

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
June 18, 2019
8:30 A.M.

1. **EXECUTIVE SESSION under the authority of ORS 192.660**

- A. (2)(d) Labor Negotiations
- B. (2)(e) Real Property Transactions
- C. (2)(h) Consultation with Counsel

PLEDGE OF ALLEGIANCE

2. **CITIZEN COMMENTS (agenda items or general comments) – limited to 3 minutes per person- scheduled to begin at 9:30 AM**

3. **GOVERNING BODIES**

Library Service District

- A. Request Approval of Resolution Adopting Budget, Making Appropriations, Levying & Categorizing Taxes for FY 2019/20
- B. Request Approval of Resolution Making Additional Appropriations

4H/Extension Service District

- C. Request Approval of Resolution Adopting Budget, Making Appropriations, Levying & Categorizing Taxes for FY 2019/20

CCAT

- D. Request Approval of Resolution Adopting Budget & Making Appropriations for FY 2019/20

4. **DEPARTMENT HEADS**

- A. Request Approval of Resolution Adopting Budget, Making Appropriations, Levying & Categorizing Taxes for FY 2019/20- Finance
- B. Request Approval of Resolution for Distribution of Tax Foreclosed Property Sale Proceeds- Finance
- C. Request Approval of Resolution Making Additional Appropriations- Finance
- D. Request Approval of Court Security Expenditure Plan for FY 2019/20- State Courts
- E. Request Approval of Contract with Rivkah Barmore- Coos Health & Wellness (CHW)
- F. Request Approval of Contract with Coos Bay School District- CHW
- G. Request Approval of Contract with Bandon School District- CHW
- H. Request Approval of Contract with Bay Area First Step/THE House- CHW
- I. Request Approval of Contract with ADAPT- CHW
- J. Request Approval of Reclassification for Environmental Health Program Manager- CHW
- K. Request Approval of Fund Exchange Agreement for Guardrail Project- Road
- L. Request Approval of Fund Exchange Agreement for Safe Routes to School Project- Road
- M. Request Approval of Inmate Work Program Agreement with Shutter's Creek & Authorize Chair to Sign- Solid Waste
- N. Request Approval of Job Description & Reclassification of Field Forestry Foreman- Forestry

This agenda does not limit the ability of the Commissioners to consider additional subjects. The Board reserves the right to place a time limit on public testimony on any matter. The meeting place is handicapped accessible; if special accommodation is needed, please contact the office at least 24 prior to the meeting.

- O. Request Appointment of Dog License Vendor- County Clerk
- P. Request Approval of IGA for Child Support Services & Authorize Chair to Sign- DA Support
- Q. Request Approval of 9 Dispatch Agreements- Sheriff
- R. Request Approval of 11 TOPS Contracts- Sheriff
- S. Request Approval of Detention Contract with Douglas County- Juvenile
- T. Request Approval of Order re: Prioritization of Maintenance Projects for FY 2019/20- Counsel
- U. Request Approval of Order re: Prioritization of Road Projects for FY 2019/20- Counsel
- V. Request Approval of Order re: Prioritization of Parks Projects for FY 2019/20- Counsel

5. **CONSENT CALENDAR- administrative matters not up for discussion**

A. Approval of Minutes

Joint Workgroup Minutes- May 28, 2019
Regular Meeting Minutes- June 4, 2019

B. Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfer of Funds Within the Budget

Transfer of Appropriation Within Department- Juvenile- vehicle expenses
Transfer of Appropriation Within Department- Marine- vehicle expenses
Transfer of Appropriation Within Department- Jail- groceries/minor R&I/utilities
Transfer of Appropriation Within Department- Surveyor- PERS/insurance

C. Orders & Resolutions

Resolution 19-06-090P, In the Matter of a Personnel Transfer for Bryan Valencia Within the Sheriff's Department Effective June 1, 2019
Resolution 19-06-0952P, In the Matter of Granting Salary Merit Step Increases for Various Employees Effective June 1, 2019
Resolution 19-06-094P, In the Matter of a Reclassification for the Position of Sheriff's Office Business Operation Manager Pursuant to a Pay Equity Analysis Effective July 1, 2019
Resolution 19-06-095P, In the Matter of a Reclassification for the Position of DA Office Manager Pursuant to a Pay Equity Analysis Effective July 1, 2019
Resolution 19-06-096P, In the Matter of a Reclassification for the Position of Juvenile Director Pursuant to a Pay Equity Analysis Effective July 1, 2019
Resolution 19-06-097P, In the Matter of a Reclassification for the Position of Planning Director Pursuant to a Pay Equity Analysis Effective July 1, 2019
Resolution 19-06-098P, In the Matter of a Reclassification for the Position of Chief Deputy Assessor Pursuant to a Pay Equity Analysis Effective July 1, 2019
Resolution 19-06-099P, In the Matter of a Reclassification for the Position of County Forester Pursuant to a Pay Equity Analysis Effective July 1, 2019
Resolution 19-06-100P, In the Matter of a Reclassification for the Position of County Counsel Pursuant to a Pay Equity Analysis Effective July 1, 2019
Resolution 19-06-101P, In the Matter of a Reclassification for the Position of Surveyor Admin Aide Pursuant to a Pay Equity Analysis Effective July 1, 2019
Resolution 19-06-102P, In the Matter of a Reclassification for the Position of Senior Accountant Pursuant to a Pay Equity Analysis Effective July 1, 2019

D. Items Previously Approved (authorize Chair to sign where necessary)

Contract Amendment with Abel Insurance- County Counsel
Bulk Food Purchase for FY2019/20- Jail
Liquor License Renewals for the Following: Hilltop House, Bachelor's Inn, Fisherman's Grotto, Sea Basket Restaurant, Wagon Wheel Grocery, Tree Acres, Coos Golf Club, Homestead Bar Grill & Market (2), High Tide Café (2)

- E. **Maintenance Agreements/Licensing (authorize Chair to sign where necessary)**
 - Copier/Printer Maintenance Agreement with Bay Area Copiers- IT
 - Telephone Maintenance Contract with A3 Telecom- IT
 - GeoMedia Software Maintenance Agreement with Intergraph- Assessor

6. **LATE AGENDA ITEMS**

- A. Request Approval to Request Veteran Suicide Awareness & Prevention Funds- CHW
- B. Request Approval to Transfer Funds from Medical Examiner's Budget to Evidence- District Attorney
- C. Request Approval to Purchase Stencil Recording Equipment; Adopt Sole Source Findings; Approve Resolution to Transfer Funds- Sheriff
- D. Request Approval to Renew Jail Medical Services Contract- Jail
- E. Request Approval of IGA for Municipal Road Repairs- Counsel

7. **COMMISSIONERS REPORTS**

BOC only: Consent Agenda _____ Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Veteran Suicide Awareness and Prevention Funds Request

Department: Coos Health & Wellness

Requested Agenda Date: 06/18/19

Contact Person: Mike Rowley

Phone/Ext.: 541-266-6778

Background and description of need or problem: The Health Care Integration & Promotions department request the approval of request in efforts to continue the QPR trainings in our community. With the 22 veteran suicides per day, and significant increase in suicides in general, it is imperative that we fund these trainings to help inform the community on the tools they have to help mitigate these circumstances.

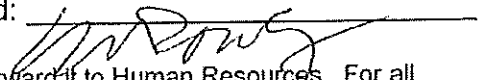
No County General Funds will be used for this contract.

Funding Source:

Requested Action: Approve the request for funding.

Date: 06/13/19

Signature of Dept. Head:



If this is a Human Resources issue, forward to the Treasurer who will forward it to Human Resources. For all other matters, forward the document to Counsel no later than the Monday prior to the Agenda deadline. Counsel will forward to Treasurer.

If this is a contract or grant:

- Is the contract or grant an original?
- Is the Contract/Grant Summary Form attached?
- Is the contract signed first by the vendor (except state/federal grants or contracts)?
- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

Departments Affected:

Counsel: NS

Treasurer: [Signature]

Human Resources: _____

BOC forwards signed Contract/Grant to: 1 to CHW, Debby Reed
1 to Clerk's Office for filing

6A



**OREGON DEPARTMENT
of VETERANS' AFFAIRS**

Veteran Suicide Awareness and Prevention Funds Request

Funding for veteran suicide awareness and prevention is available to all Oregon counties and federally recognized tribes in 2019, and will be shared equally among all who request it. Requests must be placed by a County Commissioner, Judge or Tribal Leader. The funds are meant to help heighten community awareness and publicize mental health options available to veterans and their families.

If you wish to participate and receive funding, please complete this form and submit by June 21, 2019. You may email it to BellJ@odva.state.or.us, or bring/mail it to 700 Summer St NE, Salem, OR, 97301, attn.: Suicide Awareness funding.

Name: Eric Gleason	County: Coos County	
Address: 281 LaClair	City: Coos Bay	Zip Code: 97420
Phone: 541-266-6741	Email: Eric.Gleason@chw.coos.or.us	

In the space provided below, please describe your intended use of the funds. This does not have to be detailed, or include specific costs. A high-level summary is sufficient.

Coos County – Coos Health & Wellness is applying for the Veteran Suicide Awareness and Prevention Funds to host QPR (Question, Persuade, and Refer) Gatekeeper Training for Suicide Prevention throughout the county. QPR is a 1-2 hour educational program designed to teach lay and professional “gatekeepers” the warning signs of suicide crisis and how to respond. Gatekeepers can include anyone who is strategically positioned to recognize and refer someone at risk of suicide (e.g., parents, friends, neighbors, teachers, coaches, caseworkers, police officers). The process follows three steps: (1) Question the individual's desire or intent regarding suicide, (2) Persuade the person to seek and accept help, and (3) Refer the person to appropriate resources. Trainees receive a QPR booklet and wallet card as a review and resource tool that includes local referral resources.

By signing below, I certify that I am qualified to represent my county or tribe in their request for the available suicide awareness funds. I further acknowledge understanding that the funds must all be used by February 1, 2020.

Signature:	Date:
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Title: Coos County Commissioner

BOC only:
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Transfer funds Resolution 19-06-108B

Department: District Attorney

Requested Agenda Date: 6/18/19

Contact Person: Paul Frasier

Phone/Ext.: 7555

Background and description of need or problem: We would like to transfer \$2000.00 from Medical Examiner Training/Travel line item, to the DA's Evidence line item due to anticipated expenses in a murder trial that may exceed our balance in Evidence.

Funding Source: Medical Examiner Line Item 7003.441.30-05

Requested Action: Transfer \$2000 to DA Evidence Line item 7000.412.31-14 - Approve Resolution 19-06-108B

Date: 6/13/19

Signature of Dept. Head: Paul Frasier

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County Counsel MT

Treasurer MS

Human Resources _____

6B

1 BOARD OF COMMISSIONERS
2 COUNTY OF COOS
3 STATE OF OREGON

4 In the Matter of a Transfer of Expenditure)
5 Appropriations in the Amount of \$2,000) RESOLUTION
6 Within the General Fund) 19-06-108B

7 NOW BEFORE THE BOARD OF COMMISSIONERS sitting for the transaction of
8 County business at a meeting on June 18, 2019, is the matter of a transfer of appropriations in
9 the amount of \$2,000,

10 WHEREAS, the reason, need and purpose of the request for transfer of expenditure
11 appropriations is for unforeseen trial expenses;

12 WHEREAS, a transfer of expenditure appropriations would be allowable according to
13 O.R.S. 294.463 as expenditures were not anticipated during the preparation of the current
14 fiscal year's budget;

15 NOW, THEREFORE, BE IT RESOLVED that the transfer of appropriations be approved
16 and be transferred between the categories and amount as shown below:

17 001 GENERAL FUND

18 From:

19 7003 Medical Examiner Division
20 Materials & Services
21 441.30-05 Training & Travel

\$ 2,000

22 To:

23 7000 Prosecution Division
24 Materials & Services
25 412.31-14 Evidence/Trial Expense

\$ 2,000

26 Dated this _____ day of June 2019.

27 BOARD OF COMMISSIONERS

28 _____
Commissioner

Commissioner

Commissioner

Prepared by:


Budget Office

BOC only: Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Request to use Title III funds to Purchase replacement Stencil recording equipment. *and Resolution 19-06-107B*

Department: Coos County Sheriff's office **Requested Agenda Date:** 6-18-19

Contact Person: CPT Fabrizio **Phone/Ext.:** 7811

Background and description of need or problem:
 The Coos County Sheriff's Office is mandated to keep records of calls and voice transmissions that are routed through Dispatch. We use a Stencil Digital Recording System for the latter. Although money was budgeted for a replacement unit for the upcoming fiscal year, our current system has been losing data, most notably for a period of about 48 hours on Monday and Tuesday, 6-10-19 through 6-11-19. *This is a sole source acquisition and written findings are attached.*

Funding Source: _____
Requested Action: *Approve Resolution 19-06-107B and approve purchase of Stencil recorder using Title III funds and adopt the sole source findings.*

Date: *6-13-19* **Signature of Dept. Head:** *held Fabrizio*

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County Counsel *NJ*

Treasurer *NB*

Human Resources *na*

OC



COOS COUNTY SHERIFF'S OFFICE
250 N. BAXTER, COQUILLE, OREGON 97423
(541) 396-7800 FAX: (541) 396-5932



CCSO

06-13-19

Subject: Sole Source Findings for purchase of Stancil recorder per ORS 279B.075(2)(a).

1. The Sheriff's Office Dispatch currently uses a Stancil Digital Recording System to archive voice communications per Oregon State Statutes mandate.
2. The Sheriff's Office current Stancil recorder is failing at an alarming rate, with missed hours becoming more frequent. Purchase of another Stancil Recording Device (acquisition of compatible goods) would facilitate the efficient utilization of existing goods, resources and procedures.
3. Purchase of a different brand of recorder would necessitate further training, integration procedures and installation not necessary with a Stancil brand recorder.
4. The Coos County Sheriff's Office policy sets a two year time limit on maintaining old recordings. Integration of a different digital recording device would additionally reduce our ability to access old recordings, as the current Stancil will only be accessible by an upgraded system. We would be forced to maintain the current Stancil system for access for a period of no less than two years if a differing system was used, but can upload current recordings into a new Stancil immediately.
5. POC this memorandum is the undersigned at 541-435-4938 or gfabrizio@co.coos.or.us.

GABRIEL J. FABRIZIO
Deputy, Coos County Sheriff's Office

1 BOARD OF COMMISSIONERS
2 COUNTY OF COOS
3 STATE OF OREGON

4 In the Matter of a Transfer of Expenditure)
5 Appropriations in the Amount of \$16,300) RESOLUTION
6 Within the PL 110-343 Title III Fund) 19-06-107B

7 NOW BEFORE THE BOARD OF COMMISSIONERS sitting for the transaction of
8 County business at a meeting on June 18, 2019, is the matter of a transfer of appropriations in
9 the amount of \$16,300,

10 WHEREAS, the reason, need and purpose of the request for transfer of expenditure
11 appropriations is for additional appropriations needed for the purchase of a Stancil Digital
12 Recording System;

13 WHEREAS, a transfer of expenditure appropriations would be allowable according to
14 O.R.S. 294.463 as expenditures were not anticipated during the preparation of the current
15 fiscal year's budget;

16 NOW, THEREFORE, BE IT RESOLVED that the transfer of appropriations be approved
17 and be transferred between the departments and amount as shown below:

18 101 PL 110-343 TITLE III FUND
19 9918 – HR1424/PL110-343 Division

20 From:

21 Materials & Services
22 411.33-24 Firewise Communities \$ 16,300

23 To:

24 Capital Outlay
25 411.60-01 Equipment \$ 16,300

26 Dated this _____ day of June 2019.


27 BOARD OF COMMISSIONERS

28 _____
Commissioner

Commissioner

Commissioner

Prepared by:


Budget Office

BOC only
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Contract renewal for jail medical services and staffing enhancements for the jail.

Department: Jail **Requested Agenda Date:** June 18, 2019

Contact Person: D. Mede **Phone/Ext.:** 7852


Background and description of need or problem:

During budgeting we received approval to add an additional 8 hours per week of nurse coverage at an annual cost of \$25,593.00.

The contract renewal includes this cost along with a 2.4% CPI increase (\$15,146.88) for a total of \$671,860.08 annually.


Funding Source: 001-1601-423.36-01

Requested Action: Request BOC authorize Sheriff to sign 2019-2020 contract renewal with WellPath for jail medical services for a total amount of \$671,860.08

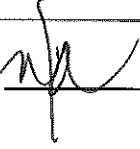
Date: 6-12-19 **Signature of Dept. Head:** 

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County Counsel 

Treasurer 

Human Resources 



CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: _____ (complete after filed with Clerk)

Contract/Agreement/Grant No.:

Name/Agency Name and Address: Wellpath; 1283 Murfreesboro Road Suite 500, Nashville TN 37217

Contact Person: John Roth Phone No. 541-733-7124

Amount of Contract/Grant Award: \$ 671,860.08

Payment Terms: Billed Monthly (state lump sum or amount and time of payments)

Start Date: 07/01/19 End Date: 06/30/20

County Department and Employee Responsible for Performance: Sheriff's Corrections-Darius Mede

Description: \$631,120.20 plus 2.4% CPI increase of \$15,146.88 and Additional Nurse Hours \$25,593.00

FINANCIAL INFORMATION

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number

*CFDA is a five digit number in the following format: xx.xxx. The first two digits designate the federal agency and the last three the grant description. The following is a partial listing of the two digit agency identifier:

- 10.xxx USDA 14.xxx HUD 20.xxx USDOT 66.xxx EPA 84.xxx Dept. of Education
 11.xxx Dept. of Commerce 16.xxx USDOJ 39.xxx General Svs. Admin. 83.xxx FEMA 93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CFDA number, each segment must have it's own summary form.

- New Renewal Modification
 Previous Amount: \$ Original Amount: \$
 Previous Date: Original Date:
 Automatic Renewal? Yes No Staff Requirements: New Existing Subcontract
 Will unemployment cost be incurred? Yes No

PUBLIC CONTRACTING INFORMATION

Method of Selection:

- Bid None
 Quote Other _____
 Proposal

Type of Contract:

- New (complete sections below)
 Renewal (no need to complete sections below)
 Modification (no need to complete sections below)

Type of Contract:

Goods and Services - If Not Using Bid or Proposal, Mark Exemption:

- | | |
|---|--|
| <input type="checkbox"/> Under \$10,000 | <input type="checkbox"/> Equipment Maintenance |
| <input type="checkbox"/> Under \$50,000 for Quotes | <input type="checkbox"/> Office Supplies |
| <input type="checkbox"/> Under \$150,000 & Approval from Board for Quotes | <input type="checkbox"/> Used Vehicles |
| <input type="checkbox"/> Sole Source | <input type="checkbox"/> State Purchasing |
| <input type="checkbox"/> Contract with Public Agency | <input type="checkbox"/> Other _____ |

Public Improvement - If Not Using Bid, Mark Exemption:

- | | |
|--|---|
| <input type="checkbox"/> Under \$5,000 | <input type="checkbox"/> Alternative Contracting Method Approved by Board |
| <input type="checkbox"/> Under \$50,000 for Quotes | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Under \$100,000 & Not a Transportation Project for Quotes | |

Personal Services Contract - If Not Using Proposal, Mark Exemption:

- Under \$50,000
 Under \$150,000 & Approval from Board

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800? Yes No

Certificate of insurance required? Yes No

Form of contract: Oral Written (attach the written contract)

Date Approved by BOC: _____ Reviewed by Counsel: _____

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: IGA for Municipal Road Repairs

Department: Counsel

Requested Agenda Date: 6/18/19

Contact Person: Colton Totland

Phone/Ext.: 7690

Background and description of need or problem: To improve access to the Coos County Fairgrounds, the IGA between the Coos County Road Dept., the Myrtle Point School District and the City of Myrtle Point is to provide improvements to the road infrastructure (4th Street). The City and the District will each make a single payment to the County Road Dept.

Funding Source: n/a

Requested Action: Approve and sign the IGA between County, City of Myrtle Point, and the Myrtle Point School District.

Date: 6/13/19

Signature of Dept. Head: Colton Totland

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- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

Departments Affected:

COUNSEL: CT

TREASURER: NS

BOC forwards signed document to Counsel's office.

WE

CONTRACT / GRANT SUMMARY FORM

Clerk's CJ No.: _____ (complete after filed with Clerk)

Contract/Agreement/Grant No.:

Name/Agency Name and Address: City of Myrtle Point & Myrtle Point School District

Contact Person: Darin Nicholson & Nanette Hagen

Phone No. 541.572.2626 & 541.580.0025

Amount of Contract/Grant Award: \$ City and District each make single payment of \$4,000 to County

Payment Terms: lump sum (state lump sum or amount and time of payments)

Start Date: as coordinated between the parties End Date: as agreed upon by all parties

County Department and Employee Responsible for Performance: Road Dept. / John Rowe

Description: IGA for Municipal Road Repairs (4th St. Myrtle Point for fairgrounds access) between City, District, County

FINANCIAL INFORMATION

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number

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- 10.xxx USDA 14.xxx HUD 20.xxx USDOT 66.xxx EPA 84.xxx Dept. of Education
- 11.xxx Dept. of Commerce 16.xxx USDOJ 39.xxx General Svs. Admin. 83.xxx FEMA 93.xxx USDHHS

NOTE: If the contract/grant is associated with more than one CFDA number, each segment must have it's own summary form.

- New Renewal Modification
- Previous Amount: \$ Original Amount: \$
- Previous Date: Original Date:
- Automatic Renewal? Yes No Staff Requirements: New Existing Subcontract
- Will unemployment cost be incurred? Yes No

PUBLIC CONTRACTING INFORMATION

Method of Selection:

- Bid None
- Quote Other _____
- Proposal

Type of Contract:

- New (complete sections below)
- Renewal (no need to complete sections below)
- Modification (no need to complete sections below)

Type of Contract:

Goods and Services - If Not Using Bid or Proposal, Mark Exemption:

- Under \$10,000 Equipment Maintenance
- Under \$50,000 for Quotes Office Supplies
- Under \$150,000 & Approval from Board for Quotes Used Vehicles
- Sole Source State Purchasing
- Contract with Public Agency Other _____

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5,000 Alternative Contracting Method Approved by Board
- Under \$50,000 for Quotes Other _____
- Under \$100,000 & Not a Transportation Project for Quotes

Personal Services Contract - If Not Using Proposal, Mark Exemption:

- Under \$50,000
- Under \$150,000 & Approval from Board

Will project be reported to Bureau of Labor for Prevailing Wages under ORS 279C.800? Yes No

Certificate of insurance required? Yes No

Form of contract: Oral Written (attach the written contract)

Date Approved by BOC: _____

Reviewed by Counsel: CT