

REVISED AGENDA
COOS COUNTY BOARD OF COMMISSIONERS
Owen Building Large Conference Room, 201 N. Adams, Coquille
or Virtually at <https://meet.goto.com/801779829>
February 6, 2024

1. **8:30 AM- EXECUTIVE SESSION under the authority of ORS 192.660, - in the small conference room. The public is excluded from this portion of the meeting**
 - A. (2)(e) Real Property Transactions
 - B. (2)(h) Consultation with Counsel

2. **9:30 AM PUBLIC PORTION OF THE MEETING, BEGINNING WITH THE PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

3. **DEPARTMENT HEADS**
 - A. Request Approval of Reclassification for Chad Wilkinson- Veterans

 - B. Request Approval of IGA #44300-000260006-0 with OHA & Authorize Mike Rowley to DocuSign- Coos Health & Wellness (CHW)

 - C. Request Approval of IGA #44300-00026103 with OHA & Authorize Mike Rowley to DocuSign- CHW

 - D. Request Approval of IGA #44300-00026182 with OHA & Authorize Mike Rowley to DocuSign- CHW

 - E. Request Approval of IGA with The Lighthouse School- CHW

 - F. Request Appointment of Interim Public Health Program Administrator/Public Health Director- CHW

 - G. Request Approval to Post & Double-fill MH Specialist III Position #94- CHW

 - H. Request Approval of Job Description for Representative Payee/Approval to Post & Fill Position- CHW

 - I. Request Approval of Contract for Environmental Monitoring, Reporting & Consulting; Authorize Chair to Sign- Solid Waste

 - J. Request Approval to Pay Invoice from Wyatt Timber- Road

 - K. Request Approval to Pay Invoice From Public Surplus- Road

 - L. Request Approval to Hire Allen Churchill at Step 3- Sheriff

 - M. Request Approval to Hire Daniel Thibault at Step 3- Sheriff

 - N. Request Approval to Post & Fill Appraiser Position- Assessor

 - O. Request Approval of Mediation Services Contract with Kristen Jocums- State Courts

 - P. Request Approval of Mediation Services Contract with Stuart Watson- State Courts

 - Q. Request Approval of IGA #6608 with Dept. of Corrections & Authorize Chair to Sign- Community Corrections

 - R. Request Approval to Purchase 2024 Ford Explorer 4x4- Community Corrections

 - S. Request Award of Contract for Salary/Compensation Study- County Counsel

 - T. Request Approval of Contract with Jeff Marineau for Appraisal Services- County Counsel

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.

- U. Request Approval of Order Approving Transfer of Solid Waste Collection Franchise- County Counsel
- V. Request Approval of USGS Joint Funding Agreement for Stream Gages- BOC

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

A. Approval of Minutes

Worksession- Allegany Access Issues- January 9, 2024
Worksession- Fair Board Interviews- January 10, 2024
Worksession- Discussion re: Jail Funding- January 11, 2024
Regular Meeting Minutes- January 16, 2024
Workgroup Minutes- January 23, 2024
Worksession- OSU/Extension Building- January 23, 2024
Worksession- Budget Preparation- January 24, 2024
Worksession- Discussion re: Sobering Center- January 24, 2024

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

Transfer of Appropriation Within Department- Parks- vehicle lease

C. Orders & Resolutions

Order 24-01-007C, In the Matter of Appointing Chrystine Deuel to the Local Alcohol and Drug Planning Committee
Order 24-01-008C, In the Matter of Reappointing Members to the Local Alcohol and Drug Planning Committee
Resolution 24-01-010P, In the Matter of a Personnel Transfer for John Blanc Within the Coos County District Attorney's Office Effective February 1, 2024
Resolution 24-01-011P, In the Matter of Classifying and Placement of Various Employees on the Regular Coos County Payroll Effective Their Hire Date
Resolution 24-01-012P, In the Matter of Paying Working Out of Class Pay for Jared Young Effective February 1, 2024
Resolution 24-01-013P, In the Matter of a Longevity Increase for Dede Clements Effective February 1, 2024
Resolution 24-01-014P, In the Matter of Granting Longevity Increases for Various CCSO Employees Effective February 1, 2024
Resolution 24-01-017P, In the Matter of Granting Salary Merit Step increases for Various CCSO Employees Effective February 1, 2024

D. Post-Action Notifications Pursuant to County Rule 10.043 (5)

Contract with Christine Celeste- CHW- relocation/sign-on bonus agreements
Contract with Apex Air Northwest- CHW- replacement of failing HVAC components
Amendment to IGA #180006-5- CHW- funding increase to Public Health grant
Contract Amendment with Rye Tree Service- Forestry- additional planting

E. Software Licenses/Maintenance Agreements

Subscription Renewal with Relias LLC- CHW- annual user subscription renewal

5. **LATE AGENDA ITEMS**

- A. Request Approval to Increase Spending Authority for Scanning Project- CHW

6. **COMMISSIONERS REPORTS**

7. **CITIZEN COMMENTS- limited to 3 minutes per person**

BOC only: Consent Agenda _____
Regular Agenda _____

LATE AGENDA ITEM COVERSHEET

Agenda Item Title: Request for Spending Authority Approval for Records Scanning Project

Department: Coos Health & Wellness

Requested Agenda Date: 2/6/2024

Contact Person: Mike Rowley

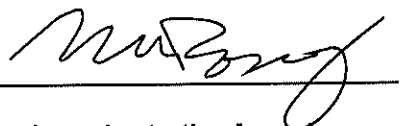
Phone/Ext.: 541-266-6700

Background and description of need or problem: The Board authorized spending authority of department head, Mike Rowley, in an amount up to \$120,000.00 at the BOC meeting on May 3, 2022, to utilize non-subscription service contract with Chavez, pursuant to agreement #0486. The cost to complete scanning and cataloging behavioral health paper records exceeded the \$120,000 previously approved. An additional amount, not to exceed \$27,000, is needed to pay final invoicing for job completion.

Funding Source: 021-1300.441.36-01

Requested Action: Board to approve and authorize spending authority of department head, Mike Rowley in an amount not to exceed \$27,000.

Date: 1/29/2024

Signature of Dept. Head: 

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 Filing Coversheet attached?
- Do you want this returned to you for filing?

County Counsel CT

Treasurer MS

Human Resources _____

CONTRACT / GRANT SUMMARY FORM

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

Contract/Agreement/Grant No.: 0396(if applicable)

Name/Agency Name and Address: Chavez Consulting, Inc. (CCI)

Contact Person: Karen Kolb

Phone No: 541-523-1029 x451

Email: karen@chavesconsulting.com

Amount of Contract/Grant Award: \$ Up to \$27,000 (NTE)

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

Effective Date: upon execution Start Date: _____ (if different from effective date, i.e. retroactive / prospective date)

End Date: _____ (if known)

County Department and Employee Responsible for Performance: Coos Health & Wellness, Mike Rowley, Director.

Description: Pursuant to County agreement, Resolution 21-11-226L, Non-subscription service contract with Chavez to scan and catalog CHW paper charts. Mike Rowley granted spending authority in an amount not to exceed twenty-seven thousand dollars (\$27,000.00).

Staff Requirements: New Existing Subcontract

Will unemployment cost be incurred? Yes No

FINANCIAL INFORMATION (Fill out this section only if the County is receiving funds)

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 its own summary form.

New

Renewal

Modification

Previous Amount: \$

Original Amount: \$

Previous Date:

Original Date:

PUBLIC CONTRACTING INFORMATION (Fill out this section only if the County is spending funds)

Method of Selection:

- Bid None
- Quote Other Resolution 21-11-226L
- 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
- 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 Resolution 21-11-226L

Public Improvement - If Not Using Bid, Mark Exemption:

- Under \$5,000
- Under \$50,000 for Quotes
- Between \$50,000 and \$100,000 for Quotes and Prevailing Wage Requirements

- 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

Date Approved by BOC: _____

Reviewed by Counsel: CT