SCOEDD). Vickie Noel - Finance

Background: SCOEDD was established in 1999 under the authority of ORS 190 by Klamath and Lake Counties to provide economic development assistance to all communities in the two counties regarding applying for and administration of federal and state grant programs. During the June 29, 2023 Finance meeting, the Board of County Commissioners approved an allocation of \$50,000 to support SCOEDD activities in the 2023-24 fiscal year.

Recommended Motion: Approve the agreement with SCOEDD to promote economic development activities. Fiscal impact of \$50,000 expenditure to the Economic Development Fund in FY 2023-2024.

Documents:

[9-5-2023 SCOEDD IGA.PDF](#)

4. In The Matter Of Accepting The Contract With Modoc Contracting For Construction Of The KCR Construction Project.-Dan Golden, Director

Background: Klamath County Juvenile issued an ITB for the KCR Construction Project. Klamath County accepted a low bid of \$15,223,576 from Modoc Contracting. Due to funding, the scope of the project was downsized. After working with sub-contractors to revise the bid package, Modoc Contracting proposes a contract cost of \$12,886,948. The Juvenile Department recommends that Klamath County accept the contract. Funding for the KCR project will be reimbursed to Klamath County from Oregon Lottery funds. Modoc Contracting and sub-contractors are Klamath County businesses.

Recommended Motion: Board accepts the contract with Modoc Contracting for the Juvenile KCR Construction Project. Fiscal Impact; \$12,886,948 to be paid by Klamath County to Modoc Contracting for the KCR Construction Project.

Documents:

[MODOC-KCR CONTRACT BS.PDF](#)

5. In The Matter Of Approval Of Community Corrections Biennial Plan And Budget For The Fiscal Biennium 2023-2025. Aaron Hartman, Community Corrections

Background: Community Corrections prepares a biennial plan and budget for the State of Oregon Department of Corrections. Community Corrections is funded through the State of Oregon Department of Corrections and the plan and budget is required as part of the Intergovernmental Agreement which allows funding for the department. Community Corrections receives no general fund dollars.

Recommended Motion: To approve and authorize the Chair of the Board of Commissioners to sign a contract with DOC and Community Corrections for the 2023-2025 Biennial Plan and Budget. **Fiscal Impact: Community Corrections will receive \$8,941,848 in Grants in Aid funds, \$209,180 in Grants in Aid Supplemental funds for personnel, \$462,649 in M57 funds and \$188,659 in Criminal Fines Funds for a total of \$9,866,278 for the fiscal period July 1, 2023 through June 30, 2025.**

Documents:

[6537 KLAMATH COUNTY GIA - COUNTY PLAN INCLUDED.PDF](#)

6. In The Matter Of Approving An Agreement With USDA, Forest Service Fremont-Winema National Forest And Klamath

**County Community Corrections For Facilities Maintenance.
Aaron Hartman, Community Corrections**

Background: The US Forest Service and Klamath County Community Corrections have a history of a working partnership. With limited staffing and a growing need for active facilities maintenance, the US Forest Service has asked to enter into this agreement where Klamath County Community Corrections participants will provide much needed assistance, while accomplishing community services objectives at the same time.

Recommended Motion: Approve the agreement USDA, Forest Service Fremont-Winema National Forest and Klamath County Community Corrections authorize Aaron Hartman to sign.
Fiscal Impact: Revenue to Community Corrections operating fund of \$41,520.00

Documents:

[23CS11060200032KCCCMAZAMAZONEFACILITIESMTC-FORKCCCSIGNATURE.PDF](#)

7. In The Matter Of Approving Amendment # 1 To Intergovernmental Agreement (IGA) #180017 For The Financing Of Public Health Services Between The State Of Oregon, Oregon Health Authority (OHA), And Klamath County, Acting By And Through Klamath County Public Health (KCPH). – Jennifer Little, Public Health

Background: Agreement #180017, which became effective July 1, 2023, delegates authority to Klamath County Public Health to operate public health programs in Klamath County. This amendment updates Exhibit C, the Financial Assistance Award for fiscal year 2024, to add funding for the Tobacco Prevention and Education Program (TPEP) for the remainder of the fiscal year. The agreement remains effective through June 30, 2025.

Recommended Motion: Move to approve Amendment # 1 to Intergovernmental Agreement (IGA) #180017 for the Financing of Public Health Services between the State of Oregon, Oregon Health Authority (OHA), and Klamath County, acting by and

through Klamath County Public Health (KCPH). Fiscal impact is grant revenue of \$249,333.43 to sub department 4049 for FY 23/24. Authorize the Department Head to sign the agreement.

Documents:

[180017-01.PDF](#)

8. In The Matter Of Requesting Board Approval For The Klamath County Sheriff's Office To Enter Into And Sign An Agreement With Sarah Dougherty To Retain Legal Services - Chris Kaber, Sheriff

Background: Klamath County Sheriff's Office is requesting to enter into an agreement with Sarah Dougherty to retain legal representation for legal advice and assistance for Sheriff's Office non-union represented officials and staff in relation to civil or criminal actions that may arise due to circumstances while these personnel are on duty and employed by Klamath County. The agreement will be from July 1, 2023 through June 30, 2024 and includes automatic one-year term renewal beginning July 1 of each year.

Recommended Motion: To approve the Klamath County Sheriff to enter into and sign an agreement with Sarah Dougherty to retain legal representation for Sheriff's Office non-union represented officials and staff. The agreement will automatically renew for one-year terms beginning July 1 of each year. **Fiscal Impact:** \$2,600 expense 2023-24 fiscal year in the General Fund – Sheriff's Office – Administration.

Documents:

[KCSO LEGAL REP 2023-2024 AGENDA ITEM.PDF](#)

9. In The Matter Of Requesting Board Approval Of The Equitable Sharing Agreement And Certification Between The Federal Government And The Klamath County Sheriff's Office - Chris Kaber, Sheriff

Background: This agreement outlines the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. The purpose is to establish the means to participate in federally forfeited assets shared with participating law enforcement

agencies.

Recommended Motion: Approve the Equitable Sharing Agreement and Certification between the Federal Government and the Klamath County Sheriff's Office. Potential revenue into the Special Revenue Fund of federally forfeited cash, property, proceeds, and any interest earned thereon, of unknown value at this time. Authorize the Sheriff and the County Commissioner Chair, Derrick DeGroot, to sign the agreement and certification. **Fiscal Impact:** Potential to receive revenue and property of unknown value at this time into the Sheriff's Office Special Revenue Fund.

Documents:

[EQUITABLE SHARING AGREEMENT 2023-24 AGENDA ITEM.PDF](#)

10. In The Matter Of Approving An Agreement Amendment With Permitium, LLC For The Provision For Online Weapons Permit Application - Chris Kaber, Sheriff

Background: The Sheriff's Office entered into an agreement with Permitium, LLC with approval from the Board of Commissioners, April 25, 2023. We seek to amend the agreement to reflect increasing the financial obligation to include \$250 per month. This fee is for their integration module to facilitate data exchange from Permitium to EIS, our records management system.

Recommended Motion: Approve Sheriff to enter into and sign the amended agreement with Permitium, LLC to include an integration module. **Fiscal Impact:** \$250 monthly / \$3,000 annually expense to Sheriff's Office – Civil Division.

Documents:

[BOCC AGENDA ITEM PERMITIUM AMENDED AGREEMENT 3.PDF](#)

~~**11. In The Matter Of Approving And Signing The Contract Between The Klamath Animal Shelter And Klamath County For The Care Of Large Animals Seized, Melina Johnson, DA**~~

~~**Background:** This contract is between the Klamath Animal Shelter and Klamath County acting by and through the District Attorney's Office for the care of large animals that are seized by the Klamath County Sheriff, authorized deputies or other~~

~~authorized enforcement personnel. This contract is effective July 1, 2023 through June 30, 2026.~~

~~**Recommended Motion:** Approve and sign the contract between the Klamath Animal Shelter and Klamath County for the care of large animals seized. The fiscal impact is a flat fee of \$10,000 for year one with a 1% inflation adjustment resulting in \$10,100 fiscal year 2024-2025, and \$10,201 fiscal year 2025-2026. Funding for this contract will come out of the District Attorney's budget.~~

Documents:

[BOCC AGENDA ITEM KLAMATH ANIMAL SHELTER CONTRACT.PDF](#)

10. Grants

1. In The Matter Of Approving A Grant Application To The Oregon Department Of Veterans Affairs For Pass Through Funding FY: July 1, 2023 To June 30, 2024. - Kathy Pierce, Veterans Office

Background: Every year the Veterans Service Office receives Pass-Through funding from the ODVA to be used for Outreach, Advertising, Klamath lake Stand down, Pay for Assistant District Attorney for Veterans Court.



Recommended Motion: Approve the Veterans Service Office to apply for and receive pass-through funding from the Oregon Department of Veterans Affairs and authorize the Chair to sign the application. Fiscal Impact: \$136,958.00 Revenue for 23/24

Documents:

[GRANT SUMMARY PAGE.PDF](#)

11. Commissioner Reports

12. Adjournment

Audio recordings of all proceedings are available at the County Commissioners' office. The meeting facility is handicap accessible. Persons needing materials in alternate format or communication access, should telephone this office at 541-883-5100  (voice/TDD) or the ADA Coordinator at 541-883-4296  at least 48 hours in advance of the scheduled meeting.

Klamath County Commissioners' Weekly Calendar is subject to change without notice.
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