

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
August 21, 2018
8:30 A.M.

1. **EXECUTIVE SESSION under the authority of ORS 192.660**
 - A. (2)(e) Real Property Transactions
 - B. (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. **DEPARTMENT HEADS**
 - A. Request Approval of Contract Amendment with Peggy Davidson- Coos Health & Wellness (CHW)
 - B. Request Approval of Contract Amendment with Columbia Care for Rental Assistance Program- CHW
 - C. Request Approval of Contract with Waterfall Community Health Center- CHW
 - D. Request Approval of Lease Amendment with Brad Shely- CHW
 - E. Request Approval of Contract with Bay Area Copiers- CHW
 - F. Request Approval of Low Quote for Tree Removal Service- Sheriff/Animal Shelter
 - G. Request Ratification of Approval of Revised Job Description for Assistant Land Agent- Surveyor
 - H. Request Approval of Resolution 18-08-149P, Payroll Changes- Human Resources (HR)
 - I. Request Approval of Standard Insurance Group Policy Amendment & Authorize Chair to Sign- HR
 - J. Request Approval of Contract with HGE, Inc. for Dora-Sitkum RFPD Vehicle Garage Project- Counsel

4. **CONSENT CALENDAR- administrative matters not up for discussion**
 - A. **Approval of Minutes**
 - Joint Workgroup Minutes- July 31, 2018
 - Regular Meeting Minutes- August 7, 2018

 - B. **Orders & Resolutions**
 - Order 18-08-055C, In the Matter of Appointing Lisa DeSalvio to the Coos-Curry Housing Authority Board
 - Order 18-08-056C, In the Matter of Reappointing Members to the Coos County Library Service District Board
 - Resolution 18-08-127P, In the Matter of Line Item Changes Effective July 1, 2018
 - Resolution 18-08-128P, In the Matter of a Personnel Transfer for Kyle Seals Effective August 1, 2018
 - Resolution 18-08-129P, In the Matter of a Personnel Transfer for Macie McCurdy Effective Retroactive to July 1, 2018
 - Resolution 18-08-130P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Retroactive to July 1, 2018
 - Resolution 18-08-131P, In the Matter of a Longevity Increase for Staci Leep Retroactive to June 1, 2017
 - Resolution 18-08-132P, In the Matter of a Personnel Transfer for Solid Waste Personnel Retroactive to July 1, 2018
 - Resolution 18-08-133P, In the Matter of a Reclassification for Patricia Crawford, a Coos County Employee, Effective August 1, 2018

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.

Resolution 18-08-134P, In the Matter of a Personnel Transfer for Mark Mahlum Within the Sheriff's Department Effective August 1, 2018
Resolution 18-08-135P, In the Matter of a Personnel Transfer for Ernest Mitchell Within the Sheriff's Department Effective August 1, 2018
Resolution 18-08-136P, In the Matter of a Personnel Transfer for Toby Floyd Within the Sheriff's Department Effective August 1, 2018
Resolution 18-08-137P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
Resolution 18-08-138P, In the Matter of a Personnel Transfer for Jimmy Lay Within the Sheriff's Department Effective August 1, 2018
Resolution 18-08-139P, In the Matter of a Salary Adjustment Due to Certification for Adam Slater a Coos County Employee, Retroactive to July 1, 2018
Resolution 18-08-140P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective August 1, 2018
Resolution 18-08-142P, In the Matter of a Longevity Increase for Darren Thompson Effective August 1, 2018
Resolution 18-08-143P, In the Matter of Filling a Vacant Position Effective August 1, 2018
Resolution 18-08-144P, In the Matter of Filling a Vacant Position Effective August 7, 2018
Resolution 18-08-145P, In the Matter of a Salary Adjustment Due to Certification for Kelley Andrews, a Coos County Employee, Effective July 1, 2018
Resolution 18-08-146P, In the Matter of a Salary Adjustment Due to Certification for Meggan McLarrin, a Coos County Employee, Effective August 1, 2018
Resolution 18-08-147P, In the Matter of a Reclassification for Kyle Seals Retroactive to May 24, 2018
Resolution 18-08-148P, In the Matter of a Pay Adjustment/Stipend for Macie McCurdy and Joanna Colton Retroactive to July 1, 2018
Resolution 18-08-150B, In the Matter of Increasing the Cash on Hand in the Health & Wellness Fund

C. **Items Previously Approved (authorize Chair to sign where necessary)**
Aerial Spray Contract SP-1-18 with Western Helicopter Services- Forestry

D. **Maintenance Agreements**
Nor-Pac Maintenance Agreement Renewal & Ratify Sheriff's Signature- Sheriff

5. **CCAT GOVERNING BODY**

A. Request Approval to Pay Workers Compensation Invoice for 2018/19

B. Request Approval to Purchase Bus Stop Seating & Adopt Sole Source Finding- late agenda item

6. **LATE AGENDA ITEMS**

A. Request Approval to Purchase Windows/Reports for Electronic Health Records, Adopt Sole Source Findings & Ratify Director's Signature- CHW

B. Request Approval to Create RN Integrated Care Coordinator Position, Advertise/Post & Fill- CHW

C. Request Approval of Resolution & Authorize Chair to Sign Agreements with Nationwide & Voya- HR

D. Request Approval of Resolution to Fill Vacant Position- HR

E. Request Approval of Inadvertent Discover Plan for Dora-Sitkum RFPD Vehicle Garage Project-Counsel

7. **COMMISSIONERS REPORTS**

BOC only:
Consent Agenda _____
Regular Agenda _____

LATS AGENDA ITEM COVERSHEET / CCAT

Agenda Item Title: Simmie Seat Invoice

Department: CCAT

Requested Agenda Date: ²¹13 Aug 2018

Contact Person: Sergio Gamino

Phone/Ext.: 5712324674

Background and description of need or problem: CCAT recently applied for and was awarded an ODOT grant for \$15,840 to use toward the purchase of bus stop seating. We had an anticipated project cost of \$19,800 however decided to slightly increase our purchase to allow for seat installation throughout the county instead of just along our fixed route lines of service. We are seeking approval to pay our invoice to Simmie Seat's of \$23,088.00 for the purchase of 36 seats with accompanying dividers and poles. You have recently signed the accompanying state contract for these monies.

This is a sole-source procurement; the findings are attached.

Funding Source: STF/STIF General operating fund

Requested Action: *Approve the purchase of bus stop seating and adopt the sole source findings.*

Date: 8/13/2018

Signature of Dept. Head: *Sergio Gamino / s/ dd*
Counsel's Office

For all 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?

County Counsel NT

Treasurer MS

Human Resources /

EB

Simme LLC

555 Cherry Drive
Eugene, Oregon 97401
(541) 338-7993
Fax (541) 338-7993
T. I.N. 93-1287276

INVOICE

Simme LLC Order Number: 0030157
Att: Sergio Gamino, Transit Manager
Coos County Area Transit
93781 Newport Lane
Coos Bay, Oregon 97420
(541) 267-7111

Purchase Confirmation Approval: Signed by Sergio Gamino 6/4/2018

P.O. DATE	CONTACT	CONTACT	SHIP VIA	F.O.B. POINT	TERMS
		Sergio Gamino	Mohawk Truck		

DATE	QTY	DESCRIPTION	UNIT PRICE	TOTAL
7/20/2018	36 each	Simme-Seats (RAL 2011) Includes All Install Hardware	\$498.00	\$17,928.00
	24 each	Simme Poles (RAL 9016)	\$90.00	\$2,160.00
	12 each	Simme Dividers (RAL 9016)	\$130.00	\$1,560.00

	ORDER TOTAL	\$21,648.00
Shipping w/24 Hour Notice		\$1,440.00
	TOTAL	\$23,088.00

THANK YOU FOR YOUR BUSINESS!

Dianna Dague

From: Sergio Gamino <sgamino@scbec.org>
Sent: Thursday, August 16, 2018 2:11 PM
To: Dianna Dague
Subject: RE: Sole Source Findings

Hi Dianna,

Here were my findings to sole source these seats *per ORS 279B.075(2)(d): are available from only one source*

Simmie-seats were purchased to address a number of community needs here in Coos County. The biggest reason was that due to a large number of transients in our county, we wanted a seat that still offered accessibility to our aging and disabled population while at the same time kept people from camping out who were not necessarily waiting to get on the public bus. This seat not only allows our riders to sit two people comfortably in their own personal space, it also saves on wasted space from a traditional 6 ft. park bench where you typically don't see more than two people sitting together. Simmie is the sole source for this type of product, nationwide. Another feature we were looking for was a seat that offers more clearance for our already narrow sidewalks here in Coos County. The advantage of this new Seat, is that it maintains approximately 2 inches more clear path on the sidewalk for mobility devices and does not take away from available sidewalk space.

Please let me know if I can provide any further information.

Sergio

Respectfully,

Sergio Gamino
Transit Program Manager
Coos County Area Transit - CCAT
93781 Newport Lane
Coos Bay, OR 97420

CCAT Main Line - 541-267-7111
Ofc - 541-266-7029
Cell - 571-232-4674

From: Dianna Dague [mailto:ddague@co.coos.or.us]
Sent: Wednesday, August 15, 2018 3:28 PM
To: Sergio Gamino <sgamino@scbec.org>
Subject: Sole Source Findings

Sergio --- As just discussed by phone, please email me your "findings" for the sole source purchase and I'll attach that to your agenda item. Email to ddague@co.coos.or.us.

Dianna Dague, Legal Office Manager
Office of Legal Counsel
Coos County Courthouse

BOC only:
Consent Agenda _____
Regular Agenda _____

LAE AGENDA ITEM COVERSHEET

Agenda Item Title: Echo - MISA

Department: Coos Health & Wellness

Requested Agenda Date 8/21/18

Contact Person: Ginger Swan

Phone/Ext.: 541-266-6788

Background and description of need or problem:

This proposal is with the Echo Group for MISA, to create new windows and reports for our electric health records. This is a sole source agreement for EHR to enhance product performance, *per ORS 279B.075(2)(a) that the efficient utilization of existing goods requires the acquiring of compatible goods/services as our electronic health vendor is Echo group.*
No County General Funds will be used for this contract.

Funding Source: 021-1300-441.36-01

Requested Action: Approve ^{the purchase} and adopt the sole source findings and ratify Ginger's signature.

Date: 8/15/18

Signature of Dept. Head: *Ginger Swan*

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. ___

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Departments Affected:

Counsel: *NT*

Treasurer: *MS*

Human Resources: *[Signature]*

BOC forwards signed Contract/Grant to: 1 to *Clerk's office for filing*

GA

CONTRACT / GRANT SUMMARY FORM

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

Contract/Agreement/Grant No.:

Name/Agency Name and Address: The Echo Group, 15 Washington St., Conway NH, 03818

Contact Person: Scott Taylor Phone No. 603-447-8600

Amount of Contract/Grant Award: \$ 12,250.00

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

Start Date: 08/21/18 End Date: 08/20/19

County Department and Employee Responsible for Performance: Coos Health & Wellness, Ginger Swan, Director

Description: This proposal is with The Echo Group for MISA, to create new windows and reports for our electronic health records.

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 CDFA 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 subsource
 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: MS

BOC only: Consent Agenda _____
Regular Agenda _____

LAKE AGENDA ITEM COVERSHEET

Agenda Item Title: Create new RN Integrated Care Coordinator position and post & advertise until filled

Department: Coos Health & Wellness

Requested Agenda Date 8/21/18

Contact Person: Ginger Swan

Phone/Ext.: 541-266-6788

Background and description of need or problem: The Health Promotions department needs to create a RN Integrated Care Coordinator position which is needed to further the integrated health approach of CHW. This person will ensure that the clients select to see a care provider and follow through with the care plan. They will also track the emergency department utilization of these clients and working to improve their overall health & wellness in a team care approach with case managers, providers, & CHW staff. The AFSCME union has approved this position. This is not a budgeted position, however, there are funds in the program for this position.

No County General Funds will be used for this contract.

Funding Source: 021-1300-441.36-10

Requested Action: Approve additional RN Integrated Care Coordinator position and post & advertise until filled

Date: 8/9/18

Signature of Dept. Head: _____

Ginger Swan

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Departments Affected:

Counsel: MS

Treasurer: MS

Human Resources: CB

WB

DESCRIPTION OF POSITION

Revision Date: July 25, 2018

1.	Classification Title: RN Integrated Care Coordinator
2.	Working Title: RN Integrated Care Coordinator
3.	Department: Health Care Integration and Promotion
4.	Pay Grade: 442 Position Is: Full Time <input checked="" type="checkbox"/> Part Time <input type="checkbox"/> Extra Help <input type="checkbox"/> Seasonal <input type="checkbox"/> Other _____ Excluded from Bargaining Unit? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> AFSCME Eligible for Overtime? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
5.	What is the purpose of this position? The Integrated Care Coordinator functions as a core member of a behavioral health/physical health collaborative care team that involves the member's primary care provider, psychiatrist, mental health case manager, other healthcare providers and ancillary staff, with a focus on management of individuals with high cost/high needs, more complex conditions and those who are not progressing as expected
6.	Essential functions of position. (Reason position exists is to perform these functions.) Duties that must be performed to accomplish the purpose of the position include, but are not limited to: <ol style="list-style-type: none"> 1. Carries a short-term caseload comprised of individuals who are frequent utilizers of inpatient and emergency department settings, and others with more complicated care needs as determined by the treating LMP and PCP. 2. Monitors members (in person and by telephone) for changes in clinical symptoms and treatment side effects or complications and communicates as liaison with the Physical Health Integration Team (PHIT). Partner with external case management programs to coordinate care. 3. Oversee systems for identifying high risk patients through EHR, referrals. Develop a tracking system for patient care coordination and care management across the continuum, including care transitions, Primary and Specialty care. 4. Supports medication management prescribed by the physician team, focusing on treatment adherence, side effects and other complications, and effectiveness of treatment within their scope of practice. 5. Participates in regularly scheduled (usually weekly) caseload consultation with the Integrated Care Team and ensures coordination and communication with involved specialty providers and inpatient/institutional settings. 6. Participates in morning meetings and daily huddles. 7. Track member follow-up, gaps in care and clinical outcomes using the EHR registry and other population health tools. Documents in person and telephone encounters in the registry and uses the system to identify and re-engage members who may be lost to follow-up. As well as, follow-up with patients within 24 hours on inpatient discharge & within 48 hours of ED visit notification 8. In collaboration with the assigned primary case manager, facilitates treatment plan changes for members who are not improving as expected in consultation with the Integrated Care Team. Develop care plans to prevent disease exacerbation, improve outcomes, increase patient engagement in self-care, decrease risk status, and minimize hospital and ED utilization These may include changes in medications or psychosocial treatments or appropriate referrals for additional services. Works with the assigned primary case manager to implement treatment plan changes and updates. 9. Assist patients in navigating the health care system. Coordinate Specialty care, follow-up on test results and other care coordination needs. Utilize behavioral strategies help patients adopt healthy behaviors and improve self-care in chronic disease management. Promote self-management goals 10. Provides support and education to families and natural supports on treatment options.
7.	List the minor duties assigned to this position. <ul style="list-style-type: none"> • Maintain company's productivity and quality measures.

DESCRIPTION OF POSITION

- Complete all required documentation in a timely manner consistent with company guidelines.
- Manage and complete assigned work tasks by deadlines.
- Demonstrate dependability, reliability, and professionalism.
- Maintain professional relationships and appropriate boundaries with participants, service providers, and internal and external customers.
- Respond to emails and returns phone calls within 24 hours or the next business day.
- Maintain cooperative and effective workplace relations with members of the patient centered treatment team.
- Comply with required workplace safety standards
- Comply with company's incident reporting procedures.
- Participate in regular staff meetings, required training programs, clinical supervision, etc.
- Maintain confidentiality and adherence to HIPAA rules at all times.
- May be required to be part of on-call rotations after hours.
- Other duties as assigned.

8. Supervision

- This position is supervised by the Health Care Integration and Promotion Director.
- This position does not supervise any staff.

9. Working conditions of position.

Position is located at Coos Health & Wellness, in an office setting. Hours are Monday through Friday from 8:00 am to 5:00 pm. Occasional travel may be required for training. Position may require some stooping, bending, and lifting of files (up to 20 pounds.)

10. List required special skills, licenses, certificates, etc.

- This position requires a Bachelors of Nursing Degree.
- Must be licensed by the State of Oregon as a Registered Nurse. Experience in mental health services preferred. Skill in dealing with the mentally ill and their families preferred.
- Must be able to read and interpret laboratory reports. Must be capable of working in a Windows environment. Must be able to learn/utilize computer medical record system, including use of newer office technologies.
- Must have good time-management skills; ability to prioritize tasks and work in a fast-paced environment; and good clinical writing/composition skills. Must have ability to prepare concise and complete reports and patient records. Must have good communication skills.
- Regular and consistent attendance is required. Must be able to maintain appropriate boundaries in client interactions.
- Must be able to accept supervision and adhere to County and Department policies. Must be able to establish and maintain harmonious working relationships with other employees, maintain a positive attitude, and represent the County and the Department in the community in a positive manner.
- Bi-lingual a plus.

11. Is operation of motor vehicle required? Yes No

12. List equipment, tools, machines used in performance of duties.

Computer, printer, postage machine, multi-line phone, copy machine, fax machine.

BOC only: Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: BOC to approve and sign Resolution 18-08-150 C.

Department: HR Department

Requested Agenda Date: August 21, 2018

Contact Person: Caroline Barr

Phone/Ext.: 541-396-7580

Background and description of need or problem: Resolution 84-12-159C established a Deferred Compensation Plan for Coos County employees and Elected Officials. Employees for Coos County are currently able to choose from three providers for deferred compensation pre-tax contributions: Nationwide, Voya, or Oregon Savings Growth Plan. Human Resources would like to offer an option for employees to contribute to deferred compensation post-tax into individual Roth accounts. Section 457(b) of the Internal Revenue Code permits government entities to amend their 457(b) deferred compensation plans to allow designated Roth contributions for employees. Request Board to approve Resolution 18-08-150 C amending the 457(b) plans to include designated Roth Contribution Accounts.

Funding Source: N/A

Requested Action: Approve Resolution 18-08-150 C allowing post-tax contributions for Deferred Compensation. Chair to approve and sign Agreements with Nationwide and Voya.

Date: 8/15/2018

Signature of Dept. Head: CBAM

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Departments Affected:

COUNSEL: NJ

TREASURER: MJ

HUMAN RESOURCES: OB

BOC forwards signed document to Counsel's office.

bc

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

3 In the Matter of Amending Resolution) R E S O L U T I O N
4 84-12-159C to allow designated Roth)
5 Contributions from Coos County) 18-08-150C
6 Employees and Elected Officials)

7 NOW BEFORE THE Board of Commissioners sitting for the transaction of
8 County business on the 21st day of August, 2018 is the matter of establishing
9 a Roth Contribution Deferred Compensation Plan for Coos County employees and
10 Elected Officials; and

11 WHEREAS Resolution 84-12-159C established a Deferred Compensation Plan
12 for Coos County Employees and Elected Officials; and

13 WHEREAS Section 457 of the Internal Revenue Code permits government
14 entities to amend their 457(b) plan to allow designated Roth contributions and
15 in-plan rollovers to designated Roth accounts;

16 NOW THEREFORE, BE IT RESOLVED that the Coos County Board of
17 Commissioners hereby amends the 457(b) plans to allow for designated Roth
18 Contribution Accounts from Coos County Employees and Elected Officials.

19
20 DATED THIS _____ day of _____, 2018.

21
22 BOARD OF COMMISSIONERS

23
24
25 _____
Commissioner

Commissioner

Commissioner

BOC only: Consent Agenda _____ Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: BOC to approve Resolution 18-08-151 P

Department: HR Department **Requested Agenda Date:** August 21, 2018

Contact Person: Caroline Barr **Phone/Ext.:** 541-396-7580

Background and description of need or problem: After a five day posting for applicants, Adam Gill has been selected to fill the IT Systems Administrator position. Request Board to approve and sign Resolution 18-08-151 P

Funding Source: N/A

Requested Action: Board to approve and sign Resolution 18-08-151 P.

Date: 8/20/2018 **Signature of Dept. Head:** CBarr

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Departments Affected:
COUNSEL: NJ

TREASURER: _____

HUMAN RESOURCES: OB

BOC forwards signed document to Counsel's office.

60

1 BOARD OF COMMISSIONERS

2 COUNTY OF COOS/STATE OF OREGON

3 In the Matter of Filling a) R E S O L U T I O N
4 Vacant Position Effective) 18-08-151 P
5 August 20, 2018)

6 THIS MATTER HAVING COME BEFORE the Board of Commissioners at a regular
7 meeting held August 21, 2018; and

8 WHEREAS, Adam Gill is currently employed as a Help Desk Manager for the
9 Coos County Information Technology Department; and

10 WHEREAS, a vacant position was posted for IT Systems Administrator with
11 the Coos County Information Technology Department and Adam Gill was the most
12 qualified applicant for the position;

13 THEREFORE BE IT RESOLVED that Adam Gill be promoted to the non-union
14 position of IT Systems Administrator under Line Item 001-4002-419.10-01 with a
15 salary in the amount of Three Thousand Eight Hundred and Sixteen dollars
16 (\$3,816) per month, Grade 780, Step 1, effective August 20, 2018;

17 BE IT FURTHER RESOLVED Adam Gill's anniversary date shall be September 1
18 each year.

19 DATED THIS _____ day of _____, 2018.

20 BOARD OF COMMISSIONERS

21
22
23 _____
24 Commissioner

Commissioner

Commissioner

BOC only:
Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Approving Coos County Inadvertent Discovery Plan on proposed vehicle garage site for the Dora-Sitkum Rural Fire Protection District Vehicle Garage Project.

Department: Counsel's Office **Requested Agenda Date:** 8/21/2018

Contact Person: Nathaniel Johnson **Phone/Ext.:** 7690

Background and description of need or problem: The Community Development Block Grant from the U.S. Department of Housing and Urban Development for the proposed Dora-Sitkum Rural Fire Department Vehicle Garage requires the County to approve the attached Inadvertent Discovery Plan. This is part of the Environmental Review process for the proposed vehicle garage site. The Inadvertent Discovery Plan outlines procedures in the event any archaeological materials are uncovered during ground disturbing activities on the proposed site, which is located on Sitkum Lane, at a location near the center of Section 10, Township 28S, Range 10W, WWM in Myrtle Point, Oregon.

Funding Source: N/A

Requested Action: Approve Inadvertent Discovery Plan related to the proposed site of the Dora-Sitkum Rural Fire Protection District Vehicle Garage.

Date: 8/16/2018 Signature of Dept. Head: Nathaniel Johnson

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Departments Affected:

COUNSEL: NJ

TREASURER: MS

HUMAN RESOURCES: N/A

GE