



WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MARCH 2, 2011

PRESENT: Sherry Holliday, Chair, County Commissioner
Scott C. Hege, County Commissioner
Rod L. Runyon, County Commissioner
Tyler Stone, Administrative Officer
Kathy McBride, Executive Assistant

At 9:02 a.m. the meeting was called to order by Chair Sherry Holliday.

DEPARTMENTS

Rick Eiesland, Wasco County Sheriff, introduced Lane Magill his newly appointed Chief Deputy Sheriff.

Sheriff Eiesland requested that the Board of Commissioners authorize him to start Magill at Step 3 of the Chief Deputy Sheriff Salary Schedule. The Salary Schedules for the Deputy Sheriff and Chief Deputy Sheriff are very close. You have to start an employee in the middle of the schedule in order to give the employee a raise in pay.

{{{Chair Holliday moved that Sheriff Rick Eiesland be authorized to start Lane Magill, Chief Deputy Sheriff, at Step 3. Commissioner Runyon seconded the motion; it was then passed unanimously.}}}

Sheriff Eiesland stated that he is proposing to close the Sheriff's Office between 12 p.m. and 1 p.m. The Sheriff's Office had been open 24/7 when the Office had dispatchers. When the Wasco County Communications Agency was established the Sheriff's Office was open for nine hours per day including the lunch hour. The Sheriff's Office Manager has conducted a study. Her thought is that they are losing time at the window. When you only have one person at the window they do not process any concealed weapon permits.

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Sheriff Eiesland stated that the Office would keep the window open until 5 p.m.; gaining one hour of office time. He would like to see how it works. They get approximately 22 walk-ins and phone calls during the lunch hour over a period of a month; less than one per day. He feels the proposal is better for the citizens; it gives them more time to get in here and lengthens the time for fingerprints and permits.

Sheriff Eiesland noted that the Oregon State Police has raised their price on what they charge to do fingerprints since it costs more to do electronic prints. He would propose to raise the Sheriff's Office fee from \$10 to \$15.

Commissioner Hege stated that he does not like the Courthouse being closed during the noon hour.

Some discussion occurred.

Jim Weed, Northern Oregon Corrections (NORCOR) Executive Director, discussed medical bills incurred by inmates while being incarcerated at NORCOR. Over the last ten years the County has paid a lot of money for these medical bills. Because of the nature of the medical bills being high he went and negotiated with the hospital; 50% reduction in the cost of bills that originated out of NORCOR for the four Counties if the bills are paid quickly. Weed is proposing that NORCOR would pay the bills and then they would turn around and bill the County for their inmates' medical bills at 50%. Weed is proposing that NORCOR set aside a pot of money during the next budget process to cover these expenses. Weed wondered if the Board has any concerns with this proposed process.

Some discussion occurred. The Board was in favor of Weed's proposal.

Weed asked that NORCOR be provided with an estimate on our costs for medical bills for County inmates.

Chair Holliday stated that Chief of Policy Jay Waterbury would like to remain on the NORCOR Budget Committee but he is unable to attend this year's Budget Session. She is suggesting that Captain Ed Goodman could fill in for Waterbury.

Chair Holliday asked if Tyler Stone, Administrative Officer, had anything to report on.

Tyler Stone stated that the "Language of Leadership" Training put on by Sari de la Motte is \$1,000 for a group rate of five. He sat through a similar training with Commissioners Hege and Runyon. They all felt it was very valuable and thought the training could be rolled out to members of the Senior Management Team.

Chair Holliday asked if there were any corrections or additions to today's agenda.

Kathy McBride, Executive Assistant, stated that Item #9 on the Consent Agenda was removed and an Order was renumbered.

Chair Holliday requested that Items #2 and #3 be removed from the Discussion List and placed on the Agenda.

Teri Thalhofer, North Central Public Health District Director, stated that they received a request to have someone serve on the Courthouse Safety Committee. Kristy Beachamp has been appointed and is willing to serve on the Safety Committee.

TERI THALHOFER, NORTH CENTRAL PUBLIC HEALTH DISTRICT DIRECTOR, AND KATHI HALL, NORTH CENTRAL PUBLIC HEALTH DISTRICT BUSINESS MANAGER. DISCUSSION on the proposed exemption from Competitive Bid for the purchase of New Client Billing, Charting & Data Management Software.

Thalhofer stated that the District is asking for the Contract Review Board to exempt from competitive bidding the purchase of the new client billing charting and data management software as noted in her handout, (Attached as Exhibit A). She noted that they have been looking over the last year for a data collection and electronic medical record system for the Public Health District. They have surveyed over 20 counties. There were three most common vendors found. A request for proposals was sent out to the three companies; four demonstrations were held. The selection committee has chosen a system that they would like to purchase. There is only one system that has all of the modules that they need.

A lengthy discussion occurred.

The following was noted during the discussion: any system purchased would speak to all the systems that Public Health uses to communicate with the state; the new system will help with information exchange; deposits would continue to be done as they are now; the District has been purchasing equipment along the way, such as computers; Paul Ferguson, Information Services Manager, has been a part of the selection committee and has attended the demonstrations; and the system is HR7 compliant.

Thalhofer stated that Netsmart is currently being used by Washington County; they have just implemented the clinical piece. OCHIN has a huge confidentiality issue. She feels it is a violation of the confidentiality of the client. OCHIN did not want to change it. Raintree did not respond back. KIPHS does not have an electronic medical record system.

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Kathi Hall, Business Manager, stated that they currently have \$51,000 in capital outlay. They received a notice from the state in October that they will be receiving additional funding. They are working with Monica Morris, Finance Manager, to find out if they can appropriate the additional funding this year or pay for part of it this year and part next year.

Some further discussion occurred.

It was noted in the discussion by Hall that the District may start some modules this year and add medical records later on. There is an on-going cost of \$12,000 per year, which will increase with additional modules. OCHIN cost was \$24,000 per year. The current cost is around \$8,000. The additional revenue from the state is \$30,000. The District will be eligible to receive incentives to implement this system since they have Medicaid clients.

{{{Commissioner Runyon moved to exempt from competitive bidding as authorized by Section 29 (8) of the Contract Review Board Rules the purchase of new client billing, charting and data management software from Netsmart for the cost of \$84,216.54. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Thalhofer discussed with the Board the opportunity for the community to be a part of the Prenatal Expansion Pilot Program. Women who are pregnant and are not eligible for the state health plan are eligible to receive emergency coverage including the birth of their child. None of the prenatal care is covered. They now get that prenatal care at the Columbia River Women's Clinic. If this program is brought to our community it would allow the hospital and Columbia River Women's Clinic to get more money at their cost. There is a County match of \$16,591.39. Thalhofer stated that she does not have this funding; however she has secured donations from the Health Foundation, Mid-Columbia Medical Center and the Columbia River Women's Clinic to cover the required match. The County would have 30 days to terminate the agreement, if needed. The pilot project would be a benefit to our community partners but not a direct benefit to the County. They are unable to participate without the County's partnership. Thalhofer is recommending that we participate in the Prenatal Expansion Pilot Program.

Some discussion occurred.

{{{Commissioner Runyon moved to authorize the North Central Public Health District to participate in the Prenatal Expansion Pilot Program with the involvement of the Health Foundation, Mid-Columbia Medical Center and Columbia River Women's Clinic. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Thalhofer informed the Board that their Solid Waste Coordinator and Administrative Assistant are leaving. She has the need to replace these two individuals. Thalhofer stated that David Skakel, Solid Waste Specialist, will probably apply for the Coordinator Position.

Jim Burres informed the Board of Commissioners that Klickitat County Commissioner Dave Sauter will not be here this afternoon to discuss Veterans Services since he has been called to Olympia. He will need to reschedule.

The Board recessed at 9:59 a.m.

At 10:02 a.m. the Board reconvened.

PUBLIC HEARING on the request from Richard and Janie Dodge for a Comprehensive Plan Amendment to update the Aggregate Inventory to update the Dodge Quarry from a "Potential Site" designation to a "Significant Site" designation for aggregate resources and a Zone Change to add the EPD-5, Mineral & Aggregate Overlay Zone.

Chair Holliday called to order the Public Hearing on the request from Richard and Janie Dodge for a Comprehensive Plan Amendment and Zone Change.

There were eight people in attendance.

Chair Holliday went over the procedures for today's Public Hearing.

Chair Holliday asked if there was any member of the Board wishing to disqualify them self for any personal or financial interest in the matter. There was no one.

Chair Holliday asked if there is any Board member wishing to report any significant ex parte or pre-hearing contacts. There was no one.

Chair Holliday asked if any audience member wished to challenge the right of any Board member to hear this matter. There was no one.

Chair Holliday asked if there is any member of the audience who wishes to question the jurisdiction of this body to act on behalf of Wasco County in this matter. There was no one.

Chair Holliday called on Staff to present the Staff Report.

Gary Nychyk, Interim Planning & Development Director, and Dawn Baird, Associate Planner, presented the Staff Report, (Attached as Exhibit B).

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At the conclusion of the Staff Report Chair Holliday asked if there were any questions of staff.

Commissioner Runyon asked why Planning Commissioner Amery abstained from voting.

Chair Holliday stated that she abstained on her appointment to the Planning Commission, not on this issue.

Baird noted that it was a unanimous decision of the Planning Commission, 5 – 0.

Chair Holliday called on the applicant and their representative.

Keith Mobley, Attorney for the Dodges, stated that this matter has been on his desk for two years. They finally put all the pieces together. This is not a quick process, but it is a very thorough process. The interests of many are protected through this process.

Mobley thanked the Planning & Development Department for looking after the applicant as well. There were times when the process frustrated him. But we got through it. He cannot think of any opposition that has been expressed. Richard and Janie Dodge and Sid and Jerri Parman are here. They have had no complaint or opposition to the quarry.

Sid Parman stated that he has no complaints. If there are any questions from the Board he would be pleased to respond to them.

Jerri Parman stated that it is nice to see people working out there.

There was no one present wishing to testify in opposition to the request.

The Public Hearing was closed to testimony at 10:25 a.m.

Commissioner Hege stated that it is a significant rock source in the County. No opposition suggests it is in a good location.

Commissioner Runyon stated that he appreciates Nychyk and Baird inviting him out to go over the record.

{{{Commissioner Runyon moved to approve the Planning Commission recommendation with conditions and findings of fact and conclusions for the request from Richard and Janie Dodge for a Comprehensive Plan Amendment to update the Aggregate Inventory to change the Dodge Quarry from its "potentially significant site" designation to a "significant site" designation for aggregate resources and to approve the Zone Change to add the EPD-5, Mineral & Aggregate Overlay Zone to the proposed Permit Area Boundary. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Nychyk stated that the Department realizes that the process was unorganized since the process was amended by the state. They use to do this type of process by a Conditional Use Permit. He noted that when we apply the EPD Zone we are protecting the pit from other resources coming into the area.

The Public Hearing was adjourned at 10:29 a.m.

Commissioner Runyon suggested that we move Gary Nychyk up to 2:20 p.m. instead of the scheduled time of 2:45 p.m.

Chair Holliday noted for the record that Christa Rude, Commission on Children and Families Administrator, has been appointed by the Governor to the Early Childhood Council.

CONSIDERATION of items listed on the Discussion List of March 2, 2011, (Attached as Exhibit C).

Item #1

Commissioner Runyon suggested that we get the corrections and adjustments made first to the Board of Commissioners Agenda before finalizing the new format. He suggested that we let Departments know of the changes being proposed to the Agenda format.

Stone suggested that this could be a topic of discussion when meeting with Departments Heads.

Some discussion occurred regarding Department Head Meetings, meetings with County Departments and how often these meetings should be held.

Staff was instructed to find three dates that would work for the Board and Stone to meet with County Departments. It would be left up to the Department Head as to how they would want the meeting structured.

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Commissioner Runyon suggested that the meetings be held every other month and that each Department be seen within that time frame.

Chair Holliday suggested that we have a monthly Department Head Meeting and every other week we would meet with a County Department; that would be two meetings per month.

Staff was directed to schedule two meetings with Departments on any given day.

**CONSIDERATION AND APPROVAL of the Regular Session Consent
Agenda of March 2, 2011, (Attached as Exhibit D).**

Commissioner Runyon expressed some concerns regarding the Special Session Minutes of February 23, 2011. He questioned when the Board of Commissioners came out of Executive Session and back into Special Session.

It was noted that future discussions need to be done while the Board is still in Executive Session.

Commissioner Hege had a question on individuals being considered for reappointment.

{{{Commissioner Hege moved to approve the Regular Session Consent Agenda of March 2, 2011 with the exception of Item #9 and the renumbering of Item #29. Chair Holliday seconded the motion; it was then passed unanimously.}}}

Other Business:

Stone informed the Board of the Fair Board Meeting held on February 28, 2011 where the Fair Board decided to have Kay Tenold serve as a volunteer Fair Manager. Barb Thomas will take on accounts payables and receivables. The Fair Board interviewed three candidates for the opening on the Fair Board. The Board of Commissioners should be receiving the Fair Board's recommendation soon. One candidate was unable to make the interview due to snow and ice.

Stone stated that the Fair Board concurred that time is too short to allow construction to begin next month of the Hunt Park Redevelopment Project. The project will need to be pushed out into October so that it would not impact the large groups of people that use the facility during the summer season.

Stone reported that the County has almost gone through all of the funding from The Ford Foundation and the donations received for the Kenn Webb Memorial Kitchen. The building is standing; it is framed and sheeted. There are no windows and nothing inside

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the building. All of that is contingent upon donations from the Webb family, which they have agreed to. He is still waiting on that to be settled.

Stone noted that they are working with a firm in Madras to donate some roofing material. They are looking for a commercial range hood that would meet all of the necessary standards.

Chair Holliday stated that the Fair Board is looking at selling advertisement behind the bleachers.

Commissioner Runyon noted that he made his first presentation on community services provided by County Government on Monday. There were 15 people in attendance. The second presentation was at the Senior Center with six people in attendance. Commissioner Runyon noted what he did in his presentation. Everyone he spoke to thought it was very interesting.

The Board briefly discussed the Special Session scheduled for Monday, March 7th. The Board will convene into Executive Session to conduct an interview.

CONTINUATION OF THE CONSIDERATION of items listed on the Discussion List of March 2, 2011.

Item #4

Chair Holliday suggested that we contact Duane Francis from the Mid-Columbia Medical Center to see if he would be interested in serving on the Wasco County Compensation Committee.

The Board was fine with Stone contacting Frances to see if he would be willing to serve to replace Scott Hege.

Item #5

Chair Holliday stated that she has already sent an email to our local Congressional Representatives in regards to the proposed cuts in funding for the Community Services Block Grant. She noted that in the past the Board would send a letter as a Commission; if we did not all agree we would then send a letter individually.

Some discussion occurred on the request from Jim Slusher, Mid-Columbia Community Action Council, (Attached as Exhibit E).

*****It was the consensus of the Board of Commissioners to support the request by Jim Slusher, Executive Director of Mid-Columbia Community Action Council to send a letter in support of funding the Community Services Block Grant Program***.**

Item #6

Some discussion occurred on the Board of Commissioners involvement in proposed legislation impacting Wasco County.

Item #7 –

Some discussion occurred on the Position Approval Request from Teri Thalhofer, North Central Public Health District Director, for the refilling of the Solid Waste Coordinator Position.

{{{Commissioner Hege moved to authorize the North Central Public Health District to refill the Solid Waste Coordinator Position as requested by Teri Thalhofer, North Central Public Health District Director. Commissioner Runyon seconded the motion; it was then passed unanimously.}}}

Item #8

{{{Commissioner Runyon moved to approve the new Revised Federal 5310 Program Grant Application for Special Transportation for 2011-2013. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Item #9

The Board briefly discussed the approval of the Grant Agreement with the Oregon Secretary of State Elections Division and the funding that will be received for replacing the existing counter in the Clerk's Office. Stone noted that the County does not know at this time what the cost will be for replacing the counter.

{{{Commissioner Runyon moved to approve Grant Agreement #110111 with the Oregon Secretary of State Elections Division. Commissioner Hege seconded the motion; it was then passed unanimously.}}}

Item # 2

Commissioner Runyon stated that there are a lot of new roles because of the change in the makeup of the Board of Commissioners and the appointment of the Chair. The role that Stone was brought into last year is also changing. Stone's job as Administrative Officer is at the direction of the Board of Commissioners to manage. Commissioner

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Runyon would call him a General Manager. The County has capable expertise in our Department Heads and our Department Heads manages their staff and their respective Departments. The Departments need to keep the Administrator Officer in the loop. He does not want Stone to be surprised; he wants Departments to consult with him on items that are out of the daily routine.

Commissioner Runyon used an example where a Department sent out an email in regards to call forwarding. He felt that the Department Manager should have first approached Stone and told him of the problem and what he wanted to do before sending out the email. Commissioner Runyon feels we need to let the Departments know that there is a chain of command.

Commissioner Hege stated that maybe it was already the policy and we did not know about it. If it was not a part of the policy then he has a problem with the action taken.

Chair Holliday feels it is up to Stone to say something since he is an employee of Stone.

Some discussion occurred on the role and responsibility of the Administrative Officer.

Commissioner Hege feels that the County needs to define the Administrative Officer's role and responsibilities and to communicate that with our staff and citizens.

The role and responsibility of the Administrative Officer will be discussed further during an upcoming meeting.

The Board recessed for lunch at 12:03 p.m.

The Board reconvened at 1:30 p.m.

DISCUSSION AND CONSIDERATION of the appointment of the Wasco County Planning & Development Director.

Chair Holliday announced that the Board of Commissioners will not be discussing the appointment of the Wasco County Planning & Development Director today since the Board has encountered some issues.

JILL ARENS, COLUMBIA RIVER GORGE COMMISSION EXECUTIVE DIRECTOR, AND JUDY DAVIS, COLUMBIA RIVER GORGE COMMISSIONER. UPDATE on National Scenic Area Issues.

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Jill Arens, Executive Director of the Columbia River Gorge Commission, stated that she has been with the Gorge Commission for about 4.5 years. She grew up in Hood River; was gone for some time and then returned to the area to take this job.

Arens stated that she is available to come whenever the Board has a question or needs a presentation. She thanked the Commissioners for appointing Judy Davis as Wasco County's Representative on the Columbia River Gorge Commission. Judy has been consistently prepared; she knows what the issues are and knows the difference between policy maker and the appellant role. She is courageous in making decisions. They appreciate the work that she has done.

Arens noted that the Gorge Commission is a Bi-State Compact Agency authorized by Congress back in 1986. They are not a state or federal agency; it was meant to be a regional agency. The Gorge Commission consults with four treaty tribes and 13 urban areas in the scenic area and they deal with 40 federal agencies. Over the last couple of years they have lost 25% of their funding. The Commission no longer meets monthly. They have closed the office on Fridays due to budget cuts. There are more part time employees than full time employees.

Arens stated that part of their work is regional coordination of land use. As far as land use planning; they are in contact with county and city planners on any application that comes through the County. They review all applications for consistency and if there are questions or disagreements with the Management Plan. They have had a close working relationship with Wasco County because of the quality of the people in the Department. They have relied on Todd Cornett, Gary Nychyk and others to be leaders among the Counties. Cornett was on the Technical Advisory Team when they began the Vital Signs Indicators Project; he was a strong leader. He was focused on the important issues; he was instrumental in several aspects. They have also worked well with Keith Cleveland. We are looking at Keith to be a model for the other five Counties.

Arens stated as to budget; they are funded out of the general fund of both states. They do not have the ability to charge fees. The two Attorney Generals last fall came out and stated that the Gorge Commission cannot charge fees for their work; part of the reason is the way the Act was written. Arens noted if a County adopted an ordinance to administer the scenic area they were eligible for economic development funding. That was an incentive approach. The other piece of the opinion was that the states agreed to fund the Commission at the time to retain local control. That has lead to a lot of questioning why the states are paying for a federal entity. They have been looking at alternative funding from the feds or grants.

Arens mentioned the budget hearing she attended in Salem a couple of weeks ago. There has been an acknowledgment that they are at the mercy of the state's general fund. The Gorge Commission has made a lot of efficiencies in the office and in their rules to streamline their system.

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Judy Davis, Columbia River Gorge Commissioner, mentioned the Memorandum of Understanding that has been developed with other regional entities, which will allow them the opportunity to apply for a HUD Grant. The entities will work together on sustainability efforts.

Davis noted that this year is the 25th anniversary of the Scenic Act. They are working to plan a couple of events. On August 13th in Stevenson, Washington there will be a parade and ceremony honoring people who were involved in creating the scenic area and those involved over the years. On October 8th and 9th in The Dalles they will have a concluding event. A number of other events are planned throughout the year. Their website is "gorge25.com".

Arens noted that there are a couple of changes on the Columbia River Gorge Commission. The Commission is made up of three appointees from the County Commissioners on both sides of the river, three appointees by the Governors of each state, and one U.S. Forest Service Representative. Arens stated that Davis' term expires in June. They are waiting for the appointment from Skamania County; they have an interim member presently. The Oregon State Governor will be replacing Barbara Roberts who was recently appointed to the Metro Council.

Arens stated that the Gorge Commissioners have talked about the kind of person that is helpful; someone that understands the issues on the ground; someone who is fair and is a strong person. It is not an easy position and it is voluntary.

Some discussion occurred.

SHEILA DOOLEY, HOME AT LAST. DISCUSSION on proposed Animal Shelter Improvement.

Sheila Dooley, President, Kim Blouin, Vice President, Angela Walters, Outreach Coordinator, and Lisa Van Cleave, Director, were present.

Blouin noted that Cliff Newport is donating materials and labor to build a shed. There is someone else who is buying a shed for Home At Last.

Walters stated that they have adopted new purchasing procedures. They want people to know how they are spending their money. All checks require two signatures along with documentation. Kate Mast, City of The Dalles Finance Manager, has volunteered to review all receipts and expenditures.

Walters stated that Home At Last is working on reducing expenditures. Their second most expensive expenditure is the spay and neuter program. They have a Vet who is willing to work on site at a reduced cost.

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Chair Holliday asked why they did not look at surgical space at Cat Link.

Blouin stated it is not something that would work for them. They checked into it; they don't normally co-mingle their animals.

Blouin stated that they want to get the support of the County for the proposed building addition at the Animal Shelter, (Attached as Exhibit F). Anita Clausen is writing a grant. They have some drawings which show where the addition would be constructed.

Walters explained what is being proposed in the building addition project. The current reception area would be turned into the cat room and the new room would be used for the office. The new room would be a 20' by 24' room. The room with the water would be used for their surgical room. They are estimating the cost between \$50,000 to \$75,000. Walters stated until they get the County's approval they do not want to go out and get better estimates.

Walters stated that they have an architect friend who will prepare the drawings. Clausen believes that she can come up with grants for the surgical equipment and another for the brick and mortar. They are estimating that they could come up with a \$20,000 savings per year.

Some discussion occurred.

Walters noted that they are currently doing surgeries at the shelter since it is stressful moving animals in and out of the shelter. They have volunteers that will be assisting the Vet during surgeries. Providing this service does not require any additional staff members.

Walters stated that Home At Last would be the granting agency for any grants that they would receive.

Dooley stated if Home At Last is not able to continue to provide shelter services in the future the addition would make the building more useful.

Stone stated that the County needs a current Lease with Home At Last. He would like the County to review the documents from the agency that you are writing the grant to.

Blouin noted that the Vets are giving them a discounted rate to perform the surgeries. It is cheaper to do the surgeries in house. The law requires that an examination be given when rabies shots are administered.

Further discussion occurred regarding the proposed addition and grant opportunities.

Van Cleave stated that Home At Last is having their Doggie Bash in July, Mutt Mosey and Bone Soup in November. These are their fund raising events that have been scheduled for the year.

Dooley noted that later in the month they will be working on a business plan.

Walters stated that their attitude is that they will be there for at least three to five years.

*****It was the consensus of the Board of Commissioners to allow Home At Last to move forward with their Building Addition Project and to require that they come back to us with more detailed plans***.**

Klickitat County Commissioner Dave Sauter. Discussion on Veterans Issues.

Commissioner Dave Sauter was called away to Olympia so the discussion on Veterans Issues will be rescheduled to a future date.

Gary Nychyk, Interim Planning & Development Director. Discussion on updating the Planning Commission ByLaws.

Gary Nychyk, Interim Planning & Development Director, was present to discuss with the Board of Commissioners proposed changes to the Planning Commission rules and regulations, (Attached as Exhibit G). The Board has expressed an interest in amending the rules as to the appointment of individuals to the Wasco County Planning Commission.

Nychyk stated that he would like to present the proposed amendments to the Planning Commission for their input. The updates would be compiled and brought back to the Board at a later date. He noted that the next two months their schedule is pretty busy.

Chair Holliday agreed with Nychyk suggestion.

Nychyk stated that the original rules and regulations are dated June 4, 1990. In discussions with Kathy McBride, Executive Assistant, he learned that the County Court has never seen these rules. The original document is a 12 page document; it has been reduced to seven pages due to a change in format. Nothing has been excluded.

Nychyk noted that he made some changes as highlighted in yellow. The gray areas are items that need to be discussed.

Nychyk went over the proposed changes at this time.

A lengthy discussion occurred.

Nychyk was directed to amend Section I, D (2). The County does not publish a notice in the local newspaper, instead a Public Service Announcement is sent out to all local news media inviting applications for membership.

Commissioner Runyon suggested that the interview process should be conducted by two members of the Planning Commission, one County Commissioner, a staff member and one citizen member.

Commissioner Hege stated that he likes the idea. He noted that the issue that we are dealing with is the person that has served before who wants to remain on the Planning Commission. We open up the application process and then the County automatically reappoints is what concerns him.

Commissioner Runyon's concern is that the Planning Commission interviews and then elects their own guy. If they have to go to a separate committee it takes the personal part out of it.

Some discussion occurred in regards to the interview process.

The Board directed Nychyk to change the word resume to application under Section I, E, and to make some changes to Section I, F.

Some discussion occurred regarding the suggestion to add a new section stating "the Board of County Commissioners may reappoint any standing Commission member upon a majority vote by the Planning Commission without advertising the position" and the use of an advertisement committee interviewing candidates instead of the Planning Commission.

Chair Holliday suggested that we change it to "existing Planning Commission members may reapply. The Board of County Commissioners may reappoint any standing Commission member..."

Commissioner Hege liked Commissioner Runyon's idea of pulling it out of the Planning Commission recommendation.

Chair Holliday stated if the Planning Commission member has the right to reapply then there is no need to have Section I, D in the rules.

Nychyk stated we want to have an interview committee that will interview everyone that has applied.

McBride read a portion of ORS 215.030 Membership of Planning Commission.

Some discussion occurred regarding the statute requirement and the time of the Planning Commission Meetings.

At 3:30 p.m. the Board of Commissioners moved to Meeting Room 206.

The Board continued going over the proposed changes to the Planning Commission Rules and Regulations.

Commissioner Runyon suggested that we remove items in the Rules and Regulations that should be listed under the Planning Commission ByLaws.

Nychyk will work on correcting the rough draft. He will email the changes to the Board for their review prior to bringing the proposed changes to the Planning Commission for their input.

COMMISSION CALL / REPORTS

Commissioner Hege stated that the Tri County Mental Health Board is very active. The Board is trying to buy property and close by the end of the month. He is really struggling with this issue. Commissioner Hege keeps hearing that funding is a huge problem. There are three people making the decision. Mid-Columbia Center for Living put \$50,000 down on the property, which is non-refundable.

Some discussion occurred in regards to Mental Health, 911, Discovery Center and Home At Last.

The Board signed:

- Order #11-031 in the matter of the appointment of Hope Vance as Wasco County's American Disability Act Coordinator.
- Order #11-032 in the matter of the appointment of Scott Hege to the Crates Point Board of Directors.
- Order #11-033 in the matter of the reappointment of Sherry Holliday to the Wasco County Hospital Facility Authority Board of Directors.
- Order #11-034 in the matter of the reappointment of Brian Ahier to the Mid-Columbia Council of Governments Board of Directors.
- Order #11-035 in the matter of the reappointment of Rod Runyon to the Mid-Columbia Housing Authority.
- Order #11-036 in the matter of the reappointment of Jill Filla Amery to the Wasco County Planning Commission.
- Order #11-037 in the matter of the reappointment of Ken Bailey to the Mt. Hood Economic Alliance.

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- Order #11-038 in the matter of the reappointment of James Weed to the Wasco County Local Public Safety Coordinating Council.
- Order #11-039 in the matter of withdrawing from the County Road System and changing to a Public Road of Local Access various County Roads or portions thereof within the Urban Growth Area of the City of The Dalles.
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- Order #11-058 in the matter of the appointment of Mike Chaddic to the Wasco County Public Works Building Safety Committee.
- ODOT Flexible Service Agreement #20656, Amendment #01.

WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MARCH 2, 2011
PAGE 19

- Department of Revenue ORMAP Intergovernmental Agreement Contract #2484.
- Special Session Minutes of February 23, 2011.
- Executive Session Minutes of February 23, 2011.
- Grant Agreement #110111 between the Oregon Secretary of State, Election Division, and Wasco County.

The Board adjourned at 4:12 p.m.

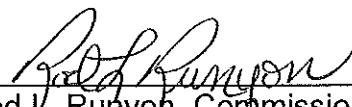
WASCO COUNTY BOARD
OF COMMISSIONERS



Sherry Holliday, Chair of Commission



Scott C. Hege, Commissioner



Rod L. Runyon, Commissioner

Wasco County Board of Commissioners/Contract Review Board
March 2, 2011
New Client Billing/Charting/ & Data Management Software System

Purpose:

The North Central Public Health District is interested in replacing Ahlers, the current billing/data collection software system for the health department. NCPHD is requesting an exemption from the competitive bid process of the Public Contracting Regulations. The specific exemption is under Section 29: Wasco County Special Exemption -- (8) Data Processing.

Background:

The current billing system does not meet NCPHD's needs and the data has been found to be unreliable. The special exemption for data processing states: "The materials included within this exemption are specialty items that must be compatible with county equipment. Due to the technical complexity of the materials, there are only a limited number of vendors. In addition, the need to rely on the most dependable vendor is critical, thus, the purchase of these materials does not lend itself to the competitive process."

Selection Process:

- Business Manager surveyed over 20 counties on billing/data collection software programs.
- Three common software vendors were found: OCHIN, Raintree, and KIPHS
- Business Manager sent an RFI to vendors mentioned above plus Champ Software and Netsmart Technologies.
- Business Manager formed a selection committee of four members (Teri Thalhofer, Paul Ferguson, Connie Clark, Kathi Hall).
- Selection committee determined the following selection criteria:

	Selection Criteria
System Requirements	Be fully HIPAA compliant Be customizable, while maintaining consistent data collection Create outcome and other data aggregated reports Include scanned attachments
Systems Integration	Ability to work with County IT Department to ensure full integration of system software and placement on equipment. Exportability of data to Excel or other format for internal use/processing.
Functionality	Client Billing Electronic Insurance Billing Pharmacy Inventory Lab tracking Appointment Scheduling Data Collection Electronic Medical Record Interoperability with other systems (HL7 compliant) Meet Meaningful Use.

Ease of Use	Windows based Geared toward public health, rather than a for profit medical practice Standard and Custom Reporting User defined fields Ease of adding new modules
Data Conversion	Demographic Data Client Balance Due
Timeline	Installation Training Data Conversion
Cost	Licenses Installation Training Data Conversion
Qualifications	Background Years in Business Client Base Technical Support

- Selection committee viewed online demos from four vendors.
- Business Manager and Director communicated with counties who used the software.
- Business Manager received bids from the vendors: Champ bid was \$51,883; KIPHS bid was \$45,500; OCHIN bid was 97,444; and the Netsmart bid was \$84,216.54.
- Selection Committee determined that Netsmart best met the health department's needs under the selection criteria.
- IS Manager was included in the process to determine if vendor software was compatible with county network.

Implementation Process:

- Business Manager to communicate with Netsmart representative to answer specific questions regarding details of bid line items; recent client list, specifically clients undergoing implementation; copy of a sample contract; and finding out whether they have a hosted service.
- Business Manager will collect data from Netsmart current client list, specifically contracts.

Requested Action:

Request that the Contracting Board approves exemption for NCPHD from the competitive bid process of the Public Contracting Regulations. The specific exemption under Section 29: Wasco County Special Exemption – (8) Data Processing.

BOARD OF COMMISSION PRESENTATION: March 2, 2011
PLAQJR-10-10-0005 (Mobley/Dodge CPA and ZNC Request)

Introduction,

Thank you and Good Morning. My name is Gary Nychyk, I am the Interim Planning Director for the Wasco County Planning Department.

Today we will hear the request by Richard & Janie Dodge, represented by Keith Mobley, attorney at law.

The application includes two requests. The first is a Comprehensive Plan Amendment to update the Aggregate Inventory to change the Dodge Quarry from its "Potentially Significant Site" designation to a "Significant Site" designation for aggregate resources. The second request is a Zone Change, to add the EPD-5, Mineral & Aggregate Overlay zone to the proposed Permit Area boundary and all property within ¼ mile of the boundary.

The subject property is located south of the intersection of Walters/Back Walters Road, approximately one mile south of Highway 216, approximately 2 miles southeast of Pine Grove, and approximately 12½ miles southwest of Maupin, Oregon.

This is the Dodge Property, and this is the location of the existing quarry and the proposed expansion area. A location map and a map showing the expanded Permit Area boundary are located on **pages 7 and 8**.

Criteria: Only the portions of the LUDO applicable to the Zone Change to apply the Mineral & Aggregate Overlay zone, and the Comprehensive Plan criteria to update the Aggregate Inventory are addressed in this report. The criteria used to evaluate the Significance Determination and the Conditional Use Permit are located in the Planning Commission packet beginning on page **P12**.

The criteria used to evaluate the request before the Board includes:

A. WASCO COUNTY COMPREHENSIVE PLAN

1. Chapter 2 – Physical Characteristics

Section G., Mineral & Aggregate Resources

2. Chapter 11 – Revisions Process

- a. Section E., Quasi-Judicial Revisions
- b. Section H., General Criteria
- c. Section I., Transportation Planning Rule Compliance
- d. Section J., Procedure for the Amendment Process

3. Chapter 14 – Findings and Recommendations

Section B., Goal 5 Issues

4. Chapter 15 – Goals and Policies

Section E., Goal 5 – Open Spaces, Scenic and Historic Areas and Natural Resources

B. LAND USE & DEVELOPMENT ORDINANCE (LUDO) - APPLICABLE STANDARDS

1. Chapter 2 – Development Approval Procedures

- a. Section 2.060.B.1., Recommendation to County Governing Body on a Legislative or Quasi-Judicial Plan Amendment – Comprehensive Plan
- b. Section 2.060.B.2., Recommendation to the County Governing Body on a Zone Change and/or Ordinance Amendment - Chapter 9
- c. Section 2.080.A., Notice
- d. Section 2.090, Contents of Notice
- e. Section 2.140, Hearing Procedure
- f. Section 2.150, Official Notice
- Section 2.190, General Conduct of Hearings

2. Chapter 3 – Basic Provisions, Section 3.800, EPD-5, Mineral & Aggregate Overlay zone

- a. Section 3.810, Application of Overlay Zone
- b. Section 3.815, Procedure for Applying the Overlay Zone
- c. Section 3.825, Pre-Existing and Nonconforming Uses
- d. Section 3.830, Permitted Uses – Extraction Areas
- e. Section 3.835, Development Standards – Extraction Area
- f. Section 3.845, Impact Area – Uses and Standards
- g. Section 3.850, Designation of Overlay Zone)
- h. Section 3.855, Termination of Mineral and Aggregate Overlay Zone

3. Chapter 9 – Zone Change and Ordinance Amendment

- a. Section 9.020, Criteria for Decision
- b. Section 9.030, Transportation Planning Rule Compliance
- c. Section 9.040, Conditions Relative to the Approval of a Zone Change
- d. Section 9.060, Recommendation on Zone Change or Amendment to the Land Use and Development Ordinance
- e. Section 9.070, Notice of Planning Commission Recommendation
- f. Section 9.080, Action by County Governing Body

Hand off to Dawn...

Background:

According to State law, in order to create a new mineral and aggregate operation or expand an existing operation in the Exclusive Farm Use zone, an aggregate resource must be determined to be a Significant Site. Information can include a laboratory test data or the determination of a certified, licensed or registered geologist, or other qualified person.

If the aggregate site is determined to be Significant, three additional applications must be considered:

1. Conditional Use Permit to expand the existing aggregate operation;
2. Comprehensive Plan Amendment to update the Aggregate Inventory to change the Dodge quarry from "Potentially Significant Site" to "Significant Site"; and
3. Zone Change to apply the EPD-5, Mineral & Aggregate Overlay zone, to the expanded Permit Area and all property within ¼ mile. Application of the overlay zone provides protection to the aggregate operation. Sensitive uses such as residential use are not protected from the aggregate operation. New sensitive uses are required to sign a restrictive covenant acknowledging the aggregate use and agreeing not to complaint about its operation.

The process began on October 27, 2010 with the submittal of an application. The application was deemed complete on November 29, 2010, and a Staff Report was issued and forwarded to the Planning Commission on January 25, 2011. The first evidentiary hearing to allow expansion of the aggregate site was held before the Wasco County Planning Commission on February 1, 2011. They made the following decisions:

- A. On a vote of 5-0, the Dodge Quarry was determined to be a **Significant** rock source. Findings are located on **pages 13-15**.
- B. On a vote of 5-0, the requested Conditional Use Permit for expansion of the quarry was **approved, with amended conditions and amended findings of fact**. The full findings are discussed on pages **P34 through P40** in the Planning Commission record.

The Planning Commission made the following recommendations:

- C. On a vote of 5-0, the Planning Commission forwarded a **recommendation of approval, with amended conditions and findings of fact**, for the Zone Change to apply the EPD-5, Mineral and Aggregate Overlay zone, and the Comprehensive Plan Amendment to update the Aggregate Inventory to list the Dodge Quarry, #217, as a Significant Site, with Goal 5 protection. Findings for the Zone Change are located on pages 12-26 and 27-30, and the Comprehensive Plan findings are on pages 30-41.

Notice of the Board of Commissioners Hearing, and Planning Commission decision and recommendation, was provided to agencies and affected property owners on February 2, 2011. Notice of the Board of Commissioners hearing was published in the newspaper on February 15, 2011. This is the second hearing.

The Planning Commission Recommendation was recorded with the Wasco County Clerk's office on February 16, 2011.

Comprehensive Plan Provisions – As addressed in the Planning Commission recommendation, the request complies with all applicable provisions of the Comprehensive Plan.

The Significance Determination and Conditional Use approval made by the Planning Commission will be moot if the Comprehensive Plan Aggregate Inventory is not updated. Currently the inventory lists the Dodge Quarry as a Potentially Significant Site.

Regulations in the Comprehensive Plan provide details on the process that is to be followed for a CPA. The process has been followed, as required, up to this point. Upon completion of this hearing, the remainder of the process dealing with providing Notice of the decision and an appeal period will be completed.

The existing aggregate inventory is over 30 years old, and events have occurred to change the character of the county, such as Spotted Owl concerns, timber harvesting was severely restricted resulting in the closure of lumber mills; and due to high electricity rates, the aluminum plant in The Dalles closed.

Stimulus money made available from the federal government for road and bridge repairs have resulted in an increased need for rock. Wind farms continue to locate in the region and they require a lot of aggregate material. There are no active county or state aggregate quarries in this area of Wasco County, and if there were, government agencies don't typically sell rock to the public. Currently, the closest Significant rock source to Pine Grove is at least 20 miles.

The Wasco County Roadmaster has no concerns about the continuation or expansion of the operation if trucks follow proper requirements.

Findings in the Planning Commission report show that the continued use and expansion of the aggregate operation will not increase the cost of, or significantly change how farming and forest use in the area is done. It will not increase the cost of fire suppression, nor will it create an increased hazard for fire-fighting crews.

LUDO Provisions - With **conditions**, the request complies with all applicable provisions of the LUDO.

1. The Mineral & Aggregate Overlay zone will be applied to the expanded Permit Area boundary and land within ¼ mile of the boundary.
2. Visual Impact, Air Quality, Land Resource Quality and Water Quality were addressed in the Planning Commission report. With conditions, the request will not impact any of these concerns in a negative manner.
3. Hours of Operation: At the Planning Commission hearing, the owners asked for changes to two of staff's proposed conditions of approval regarding hours of operation. The EPD-5 zone states:
 - a. Drilling and blasting shall be restricted to the hours of 9:00 am to 5:00 pm, Monday through Friday. No blasting or drilling shall occur on Saturdays, Sundays, or any specified legal holiday.

The owners requested that the hours of operation be 5 a.m. – 5 p.m. to accommodate the contractors who do the drilling and blasting. They prefer to begin at daylight, and years of operation at this location have demonstrated that any sound or dust generated by drilling and blasting will not disturb those who are closest to the quarry site. Sid & Jerri Parman are the closest property owners to the existing/expanded operation. When the aggregate operation is completely excavated, their home will be approximately ¼ mile from the Permit Area boundary. The Parmans testified at the Planning Commission hearing that they have never heard or felt vibrations from drilling and blasting at the quarry.

Mr. Mobley stated at the Planning Commission hearing that previous drilling and blasting has resulted in no complaints by neighbors, and delaying the start of work until 9 a.m. would impose an unnecessary and cost-adding burden to the contractors and ultimately, to the purchasers and users of rock from the quarry. Contractor convenience and attendant economic considerations outweigh the small likelihood of inconvenience or annoyance to neighbors.

A **condition** was recommended by the Planning Commission restricting drilling and blasting to the hours of 5 a.m./dawn (whichever is earlier) to 5 p.m., Monday through Friday, with no drilling on Saturdays, Sundays, or legal holidays. If the earlier starting time creates problems, complaints are generated, and the operator or owners did not resolve those complaints, the 9 a.m. start time requirement could be imposed by action of the Board of Commissioners.

- b. **Mineral and aggregate extraction, processing and equipment operation within 750' or as established by the ESEE analysis of any Sensitive Use existing of the effective date of this ordinance is restricted to the hours of 7:00 am to 6:00 pm, Monday through Friday. All other sites are limited to daylight hours Monday through Saturday. No operation shall occur on Sundays or recognized legal holidays.**

At the Planning Commission hearing, the applicant said that some previous contracts for which aggregate was purchased were of an emergency nature, or required a continuous supply of rock for a batch plant supplying a paving contractor. Previous extraction and batch plant operations at this site have resulted in no complaints from neighbors. The ability to respond to this need would be better met by operations at this location than at any other in the region. Customer convenience and attendant economic considerations outweigh the small likelihood of inconvenience or annoyance to neighbors. If extended hours operations do create problems and complaints are generated, the daylight hours requirement could be re-established by action of the Board of Commissioners.

The Planning Commission considered the applicant's request and recommended a **condition** that except for extraordinary circumstances requiring extended hours, normal hours of operation for aggregate extraction are limited to daylight hours, Monday through Saturday, with no operation on Sundays, or legal holidays, unless extraordinary circumstances require such operation. Extraordinary circumstances will be documented and a record of the hours worked beyond normal hours will be made available on request by Wasco County. If operations under this exception generate complaints from neighbors, this exception may be modified or eliminated by the Wasco County Board of Commissioners.

The Board's options are to:

1. Approve the requests, with the conditions and findings of fact and conclusions recommended by the Planning Commission, or
2. Approve the requests with amended conditions and/or findings of fact and conclusions, or
3. Deny the request subject with amended findings and conclusions, or finally,
4. If additional information is needed, continue the hearing to a date and time certain to allow the submittal of additional information.

P:\Staff Reports\Chronological\2010\QJR\PLAQJR-10-10-0005_DODGE_MOBLEY_AGGREGATE\BoC Documents\Dodge Presentation.doc

**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MARCH 2, 2011**

DISCUSSION LIST

ACTION AND DISCUSSION ITEMS:

1. Finalize reformatting of the Board of Commissioners Agenda.
2. Role and responsibility of Administrative Officer.
3. Discussion on Office Relocation Options for the Board of Commissioners Office.
4. Discussion on filling the vacancy on the Wasco County Compensation Committee.
5. Consideration on the request from Jim Slusher, Executive Director of the Mid-Columbia Community Action Council, in regards to a letter of support.
6. Discussion on the Board of Commissioners involvement in proposed legislation impacting Wasco County.
7. Consideration of the Position Approval Request from Teri Thalhofer, North Central Public Health District Director, for the Solid Waste Coordinator Position.
8. Consideration and approval of the revised Federal 5310 Program Grant, Fiscal Year 2011-2013 Grant Application for Special Transportation, as requested by Dan Schwanz, STF Coordinator.
9. Consideration of the approval of Grant Agreement #110111 with the Oregon Secretary of State, Elections Division.

**WASCO COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
March 2, 2011**

CONSENT AGENDA

1. Order #11-031 in the matter of the appointment of Hope Vance as Wasco County's American Disability Act Coordinator.
2. Order #11-032 in the matter of the appointment of Scott Hege to the Crates Point Board of Directors.
3. Order #11-033 in the matter of the reappointment of Sherry Holliday to the Wasco County Hospital Facility Authority Board of Directors.
4. Order #11-034 in the matter of the reappointment of Brian Ahier to the Mid-Columbia Council of Governments Board of Directors.
5. Order #11-035 in the matter of the reappointment of Rod Runyon to the Mid-Columbia Housing Authority.
6. Order #11-036 in the matter of the reappointment of Jill Filla Amery to the Wasco County Planning Commission.
7. Order #11-037 in the matter of the reappointment of Ken Bailey to the Mt. Hood Economic Alliance.
8. Order #11-038 in the matter of the reappointment of James Weed to the Wasco County Local Public Safety Coordinating Council.
9. Order #11-039 in the matter of the reappointment of Jennifer Lechuga to the Wasco County Local Public Safety Coordinating Council.
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27. ODOT Flexible Service Agreement #20656, Amendment #01.
28. Department of Revenue ORMAP Intergovernmental Agreement Contract #2484.
29. Order #11-038 in the matter of withdrawing from the County Road System and changing to a Public Road of Local Access various County Roads or portions thereof within the Urban Growth Area of the City of The Dalles.
30. Special Session Minutes of February 23, 2011.
31. Executive Session Minutes of February 23, 2011.

SERVING HOOD RIVER, WASCO AND SHERMAN COUNTIES

Mid-Columbia Community Action Council, Inc.

THE DALLES OFFICE
312 E. 4TH STREET
(541) 298-5131
(541) 298-5141 Fax

P. O. BOX 1969 • THE DALLES, OR 97058

HOOD RIVER OFFICE
205 OAK STREET • NO. 4
(541) 386-4027
Fax (541) 387-2189

February 24, 2011

Wasco County Board of Commissioners,

I would like to ask the Wasco County Board of Commissioners if they would be willing to write a letter to our local U.S. Congressman and Senators about the proposed deep cuts (50% or more) to the Community Services Block Grant (CSBG) in the recently passed HR1 bill and the impact it will have on our county and many of its citizens.

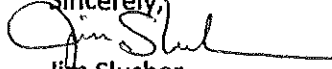
CSBG is one of the most flexible major grants that allows our agency to provide many of the services for the low-income in our community, as well as keeping several people employed helping those in need. CSBG is well managed, cost effective, with operates on a low administrative rate. **Severely cutting CSBG will mean:**

- The loss of a full-time coordinator who manages the Regional Food Bank and the Community Food Facility which serves 13 local feeding programs.
- The loss of a full-time housing and homeless coordinator to help those seeking shelter.
- The loss of a receptionist providing Information and Referral provided to over 4,000 households seeking help with services in our community.
- A part time At-risk/Homeless Youth Coordinator, eliminated without CSBG.
- CSBG keeps the Hamilton Transitional Housing complex operating; otherwise it would likely need to shut its doors dislodging nine families.
- Allows us to leverage funds from other sources to help with several local community projects, without CSBG our ability to respond proactively to community needs will be severely hindered.
- CSBG allows us to operate several Discount programs for low income households through the City of Hood River, City of The Dalles, NWPUD, Wasco Electric, HR Electric and the City of Cascade Locks. Without CSBG they programs will also be lost.
- AARP's Tax Counseling program with 32 volunteers providing 1,549 returns, totaling federal refunds of over \$2.3M returned to our area will be gone.

I believe the services MCCAC provides to the residents of this county are all impacted whether they are rich or poor, young or old, homeless or Veterans, poverty affects us all and that's why we are asking the Commission to write this letter on our behalf of our citizens.

Thank you for your consideration of this request.

Sincerely,



Jim Slusher
Executive Director





Community Services Block Grant

State of Oregon

CSBG Network Resources

CSBG Allocation, FY 2009:

\$5,559,811

In FY 2009, Oregon served 478,092 people in 209,528 low-income families.

Of over 365,000 surveyed, OR served:

- **152,540** children
- **146,185** people who lacked health insurance
- **51,183** people with disabilities

Of over 150,000 surveyed, OR served:

- **44,257** adults who had not completed high school

Of over 150,000 surveyed, OR served:

- **108,510** families with incomes at or below the Federal Poverty Guideline
- **72,630** "working poor" families relying on wages or unemployment insurance
- **55,284** families in "severe poverty," with incomes below 50% of the Poverty Guideline
- **40,981** families headed by single mothers
- **41,047** families in which at least one family member was a retired worker
- **13,808** families receiving TANF

Total CSBG Recovery Act Award:

\$7,989,158

CSBG Recovery Act Jobs Created/Retained (July to September 2010):

75

Investing in Services to Help Struggling Families

The Community Services Block Grant (CSBG) provides States with the stable, flexible funding required to deliver comprehensive, locally designed strategies to reduce poverty.

The network of State administered CSBG agencies is a nationwide service-delivery infrastructure that integrates a range of initiatives in areas such as employment, education, energy, health, housing, and transportation, rather than addressing individual issues in isolation. Nationally, the CSBG Network serves 23% of all families in poverty and reduces or eliminates 34.3 million conditions of poverty.

CSBG Recovery Act Funds Provide Job Training in Oregon

Previous community assessments have shown that service providers in Lane County have under-funded the rural community service centers in relationship to growing needs. Using CSBG Recovery Act funds, centers in Cottage Grove and Florence were able to expand services to meet the increasing demand. The CSBG Recovery Act funded a new part-time Intake Coordinator in the Florence Community Service Center and funded client assistance services in both Florence and Cottage Grove. Expanded services included emergency shelter, housing assistance, health care support, furniture, clothing, transportation, and employment assistance. Both the Cottage Grove and Florence communities improved their organizational and staffing capacity to serve residents of their areas of Lane County.

Lane County Human Services Commission used regularly appropriated CSBG funds to cover three staff positions at the Cottage Grove Center; Food Pantry Manager, Program Manager, and Receptionist/Screeners, to provide direct client assistance.

Home At Last

In-House Spay/Neuter Project Narrative

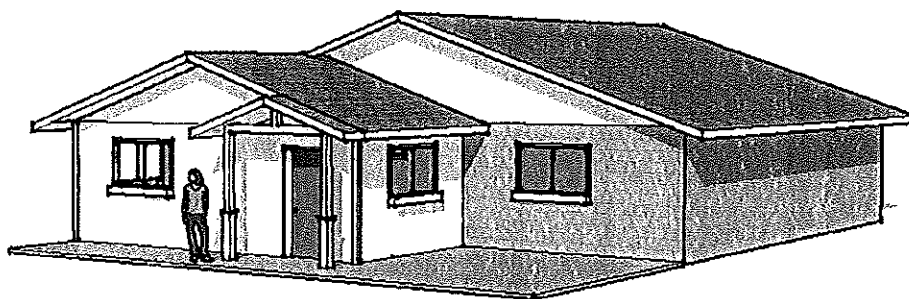
Home At Last is proposing a combination of building expansion and reconfiguration of room use in order to facilitate an in-house spay/neuter surgery and intake room. This project would accomplish three significant advantages to the mission of the organization:

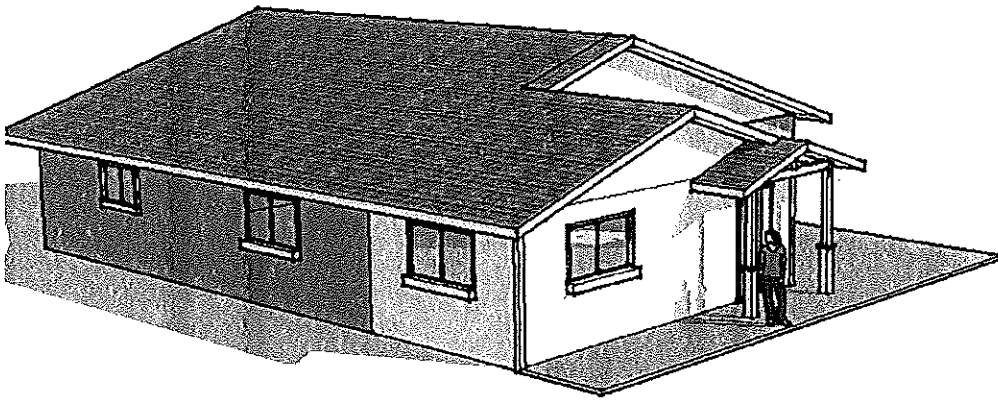
1. Minimize trauma for the animals by eliminating transport to and from the facility in order for the surgeries to be performed.
2. Reduce the overhead cost of spay/neuter procedure by taking it in-house.
3. Possible addition of minimum income from offering service to other animal rescue organizations in the Mid-Columbia area.

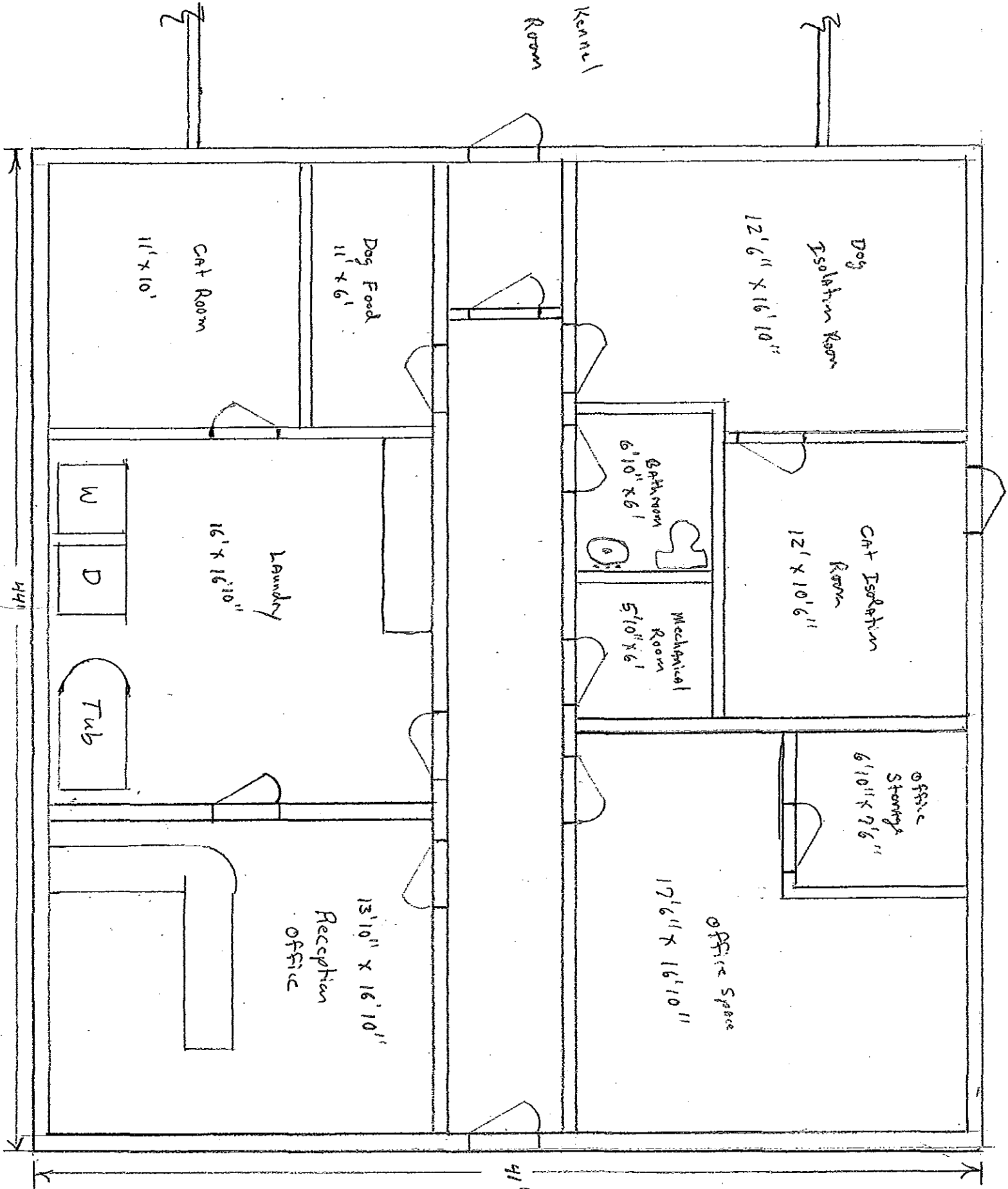
The physical aspect of the project includes a 20 x 23 foot addition be made to the front of the building which would allow space for an 8 x 17 foot adoption room and a main entrance area which would be used for entry/reception and the HAL storefront. Room reconfiguration and remodeling would include the current cat room which would be converted to the surgery room and the food storage area being converted to the intake/surgery prep room. The current cat room would then be placed in the area currently occupied by the adoption area and HAL storefront. Other building improvements include addition of viewing windows in the new cat area, a new outside cat space, and an entrance into the surgery room directly from the south side of the for disease control in servicing animal from other sites.

Spay/neuter surgeries would be conducted by area Veterinarians on site. Recommendations on the layout of the surgical room and listing of essential equipment and supplies have been provided HAL by Dr. Anne Brown.

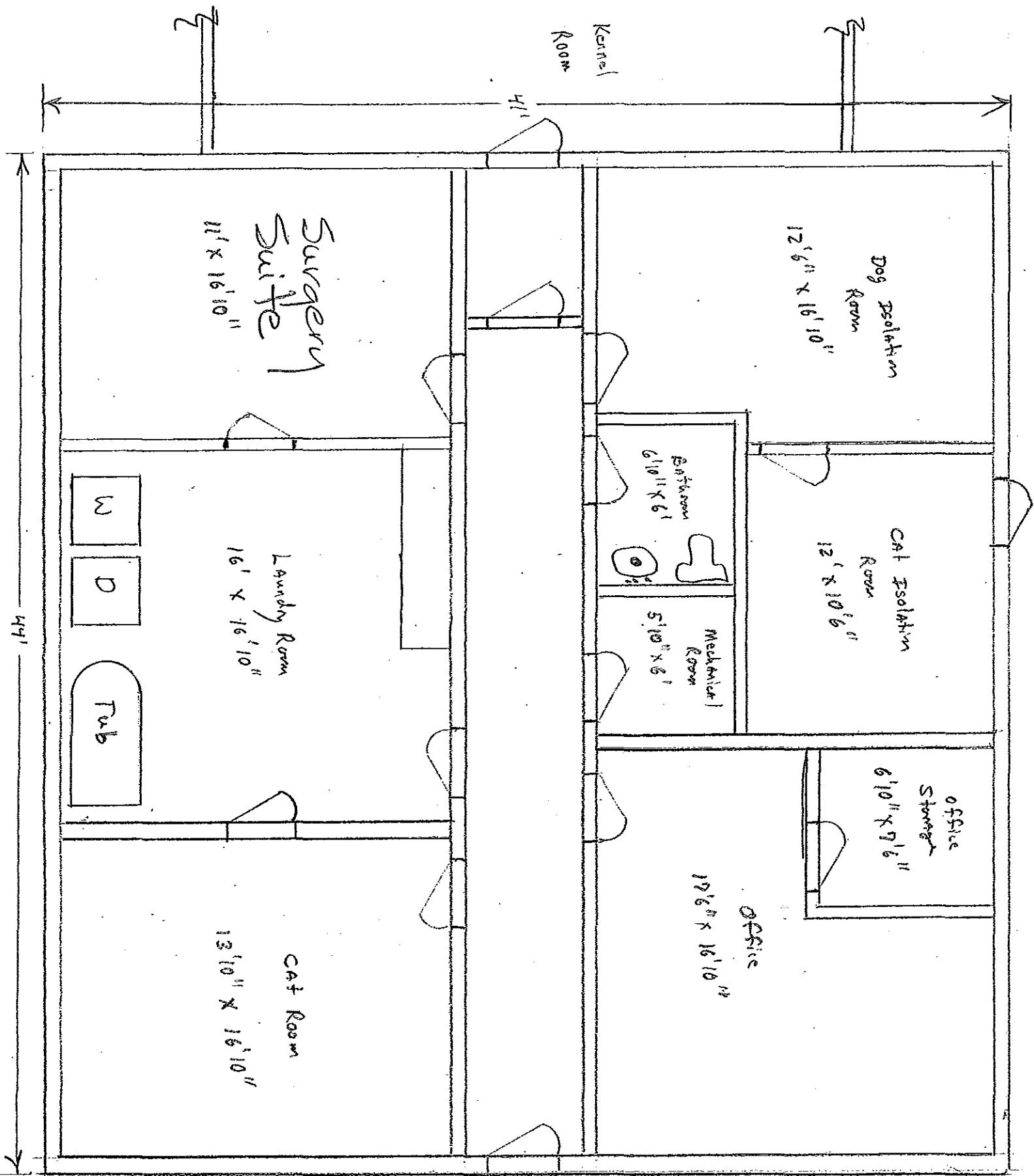
Drawings Attached







Existing
Bldg.
Scale
3/16" = 1'



Proposed
Use of
Existing
Bldg.
Scale
3/16" = 1'

Proposed Addition

20' x 24'

Scale - $\frac{3}{16}" = 1'$

Office space
Existing

Cat
Room

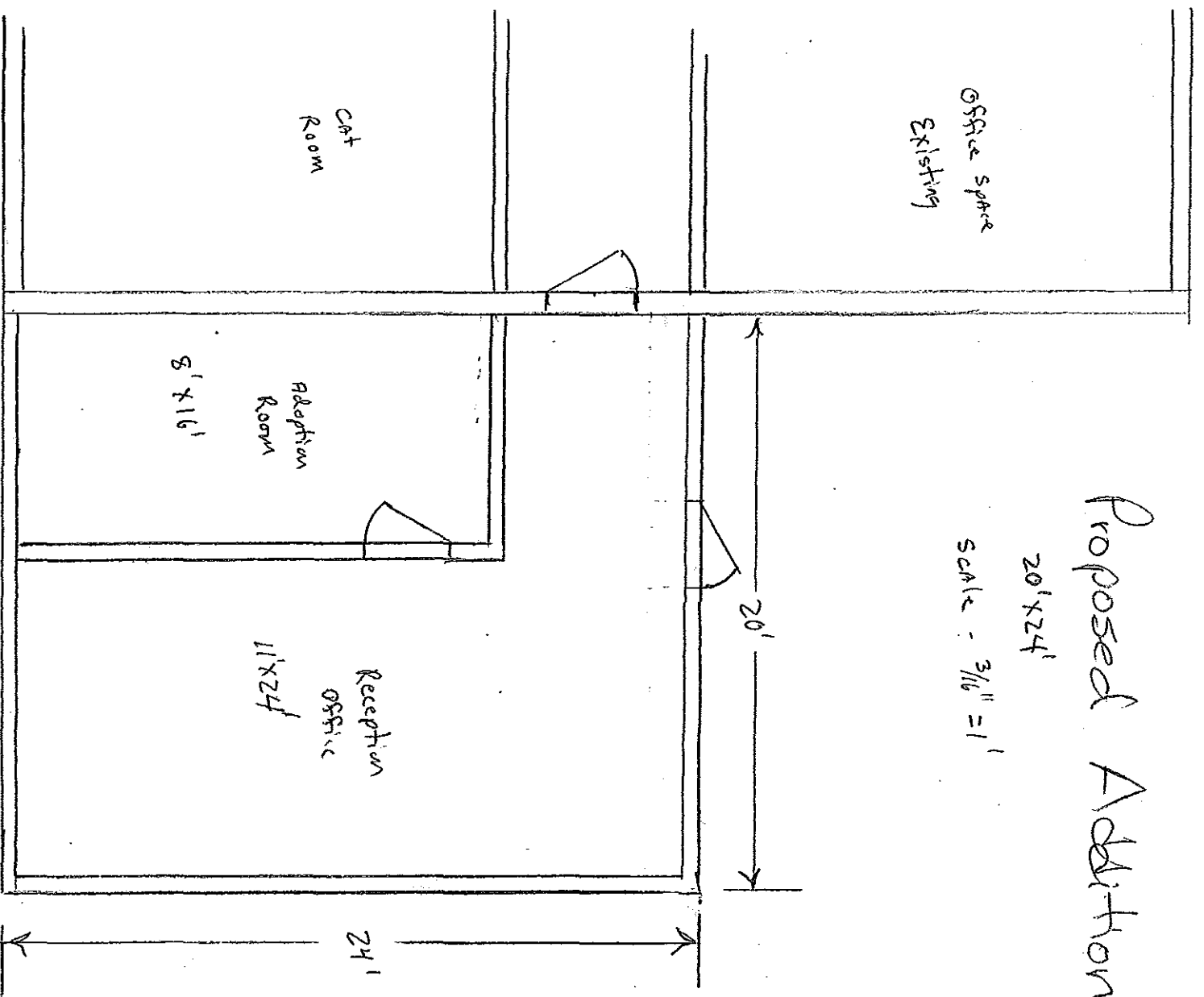
Adoption
Room

8' x 16'

Reception
Office
11' x 24'

24'

20'



WASCO COUNTY PLANNING COMMISSION RULES AND REGULATIONS

SECTION I. ORGANIZATION OF THE PLANNING COMMISSION

- A. The Planning Commission (Commission) shall, at or before its first meeting, in each year, elect or install one of its members to serve as Chairperson and another to serve as Vice-Chairperson. Nominations for Chairperson shall be by oral motion, duly made and seconded, placing a name for Planning Commission consideration.
- B. Nominations for Vice-Chairperson shall be by oral motion, duly made and seconded, placing a name for Planning Commission consideration.
- C. Appointment to the Planning Commission, which shall consist of seven (7.) members, shall be made by the Board of County Commissioners (BOCC) County Court.
- D. Selection of applicants to the Planning Commission shall be accomplished through an open process which shall include, at a minimum:
 - 1) Notification of all Area Advisory Committee members by the Director of Planning that a vacancy has occurred;
 - 2) Publication of a notice in a local newspaper, inviting application or recommendations for membership by a specified date.
- E. Candidates for membership shall submit a resume of qualifications for consideration by the Commission.
- F. The Planning Commission shall review all applications prior to appointment by the BOCC Court. The Commission may call any applicant for membership to appear for a personal interview before the Commission. Interviews shall be held at such time and place as the Chairperson directs. The Commission shall recommend all candidates that the Commission feels are qualified.
- G. Members shall be appointed for four-year terms, or until their respective successors are appointed and qualified.
- H. Any member who misses three (3) meetings in one year may be removed upon a motion, second, and majority vote by the Planning Commission. Any vacancy shall be filled by the BOCC for the unexpired term of the predecessor in the office.
- I. A member may be removed by the BOCC governing body, after hearing, for misconduct or nonperformance of duty; ~~or any member who misses three (3) meetings in one year may be removed.~~ Any vacancy shall be filled by the BOCC governing body for the unexpired term of the predecessor in the office.
- I. Members of the Commission shall serve without compensation other than reimbursement for duly authorized expenses

- J. Members of the Commission shall be residents of the various geographic areas of the County. No more than two voting members shall be engaged principally in the buying, selling or developing of real estate for profit, as individuals, or be members of any partnership or officers or employees of any corporation that is engaged principally in the buying, selling or developing of real estate for profit. No more than two voting members shall be engaged in the same kind of business, trade or profession.
- K. Before taking office, each appointed member shall execute the following oath or affirmation:

"I do solemnly swear (or affirm) that I will support the Constitution and laws of the United States and of the State of Oregon, and that I will diligently apply the ordinances of Wasco County, and that I will faithfully discharge the duties of Wasco County Planning Commissioner, to which office I have been appointed."
- L. Upon taking the oath, each appointed member shall be heard and vote upon any matter before the Commission, provided however, that no member shall vote nor participate in any matter as to which he may be disqualified pursuant to section IV of these rules. The Chairperson is a voting member of the Commission.
- M. The Chairperson of the Commission shall be the Presiding Officer at all Commission meetings.
- N. The Vice-chairperson shall perform the duties of the Chairperson in the absence of the Chairperson and shall have at such times the authority to sign appropriate documents.
- O. In the absence of the Chairperson and Vice-Chairperson, the remaining members shall elect a temporary Presiding Officer.
- P. All decisions of the Chairperson shall be subject to review by a majority of Planning-Commission members present upon motion duly made and seconded; which motion shall have priority over all other matters.
- Q. A majority of the appointed members, when present at any Commission meeting, shall constitute a quorum.
- R. When a matter is called for a vote, the Chairperson shall, before a vote is taken, state the question before the Planning-Commission in general terms, and shall announce the decision of the Planning-Commission after such vote.
- S. Decisions shall be rendered by those Planning Commissioners present, and the majority vote of those members present shall prevail.
- T. The Commission will meet at 3:00 p.m., on the first Tuesday of each month in the

downstairs classroom of the Columbia Gorge Discovery Center, The Dalles Oregon at 7:00 p.m., ~~on the first Monday of each month in the court rooms of the Wasco County Courthouse, The Dalles, Oregon~~ or in such other location or time approved by a majority of the Commission. When such regular meeting date falls upon a legal holiday, the following Tuesday ~~Monday~~ shall be the regular meeting date. In addition to the foregoing regular meeting dates, the Commission shall meet at such other times, dates and places as may be deemed appropriate.

SECTION II. PLANNING COMMISSION STAFF

- A. The Director of Planning and Development of Wasco County or a member of the Director's staff shall serve as Secretary to the Planning Commission and shall keep an accurate, permanent, and complete record of all proceedings before the Planning Commission.
- B. The Director of Planning and Development shall be responsible for the preparation of Planning Commission minutes.
- C. Subject to the direction of the BOCC ~~County Court~~, the Planning Commission and its Chairperson, the Director of Planning and Development and the Director's staff shall perform the following duties:
 - 1) Conduct all correspondence of the Commission, send out all notices required by law or ordinances, attend all meetings and hearings of the Commission, keep the dockets and minutes of the Commission's proceedings, compile all required records, and maintain the necessary files and indexes.
 - 2) Enter into the record the number of appeals or applications, the name of the appellant or applicant, a short description by address and legal description of the premises; the nature of the appeal or application; and the final disposition after the case has been disposed of.
 - 3) Enter in the record all continuances, postponements, dates of sending notices, and other steps taken or acts done by the Commission or its officers on behalf of the Commission.
 - 4) Enter in the minutes the decision relating to each case acted on by the Commission, together with the vote of each member of the Commission, those absent or failing to vote being so marked, together with all other actions of the Commission and the full reasons for its decisions.
 - 5) The Director of Planning and Development shall not permit any property of the Commission to be removed from the Planning Office without authority of the Chairperson, except that he may produce records and files for inspection upon (request??) the order of a court of competent jurisdiction. Upon request, the public records and writings of the Commission shall be available for examination and copying by any interested person at the Planning and Development Office during the regular office hours thereof, provided that such inspection or copying will not endanger the safety of such public records or

writing.

- D. The District Attorney or his deputy shall act as legal advisor to the Commission in the conduct of all hearings.
- E. In addition to the Director of Planning and Development and the District Attorney, the following officers of the County, or their delegates, shall be considered staff to the Commission: the Roadmaster, the Surveyor, the Sanitarians, the Assessor, and the County Extension Agents. The Commission Chairperson shall recognize members of the staff in all proceedings before the Commission.

SECTION III. INITIAL HEARING ON PROPOSED ACTIONS

- A. Hearings on proposed actions shall be conducted in compliance with Chapter 2 ~~section 2.140.13~~ of the Wasco County Land Use & Development Ordinance, or Wasco County National Scenic Area Ordinance.
- B. The Commission shall conduct a hearing upon an application within sixty (60) days of an application being deemed complete in the order in which the applications are deemed complete by the Planning and Development Office. ~~receipt of the application in the order in which they are filed with Planning and Development Office.~~
- C. In all cases, the ~~Planning~~ Commission shall enter findings based upon evidence in the whole record before it to justify its decision.
- D. No action shall be taken unless a staff report is prepared by the Director of Planning and Development and mailed to the members of the Commission at least seven (7) days prior to the hearing.
- E. The action at the public hearing may be to approve the application as submitted, deny the application, or approve the application with conditions deemed necessary to carry out the intent of the Comprehensive Plan. The hearing may be continued to a date certain upon majority vote of the Commission. A continuance shall also be granted to any party so requesting if new information regarding the application has been presented by the applicant after the notice of public hearing is sent.
- F. If there is no continuance, the record shall remain open for at least seven (7) days, only if a party so requests.
- G. In all cases, the Chairperson shall state the Commission decision upon the close of the hearing.
- H. If the application is denied by the ~~Planning~~ Commission or by the ~~BOCC County Court~~ upon review, no new application for the same request shall be accepted for at least one (1) year from the date of final order on the action.

- I. Conditional approvals shall be limited as follows:
 - 1) Time limitations shall be set by the ~~Planning~~ Commission in which compliance with conditions shall be met.
 - 2) Such conditions shall be conceived to fulfill public needs for protection from potentially adverse effects of the proposed use and public service demands created by the proposed use.
 - 3) Changes or alterations to conditions shall be processed as a new application.
- J. Failure to fulfill any condition established by the ~~Planning~~ Commission within the required time limit shall be grounds for revocation of the approval.
- K. A bond, in a form acceptable to the District Attorney or a cash deposit from the property owners or contract purchasers in such an amount as will assure compliance with the conditions imposed pursuant to this section may be required. Such bond shall be posted at the time that a contract containing the conditions of approval is filed with the County Clerk.
- L. The ~~Planning~~ Commission may adjourn any hearing in order to obtain additional information it feels is necessary to make reasonable decision. Persons previously notified need not be notified of the resumption of said hearing, unless the ~~Planning~~ Commission so orders, if the date and time of the continued hearing is announced at the adjournment of the initial hearing.
- M. The following persons only, if making a appearance of record, are hereby defined as "parties", and shall be entitled, either themselves or through counsel, to a full hearing before the Planning Commission and, upon such participation, to review by the BOCC and the Courts:
 - 1) The applicant.
 - 2) Those persons entitled to personal notice pursuant to Chapter 2 of either the Wasco County Land Use and Development Ordinance or the Wasco County National Scenic Area Land Use and Development Ordinance.
 - 3) Other persons that demonstrate to the Planning Commission that the proposed action affects a substantial right of those persons.
- N. "Appearance of record" shall mean either:
 - 1) An oral statement made at the initial hearing on the proposed action. The statement shall clearly identify the individual and, his or her address, and the identity of the person being represented, if applicable; or
 - 2) A written statement submitted prior to the closing of the hearing, signed by the individual making the statement or his or her representative, and clearly indicating how the individual has standing as a party. The statement shall be submitted to the Planning and Development Office or to the Commission at the hearing.

- O. A verbatim record of the proceeding shall be made by oral, written, or mechanical means, which record need not be transcribed except upon review of the record.
- P. The Commission Chairperson may set reasonable time limits for oral presentations to the end that parties are encouraged to submit as much evidence as possible in writing prior to the hearing and the Chairperson may exclude or limit cumulative, repetitious or immaterial matter. All exhibits received shall be marked so as to provide identification upon review. Such exhibits shall be returned when the period for review has expired, but shall otherwise be preserved by the Director of Planning. Evidence may be received, subject to a later ruling as to its admissibility.
- Q. All exhibits received shall be marked so as to provide identification upon review.

SECTION IV: *CONFLICT OF INTEREST AND EX PARTE CONTACT*

- A. A ~~Planning~~ Commission member shall not participate in any proceedings in which any of the following has a direct or substantial financial interest: the member, the member's spouse, brother, sister, child, parent, parent-in-law, cousin, niece, nephew, employer or partner in any business of which he or she is then a member or has been a member within the previous two years, or in any business with which he or she is negotiating or has an arrangement or understanding concerning prospective partnership or employment.
- B. Any actual or potential financial or other interest that would lead to bias or partiality shall be disclosed at the hearing where the action is considered.
- C. Any party to any action may, in relation to an action, challenge the impartiality of any member before or during the hearing on the action. A challenge must include the facts relied upon by the challenging party, relating to the members alleged bias, prejudgment, or personal interest, or other facts from which the party has concluded that the member cannot participate in the decision in an impartial manner.
- D. In the event of a challenge for bias, the member shall respond in a statement of capacity to participate in the hearing, which shall be part of the record. The statement shall refer to the challenge and include the reasons why the member wishes to participate or be disqualified. The statement of capacity to hear shall not be subject to cross examination, but shall be subject to rebuttal by the challenging party.
- E. The members of the ~~Planning~~ Commission shall not:
 - 1) Communicate, directly nor indirectly, with any party or his representatives in connection with any issue involved except upon notice and an opportunity for all parties to participate; nor,
 - 2) Take notice of any communication, reports, staff memoranda, or other materials

- prepared in connection with the particular case unless the parties are afforded an opportunity to contest the material so noticed; nor,
- 3) Inspect the site with any party nor their representative unless all parties are given an opportunity to be, present.
- F. If *ex parte* contact cannot be avoided by a member of the Commission, disclosure of the contact should be made by the member at the opening of the appropriate hearing. Such disclosure shall be subject to the same rules as for a statement of bias or conflict of interest.
- G. Requests for disqualification based upon bias or *ex parte* contact, pursuant to subsections A through F of this section, shall be considered by the entire Commission present, and be granted upon majority consent (excluding the individual disclosing or challenged concerning bias or *ex parte* contact). The Commission shall consider the evidence in the record and decide whether the individual can reasonably be expected to render an impartial decision.
- H. In the event a member is disqualified, the remaining members shall hear the application. In the event of no quorum, the application will be rescheduled to a future meeting.

SECTION V. BURDEN OF PROOF

The burden of proof is placed upon the applicant seeking approval of the proposed action. Such proof shall show that:

- A. The proposed action fully complies with the applicable map elements, goals, and policies of the Comprehensive Plan;
- B. The proposed action is in accordance with the applicable standards and criteria of the Land Use & Development Ordinance; and
- C. Granting the request is in the public interest, and that public interest is best served by granting the request at this time.

SECTION VI. REPEALER

These rules and regulations repeal and replace all previous versions.