

**REVISED A G E N D A**  
**COOS COUNTY BOARD OF COMMISSIONERS**  
Owen Building Large Conference Room  
September 18, 2012  
8:30 A.M.

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

- A. (2)(d) Labor Negotiations
- B. (2)(f) Exempt Public Records

**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. **DEPARTMENT HEADS**

- A. Request Approval of Contract with Waterfall Clinic for School Based Health Centers- Public Health
- B. Request Approval of Contract with Robin Rose for Training/Consulting- Commission on Children & Families (CCF)
- C. Request Award of Contract for Bayway-Mallard LID Paving Project- Road
- D. Request Approval of Collective Bargaining Agreement with Road Department- Human Resources
- E. Request Approval to Create, Advertise & Fill Half Time Program Coordinator Position- Sheriff/Emergency Management
- F. Request Award of Contract for Search & Rescue Shed- Sheriff
- G. Request Approval of Modification #8 to BLM Contract & Authorize Chairman to Sign- Sheriff
- H. Request Approval of BLM Law Enforcement Services Contract & Authorize Chairman to Sign- Sheriff
- I. Request Approval of Property Line Adjustment Deed & Authorize Chairman to Sign Agreement with Oregon Dept of Fish & Wildlife- Planning
- J. Request Approval of Transfer of Funds from General Fund- Planning

4. **PUBLIC HEARING**

- A. Vacation VAC-12-02- Planning

5. **4H/EXTENSION SERVICE DISTRICT GOVERNING BODY**

- A. Request Approval of IGA with Oregon State University- Treasurer

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

- A. **Approval of Minutes**  
Regular Meeting Minutes- September 4, 2012
- B. **Ratification of All Routine Expenditures, Tax Overpayments and Adjustments and Transfer of Funds Within the Budget**  
Transfer of Appropriations Within Department- Public Health- dental program extra help  
Transfer of Appropriations Within Department- Sheriff- 2012 Ford Expedition from COPS grant  
Transfer of Appropriations Within a Department- Planning- extra help  
Myrtle Point Police Dept Invoice #CCF2012FAIR- CCF- \$10,044.87

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.

**C. Orders & Resolutions**

Resolution 12-09-119P, In the Matter of an Mutually Agreed Transfer Effective August 10, 2012  
Resolution 12-09-120P, In the Matter of Classifying and Placement of Various County Employees on the Regular Coos County Payroll Effective September 1, 2012  
Resolution 12-09-121P, In the Matter of a Longevity Increase for Various Management Personnel Effective September 1, 2012  
Resolution 12-09-122P, In the Matter of a Wage Adjustment for Trevor Sanne Effective September 1, 2012  
Resolution 12-09-123P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective September 1, 2012

**D. Amendment #2 to State IGA for Healthy Start Medicaid Activities- CCF**

**7. LATE AGENDA ITEMS**

- A. Presentation on Ready to Smile Dental Program Award- Public Health
- B. Request Acceptance of VOCA Grant & Authorize Chairman to Sign- Crime Victims Assistance
- C. Request Approval of Changes to Bylaws- BOC/Weed Advisory Board

**8. COMMISSIONERS REPORTS**

BOC only:  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET**  
**Late Agenda Item**

**Agenda Item Title:** Presentation on national award for Ready to Smile dental program

**Department:** Public Health                      **Requested Agenda Date:** 9/18/12

**Contact Person:** Frances Smith              **Phone/Ext.:** 545

**Background and description of need or problem:** Frances Smith, Public Health Administrator, and Cecilee Shull, Ready to Smile Dental Program Manager, will provide information about the US Department of Housing & Urban Development award to the Oregon Community Foundation (OCF). OCF is a primary funding source for the Ready to Smile dental program. Also discussed will be the newly implemented Neighborhood Dentist Program, which is another component of the Ready to Smile program.

The Ready to Smile program serves children in both Coos and Curry counties; this is the 3<sup>rd</sup> year of the program.

**Funding Source:** NA

**Requested Action:** None – Information Discussion Only

**Date:** 9/13/12                      **Signature of Dept. Head:** Frances Smith

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.

**Departments Affected:**

**COUNSEL:** NA

**TREASURER:** NA

BOC forwards signed Contract/Grant to: Sherrill Lorenzo, Public Health

**Commissioners Initials to Place on Agenda ONLY:** \_\_\_\_\_

7A

BOC only:  
Consent Agenda \_\_\_\_\_  
Regular Agenda \_\_\_\_\_

**AGENDA ITEM COVERSHEET**

**Agenda Item Title:** Grant Acceptance

**Department:** CVA

**Requested Agenda Date:** 9/18/12

**Contact Person:** Maureen Knudsen

**Phone/Ext.:** 396-7546

**Background and description of need or problem:** CVA has received our 2012 VOCA Grant. Need Board approval and authorized signatures.

**Funding Source:** Oregon Department of Justice

**Requested Action:** Approve/accept grant – authorize chair to sign

**Date:** 9/14/12

**Signature of Dept. Head:** Maureen Knudsen

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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: \_\_\_\_\_

TREASURER: \_\_\_\_\_

HUMAN RESOURCES: \_\_\_\_\_

BOC forwards signed Contract/Grant to:

Commissioners Initials to Place on Agenda ONLY: \_\_\_\_\_

*JB*

**CONTRACT / GRANT SUMMARY FORM**

Clerk's File C&A No.: \_\_\_\_\_ (complete after filed with Clerk) Internal Contract/Agreement or Grant No.: VOCA-NC-2012-00036

Name/Agency Name and Address: Oregon Department of Justice, 1162 Court St. NE, Salem, OR 97301-4096

Contact Person: Diane Fleming Phone No. 503-378-6260

Amount of Contract/Grant Award: \$ \$65,078.00

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

Start Date: 10/1/12 End Date: 9/30/14

County Department and Employee Responsible for Performance: Crime Victims' Assistance - Maureen Knudsen

Description: 2012 VOCA Non-Competitive Grant

**FINANCIAL INFORMATION**

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number
		100%	16.575

\*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 its own summary form.

New  Renewal  Modification

Previous Amount: \$ \$62,934.00

Original Amount: \$

Previous Date: 10/1/10

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 \$5000                                     | <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 \$5000  | <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:** Request Approval of Changes to Weed Advisory Board Bylaws

**Department:** BOC

**Requested Agenda Date:** 9/18/12

**Contact Person:** Bob Main/Steve Scheer

**Phone/Ext.:** x7540

**Background and description of need or problem:** the Weed Advisory Board is recommending amending the bylaws as they pertain to the cost share program- see attached proposal.

**Funding Source:**

**Requested Action:** request approval of bylaw changes as proposed

**Date:**

**Signature of Dept. Head:** \_\_\_\_\_

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**County Counsel** \_\_\_\_\_

**Commissioners Initials to Place on Agenda ONLY:**

*Bob Main*

*nc*

- f. Advise, assist, make recommendations, implement and administer a County wide Herbicide Cost share Program.
- The Herbicide Cost Share Program shall consist of at least the following:
1. An herbicide cost share program administrator who is either a current Coos County Weed Advisory Board member or a member to the public appointed by the Coos County Board of Commissioners. The program administrator shall be a volunteer position and shall serve without compensation.
  2. The herbicide cost share administrator shall negotiate herbicide prices, select a vendor, prepare orders, receive product, and handle distribution of herbicides to program participants.
  3. The Weed Advisory Board shall apply for and secure grants to support the Herbicide Cost Share Program and shall be implemented only as long as such funds to support the program exist.
  4. Grants secured by the Weed Advisory Board county can be used to support the Weed Advisory Boards participation with other cooperating partners in the Coos County Cooperative Weed Management area if separate dedicated funding for common projects can be obtained.
  5. Herbicides shall be purchased from the low cost bidder or through the State/County purchase agreement.
  6. All funds generated from grants and/or participant matching funds shall be deposited with and distributed through the Coos County Treasurer.
  7. Participant pricing shall be no lower than fifty (50%) percent of Herbicide Cost Share program cost.
  8. The Herbicide Cost Share program shall be restricted to rural Coos County residents who own at least five (5) acres of land located within the boundary of Coos County.
  9. The Herbicide Cost Share program shall be opened for applications twice a year (March and August) or as directed by the Weed Advisory Board or the County Board of Commissioners with distribution occurring shortly thereafter.
  10. The Weed Advisory Board or the County Board of Commissioners reserves the right to restrict the amount of herbicide that may be purchased by participants, based upon present and/or future criteria.
  11. All Herbicide Cost Share applicants shall be required to fill out an application listing information required by the Herbicide Cost Share program to properly administer the program.
  12. All Herbicide Cost Share applicants shall attend a Herbicide use meeting at least once a year (if held).
  13. All Herbicide Cost Share participants shall be required to sign and submit a Herbicide Use Agreement as part of their application holding harmless Coos County, Coos County Weed Advisory Board and any of their volunteers harmless in any action resulting from their participation in the Herbicide Cost Share Program.