



Board of Commissioners' Administrative Meeting
October 8, 2019 ~ 1:00 PM ~ Room 214

10/8/2019 - Minutes

1. Call To Order & Those Present

Commissioner Boyd, Commissioner DeGroot, Commissioner Morris, Sandy Cox/Admin Staff; Mika Blain/County Counsel, Sue Murphy/Finance; Eve Costello/District Attorney; Rick Vaughn/Tax Collector, Ryan Hamilton/Deputy Surveyor, Becca Robbins/Herald and News

2. Approve Minutes From Last Meeting

Commissioner Boyd Approves minutes from October 1, 2019 meeting

3. Lisa Jackson - Human Resources

1. Department Request – County Counsel/HR

Mika Blain addresses the Board requesting a 5% stipend for Leslie Barlow-Hunter for her assistance with HR during this staffing transition.

Commissioner Morris motion to pay 5% stipend, Commissioner Boyd seconds. Commissioner Boyd asks for how long? Blain responds, likely till the end of year when they get fully staffed and trained. Sue Murphy speaks to her staff that has also been helping out significantly with HR being short staffed, may potentially be an issue if they don't get a stipend as well.

Commissioner Morris thinks this is a little different as Ms. Barlow-Hunter spends 1/3 to 1/2 of her day assisting HR, asks Sue if her staff is spending this amount of time helping HR as well? Murphy responds not sure specific time amount but will get that information to the Board. Commissioner Morris would like to give Murphy a week to see how much time her employee/employees are spending helping out HR. Commissioner Boyd brings up the fact that if employees from other depts. are helping HR then HR should really be paying their stipend. Commissioner Boyd would also like to know the amount of time Finance employee/employees are spending helping HR, and move this to next week. Commissioner Morris withdraws motion.

2. Department Request - Code Enforcement

Not addressed

3. Department Request - District Attorney's Office

Commissioner Boyd reads memo from HR to move Cole Chase from a Step 3 to a Step 5. Eve Costello addresses the Board and explains further.

Commissioner Boyd asks where the money is coming from as during budget hearings the DA's budget was extremely tight. Eve explains, they have the money due to vacant positions? Commissioner Boyd says so come next year the DA's office will still want to fund those vacant positions and will be requesting even more money, correct? Eve replies correct. Commissioner Morris asks if she has a Chief Deputy? Eve replies no, but Cole is actually doing those duties. Commissioner Morris would like to see him reclassified as Chief Deputy rather than just bumping up steps. Eve responds that this is just how they took care of this sort of thing in the past. Commissioner Morris asked how she feels about the reclass idea? Eve brings up issues related to the Union. Mika Blain indicates that we would want to look at the CBA first. Commissioner DeGroot recalls that HR was going to prepare an RFP for County wide Class & Comp study and the Board wanted to hold off on these types of requests until that was completed. Commissioner Morris does not feel this request would be addressed in a class & comp study. Eve responds that a Class & Comp study would show that Klamath DDA's are significantly underpaid, they have DDA leaving to Deschutes County as we speak for much better pay. Commissioner DeGroot would like to talk to HR Director and see where we are with the RFP. Mika Blain indicates if the BOCC puts a County wide moratorium on merit increases then we should do it across the Board for all Depts. Commissioner Boyd further explains that during the budget process the DA's office was to be hiring more DDA's to alleviate the work load. Eve responds, the reality is that they can not find anyone to come for the wage we are offering. Commissioner Boyd again elaborates that the money was approved for hiring more people not to give current staff raises. Commissioner DeGroot proposes postponing any merit increases until can meet with HR Director about the Comp & Class. Commissioner Morris again says she doesn't think a Comp & Class study applies to this situation. Commissioner Boyd disagrees. Commissioner Morris motions to move Cole Chase from a step 3 to a step 5, no second, motion fails. Commissioner Boyd wants to move all three of the HR requests on the agenda today to another time.

Commissioner Boyd asks staff to schedule special meeting with HR Director to discuss Comp & Class study.

4. BOCC

1. Gateway To Town - KMM

Commissioner Morris would like the Board to think about our "Gateway" to downtown Klamath, as the County owns property at both ends, and what we can do to make the best of it. Commissioner Boyd asks shouldn't this be something the City should be doing this as it is the "Gateway" to downtown "City" of Klamath Falls? Commissioner Morris suggests collaborating with the City in this venture. Commissioner Boyd, just not convinced that we should use County tax funds to enhance any specific community. Commissioner Morris just wants the Board to think about it.

2. Surveyor Letters Of Interest Discussion

Sandy Cox addresses the Board with 2 letters of interest for the vacant Surveyor position, one individual does not meet the minimum requirements pursuant to ORS and present a letter for the BOCC to consider signing and sending to her indicating such. Commissioner DeGroot further explains that he has spoken to the Deputy Surveyor (Ryan Hamilton) and they recommend interviewing the one individual who is qualified, further suggests creating a paid Deputy Surveyor position for corner restoration work. Commissioner Boyd motions to sign the letter to the individual that does not qualify for the position, Commissioner Morris seconds. Unanimous vote. Approved. Next Commissioner Boyd does not feel qualified to interview a "Surveyor" would like to see a panel of individuals in the "surveying world", perhaps even a private surveyors, assembled to interview the qualified individual and make a recommendation to the BOCC. Commissioner Morris and Commissioner DeGroot agree. Board consensus is for Commissioner DeGroot to work with Deputy Surveyor/Public Works to assemble the panel and move this forward with interview and recommendation to the Board.

Ryan Hamilton also brings up IGA request with Jackson County Surveyor, our request for assistance if needed, will be coming before the Board in the coming weeks for signature. The agreement states that the amount will not exceed 100k, reminds Board that those funds can not come from the "Corner" fund would have to come from General Fund, does not think that it will come anywhere near the 100k, just wants the Board to be aware it's coming.

3. Tipping Point Resilience Funding Request

Review from previous agendas: Bob Kingzette is asking for 1500 to help with an event and the BOCC was to see if they could find the funding? Discussion if there will be any carry over in the Emergency Management fund, Sue Murphy responds, doesn't believe there will be. Commissioner DeGroot motions to take 1500 out of General Fund non-departmental to fund Cascadia Event, Commissioner Morris Seconds. Unanimous vote. Approved

4. BP Media Solutions Budget Proposal And Contract Discussion

Commissioner Morris presents documents from BP Media regarding a budget proposal with Marketing and Outreach, is looking for consensus to move forward. Commissioner Boyd asks if we can do better hiring a person to be a County employee (PIO) for 100k? Commissioner Morris elaborates that the 100k also includes advertising materials etc., if we hired a n employee we would have those additional expenses along with the salary. Commissioner Morris reminds the Board that we have already sent out and awarded the RFP, we should continue this path for now, an employee discussion could happen later down the road. Discussion that the BOCC already approved 75k out of General Fund non-departmental in a previous Finance meeting on September 24, 2019. Commissioner DeGroot motions to move forward with budget proposal from BP Media, Commissioner

Morris seconds. Unanimous vote. Approved

5. Airport Grant Support Letter

Commissioner DeGroot motions to sign the Airport grant support letter as presented. Unanimous vote. Approved

5. Other County Business

Commissioner DeGroot comments about how this meeting did get a bit contentious and how much he appreciated Mr. Vaughn's professionalism.

6. Adjournment

2:04 pm

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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