

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room
May 20, 2014
8:30 A.M.

1. **EXECUTIVE SESSION**
A. ORS 192.660 (2)(d)

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/PUBLIC HEARINGS**

- A. Library Service District Budget Hearing
- B. 4H/Extension Service District Budget Hearing
- C. Coos County Area Transit Service District Budget Hearing
- D. Coos County Budget Hearing

4. **DEPARTMENT HEADS**

- A. Request Approval of Funding Request from Coos Watershed Association- Treasurer
- B. Request Approval of Contract Amendment with SHAMA- Health & Human Services (HHS)
- C. Request Approval of Contract Amendment with Coos Bay School District- HHS
- D. Request Approval to Create/Advertise/Fill Network Administrator Position- HHS
- E. Request Approval to Create/Advertise/Fill Secretary III Position- HHS
- F. Request Approval of Non-Disclosure Agreement with Verizon Wireless & Authorize Chair to Sign- Sheriff
- G. Request Approval of Contract Amendment with ConMed- Sheriff/Jail
- H. Request Approval to Transfer Funds- Sheriff/Animal Control
- I. Request Approval of Various Grant Modifications- SCINT
- J. Request Approval to Advertise/Fill Crime Victims Assistance Coordinator Position- District Attorney (DA)
- K. Request Approval to Reclassify CVA Assistant Coordinator Position- DA
- L. Request Approval of 2 Step Increases for Kara Brooks- DA
- M. Request Approval of Resolution Dedicating Funds for Vote Tally System- County Counsel/Clerk

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

- A. **Approval of Minutes**
 - Administrative Services Workgroup- March 25, 2014
 - Health & Human Services Workgroup- March 25, 2014
 - Public Safety Workgroup- March 25, 2014
 - Public Works Workgroup- March 25, 2014
 - Road Advisory Committee- March 31, 2014
 - Regular Meeting Minutes- April 1, 2014
 - Regular Meeting Minutes- April 15, 2014

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.

Administrative Services Workgroup- April 22, 2014
Health & Human Services Workgroup- April 22, 2014

B. Orders & Resolutions

Resolution 14-05-058L, In the Matter of Coos County Forestry Department Participating in TOPS Program
Resolution 14-05-061P, In the Matter of a Longevity Increase for Laurie Burke Effective May 1, 2014
Resolution 14-05-062P, In the Matter of a Promotion for Jan Waldo Effective Retroactive to April 1, 2014
Resolution 14-05-063P, In the Matter of Granting Salary Merit Step Increase for Peter Cooley & Tracy Herning Retroactive to April 1, 2014
Resolution 14-05-064P, In the Matter of Granting Salary Merit Step Increases for Various Coos County Employees Effective May 1, 2014
Resolution 14-05-065P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
Resolution 14-05-066P, In the Matter of a Longevity Increase for Robert Meichsner Retroactive Effective April 24, 2014

C. Items Previously Approved (authorize Chairman to Sign where necessary)

Purchase of 50 Conference Room Chairs, plus shipping- HHS- \$7,889.50
Contract for Workstation Cabling with Reese Electric- HHS- \$968
Contract for Electrical Wiring/Outlet Installation with Reese Electric- Maintenance- \$663
Engagement Letter for Legal Services- County Counsel
Agreement with Coos Fire Protective Assoc for Firewise Communities Program- County Counsel
Liquor License Renewals for the Following: Oceanside RV Park, Bandon Crossings Golf Course (2), Old General Store, Watson Ranch Golf Course (2), Wagon Wheel Grocery, Halfway Tavern, Coos Bay Speedway, Bandon Dunes (2), Bridge Country Store, Hauser Store, Sunset Market, Walt's Pourhouse (temporary license)

E. Software Licenses/Maintenance Agreements (authorize Chair to Sign where necessary)
Copier Maintenance Agreement- Surveyor

6. LATE AGENDA ITEMS

- A. Request Approval of Agreement with Advantage Dental & Authorize Chair to Sign- HHS
- B. Request Approval of Memorandum of Understanding with Advantage Dental Clinics- HHS
- C. Request Approval of Order 14-03-015PL, Vacating an Alleyway- Planning
- D. Request Approval of Orders Appointing David Koch to CCD Business Development Corp.- BOC
- E. Request Approval of Order Appointing Aaron Leep to Coos County Fair Board- BOC

7. COMMISSIONERS REPORTS

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Advantage Dental – Ready to Smile

Department: Health & Human Services

Requested Agenda Date: 5/20/2014

Contact Person: Ginger Swan

Phone/Ext.: 7790

Background and description of need or problem: Advantage Dental and Ready to Smile desire to contract with each other to provide dental screening and assessment services to children in grades K – 8. To enter into such a contract, the Board must approve the attached Professional Services Agreement.

Funding Source:

Requested Action: Approve and authorize chair to sign Professional Services Agreement

Date: 5/15/14

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: ES

TREASURER: na

BOC forwards signed Agreement to : HHS - AM: Carnie McKim

6A

CONTRACT / GRANT SUMMARY FORM

Clerk's File C&A No.: _____ (complete after filed with Clerk) Internal Contract/Agreement or Grant No.: _____

Name/Agency Name and Address: Advantage Dental Clinics, LLC, 442 SW Umatilla Ave., Ste 200, Redmond, OR 97756

Contact Person: R. Mike Shirtcliff, DMD Phone No. 541.504.3983

Amount of Contract/Grant Award: \$ -0-

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

Start Date: 9/01/2013 End Date: 6/30/2014

County Department and Employee Responsible for Performance: HHS, thru Public Health / Ginger Swan

Description: Professional Services Agreement; Ready to Smile program for certain dental services

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 _____
- 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 thru Oregon Health Plan and a non-profit organization

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: _____

BOC only:
Consent Agenda _____
Regular Agenda _____

AGENDA ITEM COVERSHEET

Agenda Item Title: Memorandum of Understanding (MOU) with Advantage Dental Clinics

Department: Health & Human Services

Requested Agenda Date: ~~04/15/2014~~
5/20/2014

Contact Person: Ginger Swan

Phone/Ext.: 541-751-2547

Background and description of need or problem: This MOU is a partnership between Advantage Dental and Women, Infants & Children (WIC) program to provide free limited dental hygiene services to WIC clients.

Funding Source: n/a

Requested Action: Approve MOU and authorize BOC Chair to sign

Date: ~~04/01/2014~~ 5/20/2014

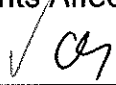
Signature of Dept. Head: 


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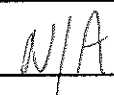
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- If insurance is required, is the insurance certificate attached?
- Is the Clerk's Coversheet attached or do you want it returned to you for filing?

Departments Affected:

Counsel: 

Treasurer: 

Human Resources: 

BOC forwards signed Contract/Grant to: 1 original to HHS-MH Program, Attn: Carrie McKim
1 original to Clerk's office for filing



CONTRACT / GRANT SUMMARY FORM

Clerk's File C&A No.: _____ (complete after filed with Clerk) Internal Contract/Agreement or Grant No.: _____

Name/Agency Name and Address: Advantage Dental Clinics, 442 SW Umatilla Ave, Ste 200, Redmond, OR 97756

Contact Person: R. Mike Shirtcliff Phone No. 541-504-3983

Amount of Contract/Grant Award: \$ 0

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

Start Date: 01/01/2014 End Date: 12/31/2014

County Department and Employee Responsible for Performance: Health & Human Services Public Health Program, Ginger Swan, Director

Description: This PH MOU provides free limited dental hygiene services to WIC clients

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
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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 no money involved thru Oregon Health Plan and a non-profit organization
 Alternative Contracting Method Approved by Board
 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

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	_____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Vacation of a portion an alleyway located in Block 32 in the Plat of "City of Coos Bay"

Department: Planning Department **Requested Agenda Date:** May 20, 2014

Contact Person: Jill Rolfe, Planning Director **Phone/Ext.:** 7770

Background and description of need or problem: The Board received the petition and information concerning this proposal and initiated this process May 6, 2014. The map and descriptions are attached to the Order No. 14-03-015PL (attached). Staff (Roadmaster and Planning) and the County Surveyor have recommended adoption.

Funding Source: Applicants (Miller/Evans)

Requested Action: Adopt Order No. 14-03-015PL

Date: 5/13/14 **Signature of Dept. Head:** Jill Rolfe

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Departments Affected:

COUNSEL: OH-JS

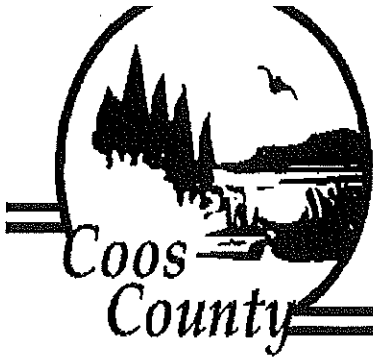
TREASURER: _____

HUMAN RESOURCES: _____

BOC forwards signed ^{order} Contract/Grant to: Planning Dept.

Commissioners Initials to Place on Agenda ONLY: _____

bc



COOS COUNTY ROAD DEPARTMENT

1281 W. Central Street, Coquille, Oregon 97423

(541) 396-7665

FAX (541) 396-1023

JOHN ROWE
Roadmaster

April 8, 2014

Jill Rolfe
Planning Director

Re: Vacation VAC-14-02, Block 32, City of Coos Bay Subdivision
T25S, R13W, Section 13BA
Applicant: Emerson Miller

I visited the site on April 7, 2014. Both sides of the alleyway between Tax Lots 4900 and 5000 are owned by Emerson Miller. Access to the alley between Tax Lots 4800 and 5001 in Block 32 would be via East Bay Road. There is a steep bluff between Tax Lots 4900/5000 and Tax Lots 4800/5001. I do not foresee any future develop of the alley between Tax Lots 4900 and 5000 for through traffic.

The proposed vacation of a portion of alley between Tax Lots 4900 and 5000, Block 32, of the City of Coos Bay Subdivision would be in the public interest because of the new property tax income it will create.

Thank you,

John Rowe
Roadmaster

BOC only: Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Appointment to CCD Business Development Corp Board of Directors

Department: BOC

Requested Agenda Date: 5/20/14

Contact Person: Melissa Cribbins

Phone/Ext.: 7539

Background and description of need or problem: Donna Nichols has resigned her position on the CCD Board of Directors, and David Koch has been selected to be her replacement. The term is set to expire 6/30/14, so orders have been written to fill the remainder of this term and to reappoint Mr. Koch for another one-year term.

Funding Source: n/a

Requested Action: Approve Orders 14-05-034C & 14-05-035C, appointing David Koch to the CCD Business Development Corp Board of Directors

Date:

Signature of Dept. Head: _____

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County Counsel _____ n/a _____

Treasurer _____ n/a _____

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

3 In the Matter of Reappointing Members to the) O R D E R
4 CCD Business Development Corporation)
5 Board of Directors) 14-05-035C

6 NOW BEFORE THE Board of Commissioners sitting regularly for the transaction
7 of County Business on the 20th day of May 2014 is the matter of reappointing David
8 Koch to the CCD Business Development Corporation Board of Directors;

9 AND IT APPEARING to the Board that the candidate is duly qualified and willing
10 to serve on the CCD Business Development Corporation Board of Directors;

11 NOW, THEREFORE, IT IS HEREBY ORDERED that David Koch is reappointed
12 to the CCD Business Development Corporation Board of Directors for a one-year term,
13 said term set to expire June 30, 2015.
14

15
16 DATED this _____ day of May, 2014.
17

18
19 BOARD OF COMMISSIONERS
20

21 _____
22 Chair

21 _____
22 Commissioner

21 _____
22 Commissioner

BOC only: Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Appointment to Coos County Fair Board

Department: BOC

Requested Agenda Date: 5/20/14

Contact Person: Melissa Cribbins

Phone/Ext.: 7539

Background and description of need or problem: Cathy Mann has resigned from the Fair Board, so an appointment needs to be made to fill the remainder of her term; term ends 12/31/14.

Funding Source: n/a

Requested Action: Approval of Order 14-05-036C, appointing Aaron Leep to the Coos County Fair Board

Date: _____ **Signature of Dept. Head:** _____

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County Counsel _____

Treasurer _____

