



Board of Commissioners' Administrative Meeting August 1, 2023 ~ 3:00 pm ~ Room 214

8/1/2023 - Minutes

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

2. Call To Order & Those Present

Commissioner DeGroot, Commissioner Minty, Commissioner Henslee, Sandy Cox/Admin Staff, Amanda VanRiper/HR, Jeremy Morris/Public Works, Jessica Chastain/IT, Jennifer Little/Public Health, Vickie Noel/Finance

3. Approve Minutes From Last Meeting

Commissioner DeGroot approves minutes from July 25, 2023 Admin Meeting.

4. Amanda Van Riper - Human Resources

1. Security Software Discussion

Amanda VanRiper, Jessica Chastain address the Board explaining the software and cost. Commissioner Minty has concerns about this being a benefit that we wouldn't off all employees. Commissioner Henslee believes as a public official it's a risk you take and not comfortable spending County funds to wipe things clean. Commissioner DeGroot agrees that the cost associated with this software is to extreme.

2. Department Request – Out Of Class Stipend Emergency Management

Amanda VanRiper addresses the Board. Commissioner Henslee motions to approve as presented, Commissioner Minty seconds. Commissioner Minty thanks Mr. Belcastro for his hard work. Unanimous vote. Approved

3. Exception To Policy Request – Public Health Temp Employee

Amanda VanRiper addresses the Board. Commissioner DeGroot motions to approve as presented, Commissioner Minty seconds. Unanimous vote. Approved

5. Jeremy Morris - Public Works

1. Horal Ave Vacation Request

Jeremy Morris addresses the Board explains there is not a county process for this request, would fall back on State process (explains State process). Further explains he is not in favor of this request as it is not in the public's best interests and due to the issues it would create in the future. Wants to know how the BOCC wants him to proceed. Discussion that the County "May" have public hearings regarding these requests. Commissioner DeGroot indicates we need to come up with an internal process, suggests giving the "Road Official" initial veto power if it's not in the best interest of the public, but have an appeal process to the Commissioners. Commissioner Minty would like to make sure the citizen has an option of an appeal hearing. Commissioner Henslee agrees that Director Morris has the expertise to make these decisions. Morris questions attaching a fee to these requests? Commissioner DeGroot believes the initial look should be minimal, but if it goes to "appeal" then there should be a fee attached. Commissioner Minty does not agree with a fee. Commissioner Henslee would like to revisit the fee. Commissioner DeGroot asks Morris to draft a policy for the Board to review for future requests and to deny this request.

2. Greylock Way Neighbor Dispute Discussion

Jeremy Morris addresses the Board explaining the issue regarding people using Greylock for access to the Forest for ATV's, OHV's, snowmobile's etc. This is not a Public Works issue, but rather the Forest Service. Commissioner DeGroot asks if the Forest Service is wanting to create an access point? Morris responds yes but could cause other issues. Commissioner Minty would like to see having some sort of meeting to allow the citizens to be heard and come up with a plan. Morris further explains his thoughts, but we can't tell the Forest Service what to do. Commissioner Henslee understands that this is a public user maintained road and people need not block the road and allow public access to the forests. Commissioner DeGroot wants to make sure we are not allowing people to block access. Board is in favor of the Forest Service creating access if they agree, asks Morris to proceed with coordinating a public meeting and inviting all involved.

6. BOCC

1. Survey - KM

Commissioner Minty presents draft survey to submit to the public regarding the issue with Waste Management recycling to provide feedback to Waste Management about the process. Commissioner Henslee doesn't have any concerns. but questions how we would disseminate to the public. Commissioner Minty states staff would work with IT and get out on our socials.

2. Potential Sports Tourism RFP - KM

Commissioner Minty address the Board does not believe we can direct hire the company that approached us a month or so ago, thinks we need to go through RFP process to allow other companies to respond. Commissioner DeGroot agrees and have the Tourism grant committee be the reviewer's. Commissioner Henslee indicates he did meet with this company previously and explained to the group that the County would have to go through the RFP process depending on what exactly is being hired. Commissioner Henslee will look into this further and get back with the Board. Staff will put on an agenda in 2 weeks to revisit.

3. Discussion Regarding Klamath County-Mitigation Outreach Grant

Commissioner DeGroot addresses the Board regarding grant we were awarded back in March, wanting to know if we are going to accept it. Commissioner DeGroot think we should probably have a third party do the mitigation work given our current staffing situation. Commissioner Henslee suggest accepting the grants, have our grants manager mange the grant then have the Title III Committee go through a process for outsourcing the funds. Commissioner Minty asks if there is an Admin fee that the grants department could take? Noel responds yes. Commissioner DeGroot indicates we have an employee in the EM Dept. that is funded through mitigation grants. Commissioner Minty likes Commissioner Henslee's idea of Title III Committee processing projects, but have a paid County employee oversee, however really wants to see the EM Dept. be very robust. Commissioner Henslee is agreeable with keeping the mitigation in house since the funding is paying for a mitigation employee, but all the decisions regarding fuels mitigation should be handled in one place. Commissioner DeGroot would like to get with Finance regarding current grants and future funding, should mitigation really fall under EM or maybe somewhere else? Commissioner Henslee feels better about EM now that it is under the BOCC, but mitigation needs to be a County priority moving forward.

4. Questionnaire For Department Heads

Commissioner DeGroot presents draft questionnaire he would like to disseminate to Department Heads regarding hiring a County Manager. Commissioner Minty likes this idea, but would like to have a week for revisions/additions etc. Commissioner Henslee indicates this is part of the Strategic Plan and would like to see the plan put out before we do this. Board is agreeable with holding off till after the Strategic Plan is published.



5. Library Advisory Board Interviews/Process Discussion - KM

Board discussion about appointment process. Commissioner DeGroot would like to review the bylaws then issue a press release letting people know we are accepting applications. Commissioner Minty understands Commissioner DeGroot's position, but thinks if we go through those extra steps would be

taken as unfair against those that have already applied. Discussion about how many vacancies there are and how many applicants, explanation that there are some targeted areas. Discussion that we should be doing media releases on any board/committee openings. Commissioner Henslee would like to see the process more transparent and welcoming, but since we have already been accepting application for this committee then we should interview the current applicants. Board instructs staff to set up interviews with current applicants.

7. Adjournment

4:20pm

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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