

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
March 3, 2015
8:30 A.M.

1. **EXECUTIVE SESSION under the authority of ORS 192.660**
 - A. (2)(f) Records or Information Exempt from Public Inspection

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 to Start Secretary III at Step 3- Health & Human Services (HHS)
 - B. Request Approval of Contract with Peggy Davidson- HHS
 - C. Request Approval of Agreement Amendment with Moda Health Plan & Authorize Chair to Sign- HHS
 - D. Request Acceptant of Grant from Coos County Friends of Public Health- HHS
 - E. Request Acceptance of Grant from National Assoc. of County/City Health Officials & Authorize Chair to Sign- HHS
 - F. Request Approval to Waive Fees for 2015 Brush Collection Event- Solid Waste (SW)
 - G. Request Approval to Waive Fees for Electronic Waste- SW
 - H. Request Award of Contract for Refrigerated Storage Facility Project- Forestry
 - I. Request Approval of Modification #3 to USFS Cooperative Law Enforcement Agreement- Sheriff
 - J. Request Approval to Purchase Network Software- Information Technology (IT)
 - K. Request Approval to Purchase Server for Backups- IT
 - L. Discussion re: Record of Decision of the Oregon Dunes Closures- BOC
4. **CONSENT CALENDAR- administrative matters not up for discussion**
 - A. **Approval of Minutes**
 - Worksession- Budget- February 13, 2015
 - Regular Board Meeting- February 17, 2015
 - Worksession- Budget- February 17, 2015
 - Worksession- Budget- February 18, 2015
 - Worksession- Budget- February 19, 2015
 - B. **Orders & Resolutions**
 - Order 15-02-007C, In the Matter of Making Corrections to Terms on the Coos-Curry Housing Authority Board
 - Resolution 15-02-029B, In the Matter of a Transfer of Expenditure Appropriations in the Amount of \$15,000 Within the County Forest Fund

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

Contract with KCBY for Production Services- HHS
Concrete Removal from Joe Ney Disposal Site- SW
Purchase of Stihl KombiMotor- Community Corrections- \$830
Job Description/Advertise/Fill Parole & Probation Officer I Position- Community Corrections
Purchase of Server & Application Monitor Software- IT- \$4,046.25
Renewal of Social Games Permit for Coquille Valley Elks #1935- BOC

D. Software Licenses/Maintenance Agreements (authorize Chair to sign where necessary)

DOTNETNUKE Website Management Software License- IT- \$5,698
Solar Winds DameWare Software License/Maintenance- IT- \$832

5. GOVERNING BODIES

- A. Request Approval of Revised Drug & Alcohol Policy- CCAT
- B. Request Approval of Coastline Services Access Agreement- Library Service District
- C. **Request Approval of Resolution Addition Additional Appropriations- CCAT**

6. LATE AGENDA ITEMS

- A. Request Approval of Contract with South Coast Business Employment Corp- HHS
- B. Request Approval of Contract Amendment #2 with ODOT/Approve Resolution- Treasurer
- C. Request Approval of Training Classes- IT

7. COMMISSIONERS REPORTS

BOC only:
Consent Agenda _____
Regular Agenda _____

**COOS COUNTY AREA TRANSIT SERVICE DISTRICT
AGENDA ITEM COVERSHEET**

Agenda Item Title: Resolution 15-02-031B Adding Additional Appropriations

Department: Treasurer/Tax

Requested Agenda Date: 3/4/2015

Contact Person: Russ Pedersen

Phone/Ext.: 541-266-7029

Background and description of need or problem: ODOT's Public Transit Division has issued an amendment to Coos County's grant agreement #29510 increasing STF funding by \$24,801. The grant is used as matching/operating funds for Coos County Area Transit Service District.

Coos County subcontracts transit services to Coos County Area Transit Service District

Funding Source: ODOT-Public Transit Division & Coos County

Requested Action: Approve & sign Resolution 15-02-031B

Date: 2/26/2015

Signature of Dept. Head: Banks

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

COUNSEL: _____

HUMAN RESOURCES: _____

BOC forwards signed Contract/Grant to: Treasurer
Commissioners Initials to Place on Agenda ONLY: _____

50

1 COOS COUNTY AREA TRANSIT SERVICE DISTRICT
2 BOARD OF COMMISSIONERS
3 COUNTY OF COOS
STATE OF OREGON

4 In the Matter of Making an Additional)
Appropriation in the Amount of \$24,801) RESOLUTION
5 Within the Coos County Area Transit) 15-02-031B
6 Service District Fund)

7 THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting
8 held March 4, 2015, and whereas the Oregon Department of Transportation-Public Transit
9 Division has increased funds to Coos County in the amount of Twenty-four Thousand Eight
Hundred One Dollars (\$24,801); and

10 WHEREAS, the above stated amount to provide public transit services was not
11 anticipated and was not included in the budget; and

12 WHEREAS, the above stated amount should be appropriated according to O.R.S.
13 294.338(2);

14 NOW, THEREFORE, BE IT RESOLVED that an additional amount of Twenty-Four
15 Thousand Eight Hundred One Dollars (\$24,801) be appropriated as follows:

16 COOS COUNTY AREA TRANSIT SERVICE DISTRICT FUND
Resources

17 123-0000-331.05-14 HHS-Support Svs & Sr Ctrs \$ 24,801

18 Expenditures

19 CC Area Transit Department

Material & Services

20 123-9917-419.22-01 Other Expense \$ 6,000

Capital Outlay

21 123-9917-419.65-25 Sr. & Handi. Trans. (ODOT) 18,801

22 \$ 24,801

23 DATED THIS _____ day of March 2015.

24 BOARD OF COMMISSIONERS

25
26 _____
Commissioner

Commissioner

Commissioner

27 Prepared by:

28 B. White
Budget Office

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Contract with South Coast Business Employment Corp. (SCBEC)

Department: Health & Human Services

Requested Agenda Date: 03/03/2015

Contact Person: Ginger Swan

Phone/Ext.: 541-751-2547

Background and description of need or problem: This contract allows South Coast Business Employment Corp AAA program to refer clients to be seen for Mental Health Services.

No County General Funds will be used for this contract.

Funding Source: n/a

Requested Action: Approve contract with SCBEC

Date: 02/20/2015

Signature of Dept. Head: *Ginger Swan*

By Carrie McKim

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If this is a contract or grant:

- Is the contract or grant an original? (2)
- 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:** SS

Treasurer: OK B

Human Resources: n/a

BOC forwards signed Contract/Grant to: 1 original to H&HS –MH, Carrie McKim
1 original to Clerk's office for filing

6A

CONTRACT / GRANT SUMMARY FORM

Clerk's File C&A No.: _____ (complete after filed with Clerk) Internal Contract/Agreement or Grant No.: SCBEC/AAA #5 PY 14

Name/Agency Name and Address: SCBEC, PO Box 1118, Coos Bay, OR 97420

Contact Person: JJ McLeod Phone No. 541-269-2013

Amount of Contract/Grant Award: \$ 31,860

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

Start Date: 10/01/2014 End Date: 06/30/2015

County Department and Employee Responsible for Performance: Mental Health, David Geels, Director

Description: This MH contract is for SCBEC/AAA to refer clients to us for Mental Health Services

FINANCIAL INFORMATION

STATE %	OTHER %	FEDERAL % (CFDA # Required)	Catalog of Federal Domestic Asst. *(CFDA) Number
<u>100%</u>			

*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:

- Under \$5000
- Under \$50,000 for Quotes
- Under \$150,000 & Approval from Board for Quotes
- Sole Source
- Contract with Public Agency

- Equipment Maintenance
- Office Supplies
- Used Vehicles
- State Purchasing
- Other _____

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5000
- Under \$50,000 for Quotes
- Under \$100,000 & Not a Transportation Project for Quotes

- Alternative Contracting Method Approved by Board
- Other _____

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: JJ

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Amendment #2 to STF/STO Agreement #29510 and Resolution 15-02-031B and 15-02-031B

Department: Treasurer/Tax

Requested Agenda Date: 3/4/2015

Contact Person: Barton

Phone/Ext.: 7729

Background and description of need or problem: ODOT's Public Transit Division has issued an amendment to grant agreement #29510 increasing STF funding by \$24,801. The grant is used as matching/operating funds for Coos County Area Transit Service District.

Coos County subcontracts transit services with Coos County Area Transit Service District

Funding Source: ODOT-Public Transit Division

Requested Action: Approve & sign Agreement #29510 amendment #2 and Resolution 15-02-030B & ratify 15-02-031B

Date: 2/26/2015

Signature of Dept. Head: Barton

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Departments Affected: Counsel

COUNSEL: Ad

BOC forwards signed Contract/Grant to: Treasurer

Commissioners Initials to Place on Agenda ONLY: _____

6B

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

4 In the Matter of Making an Additional)
5 Appropriation in the Amount of \$24,801) RESOLUTION
6 Within the Administrative Grant Fund) 15-02-030B

7 THIS MATTER HAVING COME BEFORE the Board of Commissioners at a meeting
8 held March 3 2015, and whereas the Oregon Department of Transportation-Public Transit
9 Division has increased funds to Coos County in the amount of Twenty-four Thousand Eight
10 Hundred One Dollars (\$24,801); and

11 WHEREAS, the above stated amount is to provide public transit services subcontracted
12 through Coos County Area Transit Service District was not anticipated and was not included in
13 the budget; and

14 WHEREAS, the above stated amount should be appropriated according to O.R.S.
15 294.338(2);

16 NOW, THEREFORE, BE IT RESOLVED that an additional amount of Twenty-Four
17 Thousand Eight Hundred One Dollars (\$24,801) be appropriated as follows:

18 ADMINISTRATIVE GRANT FUND

19 Resources

20 105-0000-334.06-05 ODOT-Sr. & Handicapped \$ 24,801

21 Expenditures

22 Miscellaneous Department-Administrative Grant Division

23 Materials & Services

24 105-9906-480.33-51 ODOT-CCAT Transit Service \$ 24,801

25 DATED THIS _____ day of March 2015.

26 BOARD OF COMMISSIONERS

27 _____
28 Commissioner

Commissioner

Commissioner

29 Prepared by:

30 Bark
31 Budget Office

BOC only:
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Request Approval for Purchase of Training Classes from Global Knowledge

Department: Information Technology

Requested Agenda Date: 3/3/15

Contact Person: Daris Bouthillier

Phone/Ext.: 7739

Background and description of need or problem: This is to request approval for 4 training classes from Global Knowledge in the amount of \$8,915.93 (avg cost of class \$2228.98). This is to take advantage of the current discounts available when taking 4 classes, which will save \$3,664.93 and 1 of the classes will actually start in just a few weeks. All four classes, are on-line classes and include Cisco Networking, Configuring Windows 8 and Server Hyper V and fit with our schedules and classes will be completed by June 30, 2015. Global Knowledge with the discounts is the low quote.

Funding Source: 001-4002-419.30-05 Training & Travel

Requested Action: Approve purchase of training classes from Global Knowledge in the amount of \$8,915.93.

Date: 2/25/15

Signature of Dept. Head: Daris Bouthillier

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Departments Affected:

COUNSEL: OKAY - DIANNA DAGUE

TREASURER: B

HUMAN RESOURCES: n/a

BOC forwards signed Contract/Grant to: n/a

Commissioners Initials to Place on Agenda ONLY: _____

bc

Quotes:

Windows 8 Configuring:

TLG Learning:	\$2750
ONLC:	\$2795
Global Knowledge	\$2228.98

ICND1 (Cisco Networking):

Boson Training:	\$2995
Interface	\$2795
Global Knowledge	\$2228.98

ICND2 (Cisco Networking):

Boson Training	\$2995
Interface	\$2795
Global Knowledge	2228.98

Server Virtualization w/ Windows Server HyperV and System Center:

TLG Learning -	\$2850
Global Knowledge -	\$2228.98

Recommend: Low Quote – Global Knowledge in the amount of \$8,915.93