



Board of Commissioners' Administrative Meeting  
August 27, 2019~ 1:00 pm ~ Room 214

8/27/2019 - Minutes

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

Commissioner Boyd; Commissioner DeGroot; Sandy Cox/Admin Staff; Lisa Jackson/Human Resources; Stephanie Brown/CDD; Melina Johnson/District Attorney Office, Chris Kaber/Sheriff, Jennifer Little, Lance Lindow, Ramona Hill/Public Health; Jessica Chastain/Information Technology; Rick Vaughn/Tax Collector; Leslie Barlow-Hunter/Contracts Manager

**2. Approve Minutes From Last Meeting**

Commissioner Boyd approves the minutes from the August 20, 2019 Admin meeting.

**3. Stephanie Brown/Mark Gallagher - CDD**

Stephanie Brown addresses the Board. Commissioner DeGroot motions to approve the fee waiver, Commissioner Boyd seconds. Unanimous vote. Approved

**4. Lisa Jackson - Human Resources**

**1. Department Request - HR Position Reclassification**

Lisa Jackson addresses the Board. Commissioner Boyd motions to reclassify the "Human Resources Manager" to now be a non exempt position "Senior Specialist", Commissioner DeGroot seconds. Unanimous vote. Approved

**5. Eve Costello / District Attorney, Chris Kaber / Sheriff**

Melina Johnson addresses the Board and gives history of large animal contract and how it ended up being under the District Attorney's budget. Commissioner Boyd indicates that he has spoken with Eve Costello and she prefers to keep the contract in the DA budget, however can not just renew the agreement without going out for RFP. Commissioner Boyd said that Eve was suppose to get ahold of the Humane Society and see if they would be willing to accept the contract at \$9,999.00 to avoid having to go out for RFP.

Commissioner DeGroot asks why cant be sole sourced? Leslie Barlow-Hunter responds there may be a large animal Vet may be interested in offering the service. Melina questions what really needs to be done, Barlow-Hunter indicates someone could call 3 separate large animal Vets and see if they are interested, goes over what needs to be done, Commissioner Boyd indicates he will make the necessary calls. Chris Kaber agrees that the contract should stay under the DA's office.

**6. Betty Riley / SCOEDD**

Betty Riley addresses the Board, explains the IGA for Regional Housing Program grant application. Commissioner Boyd motions to sign the IGA and authorize the Chair to sign, Commissioner Boyd seconds. Unanimous vote. Approved

## **7. Jennifer Little - Public Health**

### **1. Funding For Potential Public Health Project**

Jennifer Little addresses the Board regarding the bed bug issue in our community, asks the Commissioners to consider funding in partnership with Klamath Housing Authority and Cascade Health Alliance to purchase heating units to kill the bugs. Ramona Quinn explains how the heating process works. Lance Lindow elaborates further on process. Commissioner Boyd comments on the cost related to electric for these machines how would it affect the low income folks, Little responds that Cascade Health Alliance has "flex" funds to help out in those cases. Commissioner Boyd asks if these issues are mainly a landlord issue, Jennifer Little indicates yes, and would also like to see an Ordinance to be able to cite landlords if they aren't taking care of the bugs. Commissioner Boyd asks if the County helps purchase the units, is there a way to recoup that funding in the future? Little responds would need to look at a program plan with partners. Rick Vaughn makes a suggestion for the Landlord Association to get involved as well. Discussion about the amp service these units would require. Diana Otero/Klamath Housing Authority indicates that there are also propane options. Jennifer Little states the goal is to create a robust program to tackle the problem, but needs to know if funding is available to even get started. Commissioner DeGroot would like to talk to the Landlord Association first, he will call them. Commissioner DeGroot asks how many packages/units do we need to purchase/how much are they looking for? Commissioner DeGroot, as a landlord himself, indicates there may be some real issues with tenants as they are the ones bringing the bugs into the units. Further discussion about education. Lindow further indicates an Ordinance in would hold landlords and tenants accountable. Commissioner Boyd wants to know who would enforce the Ordinance. Jessica Chastain comments that Multimedia could help on the education piece. Commissioner Boyd thinks we need to work on education and an Ordinance, not sure where we would get funding to help purchase the units. Commissioner DeGroot suggests a "rental" program for these units to build funding to maintain and/or replace the units. Commissioner DeGroot wants to know how many units are needed, who is participating/funding, who will administer the program, then evaluate after the program is up and running 6 months before looking at an Ordinance. Commissioner DeGroot would like to know if the City is willing to play and who will administer the program before he makes a decision. Jennifer Little just wants to know if it's even worth the time to continue the discussion. Commissioner Boyd doesn't think the government should have to take care of this problem, Landlords and tenants should really work this out and fund it, however doesn't have a problem trying to come up with a solution help solve the problem. Quinn states that's why we need an Ordinance. Commissioner Boyd asks staff to get back on a future agenda.

## **8. BOCC**

**1. CDBG (SCOEDD) Publication Costs**

Betty Riley addresses the Board, publication for the Hearing was approximately \$472.00, would the County be willing to share the costs with her, she has 300.00 available? Commissioner consensus is that the County will split the bill, will figure out where the funding will come from.

**2. Census Complete Count Committee - DDG**

Commissioner DeGroot indicates the City will be tasking a City staff member to help with the Complete Count Committee, the City is wanting to know if the County is willing to do the same? Commissioner Boyd thinks the Census needs to be completed and funded entirely by the Federal Government and they shouldn't be passing those duties on to the County/City. Commissioner DeGroot agrees, but those County's that are participating and have the most accurate count are receiving the greatest benefit. Rick Vaughn suggests obtaining volunteers. Commissioner Boyd asks about what the time commitment would be? Commissioner DeGroot is not sure. Commissioner Boyd suggests hiring Klamath Works in conjunction with the City. Commissioner DeGroot will talk to the City Manager, Commissioner Boyd will talk to Klamath Works and bring it back.

**3. Request From KLCAS - County ESG Certification**

Commissioner Boyd reviews the letter that KLCAS wants the County to sign. Commissioner Boyd will reach out to Brad Winters in Lake County to see if they signed something like this. Commissioner DeGroot would like to know the status of the Organization before signing anything.

**4. Response Letter To Mr. Withers**

Commissioner Boyd reads response letter to Mr. Withers and explains what Mr. Withers is willing to do to correct the problem. Commissioner Boyd motions to sign the letter holding off further action allowing Mr. Withers to return the property to the original state.

**9. Other County Business**

Jessica Chastain addresses the Board regarding the topic of Cyber Hygiene and what she has recently learned regarding some recent ransomware attacks in other States. Asks permission to sign up for a program with Department of Homeland Security to test our system, will not be any cost to the County. Commissioner Boyd asks how this would affect our daily computer workings? Chastain responds they wouldn't get to the actual computers themselves, just looking at the County's set up. Commissioner Boyd comments about other issues we have been having with our computers, believes that we have so much security that we are hindering our own ability to function, seems like other organizations aren't having the same problem. Chastain assures the Board that this will not hinder our daily operations. Consensus is for Jessica to move forward.

**10. Adjournment**

2:25pm

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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