



WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
NOVEMBER 10, 2010

PRESENT: Dan Ericksen, Chair of County Commission
Sherry Holliday, County Commissioner
Kathy McBride, Executive Assistant

ABSENT: Bill Lennox, County Commissioner

At 9:05 a.m. Chairman Dan Ericksen called the meeting to order.

OPEN TO PUBLIC

Brian Tuck, OSU Extension Service Agent, informed the Board that OSU Extension Service is taking a proactive stance to decrease their overhead in light of the situation with the state's budget. They are looking at substantial cuts so they are now looking at regional administration. In addition to Tuck providing the local administrative leadership to Wasco County he has been selected to oversee the Hood River Extension Service Office and the Hood River Experiment Station. He will continue to be stationed in Wasco County.

Chairman Ericksen stated that Wasco County supported the Extension Service District; we expect the first line of services.

Some discussion occurred as to Tuck's additional responsibilities and the services that he will continue to provide to Wasco County.

Tuck noted that every state department will be looking at a minimum 25% budget reduction. The cost of personnel makes up 80% of the Extension Service's Budget. They will have to reduce personnel.

Some discussion occurred as to the number of employees at the Experiment Station and where their funding comes from.

WASCO COUNTY COURT
REGULAR SESSION
NOVEMBER 10, 2010
PAGE 2

Tuck informed the Board that they just hired their Family Community Development Agent. The position will serve five counties, Hood River, Wasco, Sherman, Gilliam and Wheeler. He is hopeful that the new employee will be on board by December. The employee will be stationed in Hood River County.

Further discussion occurred in regards to services provided by the OSU Extension Service Office.

Tyler Stone, Administrative Officer, asked how they are going to insure that the tax base in Wasco County is going to maintain the service level that the taxpayers paid for when they voted the Service District in.

Tuck stated what the Service District assures is that you will get the service. You may not get that much. The money will guarantee that someone will be here. What you have done is that you bought your future here; you will get faculty here. He is the Director of the region; that is guaranteed.

Tuck stated that Wasco County is the center of the Mid Columbia economy. Your base operations will be here. There are 19 service districts in the state; there are no multi-county service districts.

Stone stated it would be helpful for Tuck to put together what the service level is today so that we can have a baseline of what we are supporting today in case we get any questions from the public.

OPEN TO DEPARTMENTS

Hope Vance, Payroll/Human Resources Generalist, presented to the Board of Commissioners the recommendation of the Wasco County Wage and Classification Committee in regards to the Youth Services Juvenile Court Counselor Assistant and the reclassification of the Public Health Program Secretary Position, (Attached as Exhibit A).

Vance noted that the Committee did not approve the request from the North Central Public Health District to reclassify the Program Secretary Position to Administrative Assistant since there are positions throughout the County service which are performing duties outside their job description.

Stone stated that without having a compensation study done we would be doing it across the board for other Departments. The Committee opted to hold it until we have a good market study.

WASCO COUNTY COURT
REGULAR SESSION
NOVEMBER 10, 2010
PAGE 3

Some discussion occurred in regards to the reasons behind the request from the North Central Public Health District to have the positions reclassified to Administrative Assistant. Also discussed was the need to have the study done.

Stone stated that the Wage and Classification Committee talked about putting in another request to the Association of Oregon Counties to have it regionalize through some professional matrix or formula. He told the Committee that he will pursue this issue while he is attending the Association of Oregon Counties Conference next week.

{{{Commissioner Holliday moved to approve the recommendation of the Wasco County Wage and Classification Committee as to the creation of the Juvenile Court Counselor Assistant Position at the Wasco County Youth Services Department with the following salary schedule: Step 1, \$2,775.31; Step 2, \$2,914.29; Step 3, \$3,061.76; Step 4, \$3,214.53; and Step 5, \$3,373.66, and the denial of the request to reclassify the Public Health Program Secretary Position to Administrative Assistant. Chairman Ericksen seconded the motion; it was then passed unanimously.}}}

The Board and Stone discussed the proposal to relocate the Wasco County Veterans Service Office to the Transportation Center and the proposed Lease Agreement between the City of The Dalles and Wasco County.

Stone noted that there will be some amendments to the proposed Lease since the discussion before The Dalles City Council. Stone would like to see language included in the Agreement which states that the groups using the facility is responsible for opening and locking up the building after its use, as well as cleaning it up. The County will not staff it for community events.

Stone stated that there are costs for the relocation of the Veterans Service Office. There is no capital within their budget.

Chairman Ericksen noted some of the revisions that will be made to the proposed Lease Agreement.

Further discussion occurred.

The Board recessed at 10:06 a.m.

The Board reconvened at 10:12 a.m.

PRESENTATION on economic development in Wasco County; presented by Jessica Metta, Wasco County Economic Development Coordinator.

Chairman Ericksen stated that the Board has requested that Mid Columbia Economic Development District as Economic Development Coordinators for Wasco County make a monthly presentation to update the County on development activities, etc.

Jessica Metta, Wasco County Economic Development Coordinator, presented the economic development report at this time, (Attached as Exhibit B). Also present was Joan Silver, Chair of the Wasco County Economic Development Commission.

Some discussion occurred regarding items listed in Metta's report.

Silver stated that the Economic Development Commission does not necessarily make a pitch for funding from the County's budget. Mid Columbia Economic Development Commission has been doing an extraordinary job. They have been frozen in their contract amount and MCEDD is deserving and entitled to additional funding. Silver asked if the Board could consider increasing the funding allocation for the EDC Staffing Contract. They recognize that the Commission needs to be more visible in the communities.

Silver noted the funding dilemma that the Columbia River Gorge Commission, and the Oregon and Washington Investment Boards are facing.

Some discussion occurred.

It was noted that Ken Bailey was appointed to the Oregon Investment Board and that Keith Mobley does not want to be reappointed to the Economic Development Commission.

The Board recessed at 10:42 a.m.

The Board reconvened at 10:47 a.m.

WORK SESSION for Strategic Planning for Wasco County.

The continuation of the work session for strategic planning was called to order by Chairman Ericksen. Present was Tyler Stone, Administrative Officer, Andrea Klaas, Port of The Dalles Executive Director, Rod Runyon, Commissioner Elect, Scott Hege, Commissioner Elect, and Darcy Long-Curtiss.

Klaas noted that at the end of the last work session the group wrote down the following topics: Employees, Business Climate, Best Practices/Quality, Livability, Partnership/Teamwork, Dollars, and Infrastructure.

Klaas stated that the assignment for the group was to do a vision statement and not a mission statement.

Some discussion occurred.

Hege stated that he went to the County's website and did a search on the County's mission statements. There were all sorts of mission statements amongst the various Departments.

Stone noted that when Scott McKay was a County Commissioner the County did a mission vision process, which was then rolled down to Departments to develop their own missions, visions and objectives.

Runyon stated that he brought with him a copy of the mission statement that was already on the County's website. He handed out a copy of the statement at this time.

Stone stated that he wanted to have the group update the vision statement of the County's. The mission and vision statements are going to be compared against the existing ones.

Runyon stated that he did not write a new vision statement since the existing one is good.

Klaas had them break into groups to work on a vision statement.

Stone wrote on the Board the vision statement he wrote, which is "To provide for our citizens, community and employees a benchmark government; which is the catalyst for economic prosperity, employee satisfaction, and continuous improvement...while fostering partnerships".

Long-Curtiss and Chairman Ericksen wrote; "To have the stability in our County to be secure in the knowledge that essential services are provided to the constituents of Wasco County".

Klaas noted that a vision statement aligns people that facilitates goal setting and helps set priorities.

Hege stated that his was "Excellence in government – serving our citizens"

Commissioner Holliday read her vision statement.

Some discussion occurred on the proposed vision statements.

Hege had some questions as to how long the statement should be and how it will be used. All of the ones that he has seen have been very short.

Chairman Ericksen stated that there is nothing wrong with the County's current vision statement. He does not feel it is necessary to state that "to be the best". It is not realistic since most rural counties are stressed. We could be the best but only providing half the services that are necessary.

Stone stated that a vision statement does not have anything to do with financing. It is being the best at what services we are providing; doing what we can afford to do. In the County's current vision statement the only piece that he may or may not question is the rural piece. He thinks it is a decent vision.

Long-Curtiss asked is the vision the services that we provide, or is it the outcome or the result of what the community looks like.

A lengthy discussion occurred.

Four members of the group liked the County's current vision statement without the word "rural".

Hege's vision statement was preferred by Long-Curtiss and Hege.

When all of the proposed vision statements were compared the County's current vision statement was preferred.

Runyon stated that he likes the first three words on Hege's statement.

Klaas gave Runyon and Hege the assignment to take the County's current vision statement and the one written by Hege and to come up with a new vision statement.

Further discussion occurred.

Runyon stated that he rewrote the vision statement, which is "To promote excellence and be the best performing County government in Oregon".

Hege will come back with his suggestion of a vision statement.

Klaas went on to the mission statement. The County's current mission statement was reviewed.

Long-Curtiss stated that she pulled out key points from what was discussed last week and came up with this following statement: "Wasco County Government

provides essential public services in a customer-friendly, forward-thinking and fiscally responsible manner that is open and accessible to the public".

A lengthy discussion occurred on the County's current mission statement and the statement written by Long-Curtiss.

Chairman Ericksen, Hege and Commissioner Holliday liked the proposed statement written by Long-Curtiss.

Chairman Ericksen suggested rewording the statement to read "The mission of Wasco County Government is to ensure the provision of essential services in a customer-friendly, forward-thinking and fiscally responsible manner that is open and accessible to all".

Further discussion occurred on the proposed mission statement.

The majority of the group supported the following mission statement "The mission of Wasco County Government is to ensure the provision of essential public services in a customer-friendly, forward-thinking and fiscally responsible manner that is open and accessible to all".

The group discussed a date for the next work session. The next work session was scheduled for December 8, 2010 at 9 a.m.

Stone asked the group to return with a list of what they think their values are. He asked that the list be returned to his attention by no later than December 6th so that they can be compiled.

Stone pointed out that there is a definition for the word "values" in their packet (see Page 16); it can be one word or a simple idea.

CONSIDERATION of items listed on the Discussion List of November 10, 2010, (Attached as Exhibit C).

Item #1

Kathy McBride, Executive Assistant, informed the Board of what fees are taken out of the rent collected from the County's rental house located on the corner of Tenth and Walnut Street and the services that are received from the management company.

Chairman Ericksen requested that Fred Davis, Facilities Manager, provide to the Board a copy of what utilities are being paid from the rent collected.

Item #2

Some discussion occurred regarding the change in statute as to the elected County Surveyor. The County is now required to appoint the County Surveyor; the appointment would become effective on January 3, 2011 for a four year term.

Chairman Ericksen stated that the Board needs to appoint Dan Boldt as County Surveyor prior to the expiration of his current term. He also noted that the Board needs to appoint a new County Clerk. Linda Brown, Chief Elections Deputy is prepared to take on those duties. She has been employed by Wasco County for 31 years.

Some discussion occurred as to the appointment of the County Surveyor and County Clerk.

The Board directed staff to prepare Orders appointing Dan Boldt and Linda Brown as County Surveyor and County Clerk.

CONSIDERATION AND APPROVAL of the Regular Session Consent Calendar of November 10, 2010, (Attached as Exhibit D).

{{{Commissioner Holliday moved to approve the Regular Session Consent Calendar of November 10, 2010 as presented. Chairman Ericksen seconded the motion; it was then passed unanimously.}}}

The Board signed:

- Regular Session Minutes of August 11, 2010.
- Regular Session Minutes of October 13, 2010.
- Regular Session Minutes of October 20, 2010.
- Special Session Minutes of October 27, 2010.
- Regular Session Minutes of November 3, 2010.
- Order #10-123 in the matter of holding a Public Hearing to consider amending the Wasco County Code Compliance and Nuisance Abatement Ordinance.
- Order #10-124 in the matter of the reappointment of Andrea Klaas to the Wasco County Economic Development Commission.
- Order #10-125 in the matter of the reappointment of Donella Polehn to the Wasco County Economic Development Commission.

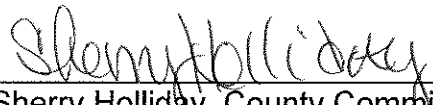
WASCO COUNTY COURT
REGULAR SESSION
NOVEMBER 10, 2010
PAGE 9

The Board adjourned at 12:36 p.m.

WASCO COUNTY BOARD OF
COUNTY COMMISSIONERS



Dan Ericksen, Chair of Commission



Sherry Holliday, County Commissioner

**Wasco County
Wage & Classification Committee**

Date: November 9, 2010

To: County Court

From: Tyler Stone
Wage & Classification Committee

Subject: Youth Services – Juvenile Court Counselor Assistant
Public Health – reclassification of Program Secretary

It is the recommendation of the Wage & Classification Committee to approve the position of Juvenile Court Counselor Assistant as Wage Class "K". This is a Non-Represented position, reporting to the Youth Services Director.

The Salary Range from the 2008/2009 Non-represented Salary Matrix for this position is as follows:

Step 1	Step 2	Step 3	Step 4	Step 5
\$2,775.31	\$2,914.29	\$3,061.76	\$3,214.53	\$3,373.66

It is also the recommendation of the Wage & Classification Committee not to approve the reclassification of the Public Health Program Secretary position to Administrative Assistant.

CC: Tyler Stone, BAS Administrator
Wage & Classification Committee Chairperson

Wasco County Board of Commissioners

Economic Development Commission Update: November 9, 2010

EDC News

- **Unincorporated Community Assistance:** Chair Silver, Commissioner Mobley and Jessica recently met with community leaders from Wamic and Pine Grove to discuss the benefits and opportunities provided by developing a grassroots community Strategic Action Plan. There was some interest in these communities in moving forward. The EDC will be available to help guide them through the process and to act as a resource for projects.
- **Project Updates:** Jessica submitted a letter of support from the EDC for the Washington Street Undercrossing project for the City of The Dalles. The City became aware of a flexible funds program grant through the Oregon Department of Transportation that is due on November 12th. They intend to apply for the tunnel portion of the Washington Street Undercrossing. Chuck Covert with Columbia Gorge Regional Airport and Mike Canon with Klickitat County Economic Development will be presenting at the November 16th Gorge PubTalk. The presentation at Solstice Café in Bingen will be "Columbia Gorge Airport Expansion Update – Potential Vendor & Entrepreneurial Opportunities". Mosier will be hosting a meeting of the state Economic Revitalization Team on December 6, 10am at the Thirsty Woman.
- **Columbia Gorge Bi-State Renewable Energy Zone:** CGBREZ is hosting a booth at the Small and Community Windpower Conference in Portland on December 7-9. Representatives from Wasco County Board of Commissioners are welcome to attend and should let Jessica know their availability. There is a registration fee.
- **EDC Meeting:** The EDC's next regular meeting is Thursday, November 18, 10am to 12pm at the Small Boardroom, Building 2, Columbia Gorge Community College in The Dalles. The EDC will be reviewing the needs and issues process in preparation for beginning the process for 2011 and will have discussion from the Commissioners on activities in their respective areas of the County. Everyone is welcome to attend.

Regional Economic News

- **Oregon Connections Telecommunications Conference:** The conference in Hood River on October 21 and 22 was very successful with over 200 attendees. The Planning Committee was pleased with the new location and plans will be progressing for next year's conference, scheduled for October 13-14 at the Hood River Inn.
- **MCEDD/OIB Loans:** Recently approved loans in Wasco County include one to the Riverenza for expansion of their business to include an espresso bar and café, additional funds to assist Fun Country's construction and working capital funds for Cruz Thru Grocery.
- **MCEDD News:** MCEDD is hiring a Mobility/ Project Manager. Details on the position can be found at mcedd.org. Resumes/ cover letters should be submitted by November 10. MCEDD was awarded a 2010 Excellence in Regional Transportation Award from the National Association of Development Organizations for the Gorge TransLink Alliance. The Excellence in Regional Transportation Awards showcase organizations for noteworthy projects and practices in rural and small metropolitan transportation planning, program delivery and special initiatives.
- **Oregon Investment Board:** The Columbia Gorge National Scenic Area Bi-State Advisory Council, composed of members of the Washington and Oregon Investment Boards, voted in October to adopt an update to the Columbia River Gorge National Scenic Area Economic Vitality Plan. The Plan serves as a framework for utilization of funding to support the economic development purpose of the National Scenic Area. The Oregon and Washington Investment

Boards and their respective staffs worked cooperatively in the development of this plan, to ensure a cohesive regional document to support what is truly a regional economy, crossing between the states of Oregon and Washington. It will be available for stakeholder review on the OIB website after November 10 at www.mcedd.org/oib.htm.

Funding Opportunities

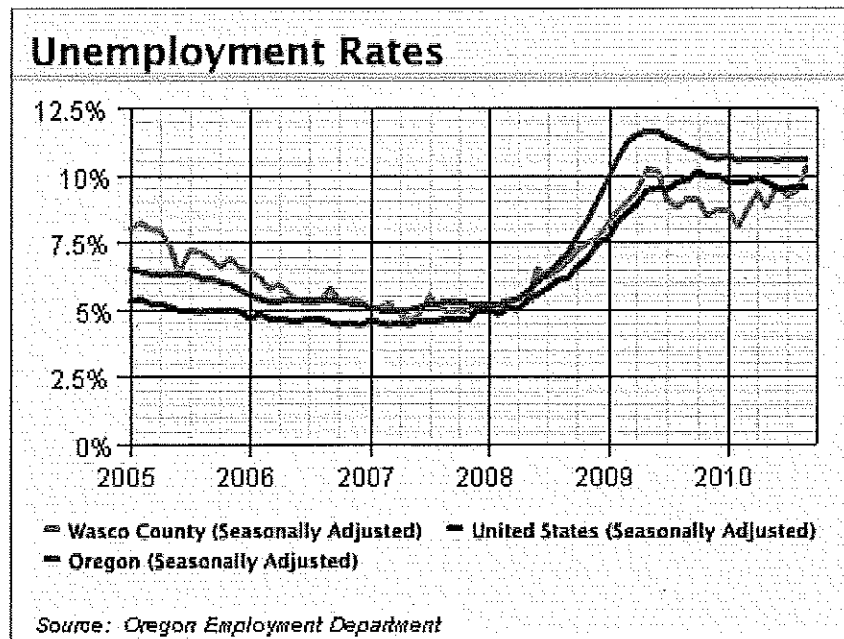
- SBA Disaster Assistance for Small Businesses:** Small, non-farm businesses are now eligible to apply for low-interest disaster loans from the U.S. Small Business Administration (SBA). These loans offset economic losses because of reduced revenues caused by the combined effects of a freeze, high winds and excessive rain that occurred in Wasco County from April 4 through June 6, 2010. Wasco is the primary county; neighboring counties are Clackamas, Gilliam, Hood River, Jefferson, Marion, Sherman, Wheeler and Klickitat (Washington). Economic Injury Disaster Loans (EIDLs) of up to \$2 million to help meet financial obligations and operating expenses which could have been met had the disaster not occurred. Eligibility for these loans is based on the financial impact of the disaster only and not on any actual property damage. Deadline to apply is June 21, 2011. Information and applications can be found at <http://www.sba.gov/services/disasterassistance/>.

Employment

Seasonally Adjusted Unemployment Rates (Source: Oregon Employment Department)

	September 2010	August 2010	September 2009
Oregon	10.6%	10.6%	11.0%
Wasco County	10.3%	9.4%	9.1%

Job losses continue in construction and picked up in leisure/ hospitality as the tourism season ends. Indian tribal government employment also experienced a loss.



-respectfully submitted by Jessica Metta, EDC Staff

**WASCO COUNTY BOARD OF COMMISSIONERS
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DISCUSSION LIST

ACTION AND DISCUSSION ITEMS:

1. Discussion on rental agreement for County owned property located on 10th and Walnut Street in The Dalles.
2. Discussion on the appointment process for the County Clerk and County Surveyor.
3. Consideration of the recommendations of the Wasco County Wage and Classification Committee.
4. Consideration of the approval of the Lease between the City of The Dalles and Wasco County for the relocation of the Veterans Services Office to the Transportation Center located at 201 E. Federal.

**WASCO COUNTY BOARD OF COMMISSIONERS
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November 10, 2010**

CONSENT CALENDAR

1. Regular Session Minutes of August 11, 2010.
2. Regular Session Minutes of October 13, 2010.
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