



Board of Commissioners' Administrative Meeting August 15, 2023 ~ 3:00 pm ~ Room 214

8/15/2023 - Minutes

1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To [Www.klamathcounty.org](http://www.klamathcounty.org)

2. Call To Order & Those Present

Commissioner DeGroot, Commissioner Minty, Commissioner Henslee, Sandy Cox, Haley Huffman/Admin Staff, Andrea Lassett/HR, Terry Wells, Kayla Wessel/Asst. Property Manager, Vickie Noel, Natalie Parker/Finance, Jessica Chastain/IT, Allan Brown/Building, Melina Johnson/DA, Zak Keeney/Herald and News

3. Approve Minutes From Last Meeting

Commissioner DeGroot approves minutes from August 8, 2023 Admin Meeting.

4. Andrea Lassett - Human Resources

1. Department Request – CDD Step 6 Hire

Andrea Lassett & Allan Brown address the Board. Commissioner Minty motions to approve request as presented, Commissioner DeGroot seconds. Commissioner Minty asks if there was a hiring panel and was it a unanimous decision? Brown responds yes. Commissioner Henslee asks if this is normal procedure? Commissioner DeGroot responds and states yes we have done this many times before. Commissioner's Minty and DeGroot vote in favor, Commissioner Henslee abstains. Approved

2. Sheriff's Office Hiring Discussion

Andrea Lassett & Captain Bryson address the Board to do over hires as they continually have open positions. Bryson further elaborates the difficulty in the hiring process and training (specifically patrol and jail deputies) it takes to get someone in place, would definitely make sure they don't go over budget. Commissioner DeGroot asks Vickie Noel to weigh in. Noel indicates it should be a problem if the Sheriff's office watches their budget. Commissioner DeGroot asks when we actually start paying new employees? Bryson responds 2-3 months. Noel further elaborates that the Sheriff's budget needs to watch the materials and services as that sub department was over this last

year. Commissioner Minty is ok with this concept. Commissioner Henslee indicates that over hiring is fairly common practice, elaborates, is in favor of this process. Board consensus is to try and check back in 6 months to see how it's working.

5. Terry Wells / Assistant Property Manager

Terry Wells & Kayla Wessel address the Board, explains it would benefit the County and Enterprise Irrigation to transfer these two small strips of land. Commissioner Minty asks if EID is willing to accept the properties. Wells responds yes. Commissioner Minty is pleased with staff coming to a resolution. Well explains ORS and process with and without a hearing. Board is agreeable with running this through the normal process without a hearing and make sure we invite EID to the meeting.

6. Vickie Noel & Natalie Parker

Vickie Noel & Natalie Parker address the Board, present list of grants that EM has been applied for but not yet accepted and ones we are currently working on. Indicates that there is a work plan due by September 15 for the Oregon State Fire Marshall's Office grant (415k), Board is agreeable with Derek Wood working with Theresa at OSFM on said plan. Noel discusses the mitigation outreach grant 184,439 with 46,110k match will be requiring an agreement next month. Noel further indicates there is another grant that she was unaware of, mitigation grant for 25,294 with a 6,323 match from GF. Further discussion about the absentee landowner's mitigation grant and 2 more FEMA grants (detection cameras and community survey) that have been applied for but not awarded yet. Discussion that these grant applications were submitted with prior EM Manager's signature and not approve by the Board. Noel asks if we are going to continue to accept FEMA grants as there is always a 25% grant as well as a lot of reporting? Parker would like to see a priority list as she doesn't have the capacity to take all these on. Chastain further elaborates on the work that has been done on the SHSP grants and one of them needs to be split. Commissioner Minty indicates we can deal with the ones we haven't been awarded yet at a later date. Commissioner Minty further states would like to see us accept the FEMA grants and continue to grow a robust EM Department, get a new Emergency Manager and hire someone in that department to manage the grant portion. Commissioner DeGroot would like to see us hold off on accepting any new grants due to the funding match's and until the department is more stable with staff that can handle the work without other departments having to do the work. Commissioner DeGroot further indicates we don't even know how we are going to spend the funding we have. Commissioner Minty states emergency's will continue to happen, so we need the staff to take care of them. Discussion that Emergency Management isn't the ones that actually respond to the emergencies, that is for the first responders. Commissioner Henslee is concerned with the "unknowns" listed on the spreadsheet, we need to hit reset and rebuild this office before we accept any more grants. Chastain/Noel will work on getting some answers on the "unknowns". Commissioner Henslee is comfortable with the two staff we have today, hire a new Emergency Manager and create a plan moving forward for the EM Department that is agreeable with the BOCC.

7. BOCC

1. Hagelstein Park Usage

Commissioner DeGroot opens up for discussion from the Board. Commissioner Henslee appreciates the public hearing held for this matter so we could hear what the public had to say, is in support with moving Hagelstein to day use only and remove camping. Commissioner Minty agrees that she likes that we had a public hearing, but also is in support of moving the park to day use only, with the option to revisit in the future if there are issues. Commissioner DeGroot motions to instruct park staff to create a plan moving the park to day use only from dusk to dawn, Commissioner Henslee seconds.

Chair Dumont from Klamath Tribes appreciates the Commissioners listening to the community and making this decision.

Unanimous vote. Approved

2. Library Advisory Board Deliberations

Board discussion that there are still 4 open positions, however they are only considering 1 applicant today. Commissioner Minty appreciates the Board's policy of a two term limit to get a good rotation of people on our boards. Commissioner Minty motion to reappoint Mr. Schuler, Commissioner Henslee seconds. Commissioner Henslee comments about rotating people on advisory boards, respects and appreciates individuals that advise/challenge him in a professional manner. Commissioner DeGroot believes our current process is flawed and would like to review and correct the process prior to him voting for anything further. Commissioner's Minty and Henslee vote in favor, Commissioner DeGroot opposes. Approved

3. Potential Sports Tourism RFP Continued From 8/1/23 - KM

Commissioner Minty reviews prior discussion and that it landed in Commissioner Henslee's lap for further discussion. Commissioner Henslee indicates he has not completed the research, asks to move out 2 weeks.

4. VOCA Grant Authorization Letter

Commissioner Minty motions to authorize Chair DeGroot to sign the VOCA Grant Authorization Letter, Commissioner Henslee seconds. Unanimous vote. Approved



5. Review And Discuss County Resolution RE2016-017

Sandy Cox & Haley Huffman join meeting for discussion about how we can improve public engagement on County Advisory Boards. Discussion to remove 4,5,6,12,13 and 15 from the resolution. Add language that all applicants shall be interviewed by the Board and to invite someone from the particular board to sit on the interview panel. Additionally, add language that

Commissioner staff will issue news flashes/press releases a couple months prior to vacancies, advertise a closing date and have interviews completed and appointments made prior to the actual vacancy. Last add language to indicate advisory committees shall come advise the Commissioners perhaps twice a year. Staff to revise the Resolution and bring back to the Board for a decision.

8. Adjournment

4:36pm

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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