



Board of Commissioners' Administrative Meeting  
April 21, 2020 ~ 1:00 pm~ Room 219

4/21/2020 - Minutes

**1. To Watch A Live Stream Of This Meeting, Click The Link Below Or Go To  
Www.klamathcounty.org**

**2. Call To Order & Those Present**

Commissioner Morris, Commissioner DeGroot, Commissioner Boyd, Sandy Cox/Admin Staff, Amanda VanRiper/HR, Stephanie Brown, Tom Crist/CDD

**3. Approve Minutes From Last Meeting**

Commissioner Morris approves minutes from last meeting.

**4. Amanda Van Riper - Human Resources**

**1. Department Request - CDD On-Site Reclassification**

Amanda VanRiper/Stephanie Brown address the Board. Commissioner DeGroot motions to reclassify Sarah Hill from Waste Water Specialist I to an Environmental Health Specialist II, Commissioner Morris seconds. Commissioner Boyd asks what the plan is for Ramona Hill who is the current supervisor? Commissioner DeGroot says they are working on a plan. Unanimous vote. Approved

**2. Department Request - DD FTE Increase Request**

Amanda VanRiper addresses the Board. Commissioner Morris motions to correct the scrivener's error regarding the wage, Commissioner DeGroot seconds. Unanimous vote. Approved

**3. Department Request - CDD Building**

Amanda VanRiper/Stephanie Brown address the Board. Commissioner DeGroot motions to rehire Gene Duffy as Part Time, Commissioner Morris seconds. Commissioner Boyd asks where we are at with hiring another Commercial Electrical Inspector? Brown says we have had the position posted for two years with no applicants, at this time we only have a part time Commercial Electrical Inspector. Commissioner DeGroot indicates with the current pay scale we are having a difficult time hiring anyone. Stephanie Brown clarifies that they will only use him on an on-call basis up to 19 hrs a week. Commissioner Morris asks if we can classify as part time/on-call. VanRiper indicates yes we can. Discussion about the difference between part time and on-call. Commissioner DeGroot amends motion to rehire

classify him as part time/on-call, Commissioner Morris seconds. Unanimous vote. Approved

**5. CDD - Request For Exception To Contracting Policy**

Tom Crist/Stephanie Brown addresses the Board regarding an exception to policy for direct appointment of AECOM from 25K to 100K. Commissioner DeGroot clarifies that they have spoken to contract department about this? Crist responds yes. DeGroot explains that the State amounts have increased to 100K over the years and the County's amount has remained 25K, recommends we amend County Contracting Policy to follow State guidelines. Commissioner DeGroot motions to approve the exception to policy for direct appointment of AECOM up to 100K, Commissioner Morris seconds. Unanimous vote. Approved.

**6. BOCC**



- 1. Follow From Gov Call Re Open Framework**  
not addressed

**7. Other County Business**

None

**8. Adjournment**

1:17pm

Audio recordings of all proceedings are available at the County Commissioners' office. The meeting facility is handicap accessible. Persons needing materials in alternate format or communication access, should telephone this office at 541-883-5100  (voice/TDD) or the ADA Coordinator at 541-883-4296  at least 48 hours in advance of the scheduled meeting.

Klamath County Commissioners' Weekly Calendar is subject to change without notice.

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